

Risk Assessment

Club or Event		Birmingham Regatta										Date:	18-Apr-14		
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No:	Hazardous Event	Potential Consequences	Risk			Reduce Likelihood of Event		Mitigate the Consequences			Action Parties				
			Severity (1-5)	Likelihood (A-E)	Risk (L/M/S/I)	Control Measures	Action to Maintain Control Measures	Recovery Measures	Action to Maintain Recovery Measures	Safety Adviser	Race Committee	Officials	Umpires	Competitors	
COLLISION															
1	Collision with motor vehicle in car park and around the club	Moderate injury to competitors and the general public	3	B	L	Parking marshals will be present to direct traffic, barrier at top of car park ramp to prevent unauthorised vehicles; Rangers will shut car park and post notices to inform public of the event	Only trailers will be allowed through to the Reservoir car park. Parking controls to be maintained all day	Instruct marshals to control area	Deploy extra marshals	X		X			
2	Collision of boats with pedestrians, collision between boats on land in boating area	Slight injury to competitors and the general public and minor damage to boats	1	C	L	Marshals in boating area and registration will control the flow of boats. Reservoir users have been informed of the event	The boating area will be policed by Control Commission and there will be delineated areas for boats on and off to avoid conflict	Instruct marshals to control area	Deploy extra marshals	X		X		X	
3	Collision with other boats and launches	Trauma injuries from collision, drowning of competitors	4	B	M	Umpires are British Rowing licensed and their training includes spotting potential hazards and instructing competitors to take action to avoid them. All competitors are sent a circulation map and copy of the safety plan. There will be two rescue launches on the water throughout the regatta. Safety boats are in radio contact with the regatta control. In addition to the rescue boats, there will be two club launches on the water throughout the regatta to assist crews and maintain the circulation pattern.	Registration and control marshals to reinforce safety messages and the need to adhere to the regatta circulation plan. Launch drivers to be RYA certificated and briefed to the regatta circulation pattern.	There will be mobile phones available in the secretary and control tents and an ambulance can be called. The nearest A&E department in within 800m and they have been informed of the event. Ambulances will be directed to the Rowing Club to meet any injured persons coming off the water.	Maintain rescue cover.	X	X		X	X	
4	Collisions with bank. Could lead to capsize or swamping hence immersion. Slight injury to competitors and minor damage	Could lead to capsize or swamping hence immersion. Slight injury to competitors and minor damage	1	C	L	Umpires will steer crews if necessary. Likelihood of serious injury or damage slight as the banks are shelving and mud.	Vigilance of umpires.	Rescue boats and regatta officials available to assist	Maintain rescue cover.	X	X		X	X	
IMMERSION															
5	Capsize.	Competitors subject to immersion, drowning, hypothermia, Weil's disease.	5	A	M	Major/fatal consequences highly unlikely. Minor consequences possible, e.g. somebody may fall in. All competitors are expected to adhere to the British Rowing's RowSafe and by doing will reduce the risk of accidents and, if they do occur, their consequences. Checks on boats will be carried out at Control Commission at the Umpires' discretion.	Registration and control marshals to be thorough in checking the safety of boats so far as is practicable. All crews briefed with copies of the circulation pattern	There will be two rescue launches on the water throughout the regatta. Safety and marshalling boats are in radio contact with the regatta control. Umpires are briefed that their first duty is to assist any competitor who is in distress and to stop racing if necessary. Umpires in radio communication with regatta control and with the Lifesavers on duty. In the event of failure of a rescue boat, a marshalling boat will be redeployed as a rescue boat.	Maintain rescue cover.	X	X	X	X	X	

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6	Bare feet in water	Cuts, Weils Disease	3	B	L	Instructions to competitors to wear footwear (wellies or flip-flops, etc.).	Instructions issued to all competing clubs.	Provision of showers and first aid.	Ensures showers operable and first aid available.	X		X	X	X
7	Incliment weather.	Can lead to capsize, swamping, hypothermia, drowning of competitors, club members, officials	3	C	M	The Regatta Safety Adviser will be monitoring the water conditions. Crews have been informed of an alternative course which will be used if the water conditions make either end of the course unrowable. Any changes will be communicated to all concerned as soon as possible and with the appropriate consultation. The safety cover for the event is deemed sufficient to cope with all reasonably foreseeable changes in conditions	Continuous monitoring of conditions including feedback from coaches and officials.	The regatta will be operating the 30/30 rule in the event of lightning and there are many areas around the Reservoir where people can be safely evacuated.	In the event of an increase in risk, consideration will be given to withdrawal of higher risk events or complete abandonment with appropriate procedures.	X	X	X	X	
SLIPS, TRIPS AND FALLS														
8	General slips, trips, and falls	Slight injuries to competitors, officials and spectators	1	C	L	There will be qualified first-aiders on duty at a fixed site throughout the regatta. The providers of the safety cover will also be providing first aid to the event. There will be a well-stocked first aid box available in the boathouse and in the first aid point and in all the launches.	Maintain first aid services.	If in the opinion of the first aid team a casualty needs hospital treatment they will be taken by car or ambulance dependent on the severity of the injury. The nearest A&E department is 800m from the Reservoir and they have been informed of the event. Mobile phones will be available at Registration, Regatta Control and several other areas in the regatta area. Reception is universally good throughout the site.	Marshals will be in place to ensure that the access road to the regatta site is kept clear throughout the day.	X		X		X
9	Falling into the water and obstructing marshalling leading to minor injuries	Slight injuries to spectators and competitors	1	C	L	Marshals are present around the site. They are experienced and well-trained. Adherence to British Rowing's Row Safe, the rules of racing and organising an event. Liferings are prominently positioned around the reservoir.	Comprehensive information is sent to all clubs competing regarding safety of spectators and competitors at the site. Local authority and police are aware that event is taking place	As for general slips, trips, and falls	As for general slips, trips, and falls	X		X		X
10	Congestion at the landing stage	Slight injuries to spectators, competitors and officials, minor boat damage.	1	D	L	Marshals are present at the stages throughout. Crews are sent a guide to boating. Safety instructions detail the need to wear wellington boots whilst boating to avoid cuts	Crews will be encouraged to keep their blades with their boats or trailers.	As for general slips, trips, and falls	As for general slips, trips, and falls	X		X		X
11	Tripping / falling in boating area while getting afloat, damaging equipment in shallows	Slight injuries to competitors and officials, minor boat damage.	1	C	L	Marshals on duty, very shallow areas will be buoyed and cordoned off	Continued warnings to crews	As for general slips, trips, and falls	As for general slips, trips, and falls	X		X		X
OTHER														
12	Catering. Burns, scalds.	Injuries to spectators, competitors, club members	3	B	L	A fire extinguisher will be available in the tea tent.	Warning by staff of hot food and drink.	Training of volunteers in evacuating the marquee if necessary. First aid kit available at catering facility.	As for general slips, trips, and falls	X		X		

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13	Catering. Lack of hygiene.	Illness (possibly food poisoning) of spectators, competitors, club members	3	B	L	Preparers of food to be aware of the hygienic handling and preparation of food and the dangers of hot drinks.	Maintenance of hygiene	If in the opinion of the first aid team a casualty needs hospital treatment they will be taken by car or ambulance dependent on the severity of the injury. The nearest A&E department is 800m from the Reservoir and they have been informed of the event.	As for general slips, trips, and falls	X		X		
14	Catering. Lack of hot water.	Delay in recovery from hypothermia of competitors.	2	C	L	Availability of hot drinks at refreshment tent.	Maintenance of power supply at refreshment tent.	Ensure hot drinks available at refreshment tent.	Ensure kettle available in Rowing Club.	X		X		
15	Child protection issues.	In the heat of competition coaches, parents and guardians might get carried away. Potential issues with members of the public.	2	B	L	The club has appointed a CWO. British Rowing's guidance notes on preventing and taking action on child abuse has been incorporated into the briefing sheets for club volunteers so that they are aware of any action they need to take if they sees any potentially abusive situations; umpires are aware of the British Rowing's child protection handbook and will draw the regatta's attention to any potential abuse issues. The reporting method is clearly defined. Attention is drawn to competitors that the Reservoir is an open public space and it is possible that there will be people taking photographs of the event. The rangers and local police are aware that the event is taking place and will be patrolling through the day.	Notices advising of reporting route	Implement British Rowing procedures.	Implement British Rowing procedures.	X	X	X	X	X
16	Blockage of path preventing approach of emergency vehicles	Delay in arrival/departure of ambulane or other assisting vehicles, exacerbating injury	3	B	L	Parking marshals will be present to direct traffic, barrier at top of car park ramp to prevent unauthorised vehicles; Rangers will shut car park and post notices to inform public of the event	Only trailers will be allowed through to the Reservoir car park. Parking controls to be maintained all day	Instruct marshals to clear path	Deploy extra marshals	X		X		X
17	Loss of communications	Inability or delay to rescue, excessive time on water for crews	3	C	M	Use mobile phones of key personnel	Maintain list of key mobile phone numbers, brief key personnel	Recommission radios or reduce size of regatta.	Provide or replace radios. Agree cancelled events with coaches.	X		X		X
18	Loss or failure of rescue boats	Inability or delay to rescue	3	C	M	Employ recognised rescue service.	Brief rescue service.	Deploy club launches for rescue. Reduce scope of event.	Ensure club launches available. Agree scope reduction with coaches	X	X		X	