

# Safety Plan

## Stourport Regatta 12<sup>th</sup> and 13<sup>th</sup> August 2023

### 1.0 Introduction

Stourport Boat Club will host a two-day annual Regatta held on the 12<sup>th</sup> and 13<sup>th</sup> August 2023.

This year marks the first time the regatta course has been held upstream, on both days. This document, along with the event's risks assessment, and information that will be made available to competitors, has been updated to reflect these new considerations, with new control measures implemented where necessary.

### 2.0 Applicable Documentation

In preparing this plan the requirements of the following documents have been referred to and this document details event specific requirements. The general requirements included within the following documents are to be followed but are not reproduced in this plan.

- The British Rowing Rules of Racing
- British Rowing RowSafe and Guidance Notes
- SBC event Risk Assessment

### 3.0 Prior to event

Following a club's request to enter the event, a map of the course along with the racing rules and instructions will be made available on Stourport Boat Clubs website. ([www.stourportbc.co.uk](http://www.stourportbc.co.uk)).

A notice of the event along with this Safety Plan will be sent to local emergency services and the Canal & Rivers Trust. Business operators using the river will also be informed of the event and supplied with walkie-talkies for communication with race control over the weekend if/when their river craft are operating. Other river users (Angling associations, marina, SMYBA etc.) are notified of this and other events annually.

### 3.0 General Information available to crews on the day

The following information will be on the blue notice cabinets in the boat house:

- Racing rules and instructions to competitors,
- Map of the course including hazards
- Emergency and other useful telephone numbers
- Directions to telephones, hospitals, GP surgery and pharmacy

### 4.0 Organisation and Responsibilities

The event is organised by the SBC Regatta Committee, which includes the following key personnel:

Jamie Wrafter	Club Captain
Luke Barnett	Safety Officer
Adie Rodgers	Committee Member
Debby Edwards	Welfare Officer
Kez Danks	Committee Member
Sarah Peace	Committee Chair
Andy Aston	Committee Member
Mark Appleton	Treasurer

Bob Jones	Welfare Officer
Denise White	Club Secretary
Jane Palmer	Committee Member
Ryan Clarke	Committee Member

The Race Committee includes:

Steve Fuller
Gill Warnett
Paul Holmes
Deb Taylor
Michael Payne

On the day, various members of SBC volunteer to carry out roles allocated by the Committee and are split into the following teams.

- Trailer Parking within Swifts football club grounds, and adjacent to the club
- Car Parking Adjacent to rugby pitches
- Boating Marshals on the landing stage, and lawns adjacent to the club
- Course Marshals. Various locations on the riverbank
- Race control finish tent
- Registration in the committee room inside the club House
- Mobile Marshals in launches on the river
- Start team start tent
- Finish team finish tent.

In addition to SBC officials, British Rowing accredited umpires will be stationed in strategic positions along the 500m and 1000m course.

A greater number of marshals will be positioned at the finish, over previous years, given that the courses are being held upstream for the first time. This will ensure that competitors are made fully aware, and given the appropriate guidance, of the new finish procedures.

The local pleasure steamer operators will also be in communication with Race Control to advise if they would like to proceed along the racing course. The start umpire will be instructed to suspend racing at the next convenient opportunity and informed again by the coordinating umpire when racing can recommence. We have also liaised with the owners of the steamer to establish their schedule over the course of the regatta; this will aid us when scheduling the timing of events, inserting longer gaps, if necessary.

Marshals will also be located at the lock entrances, located further downstream on the town side of the river. They will be in communication with race control, to alert them of emerging pleasure boats. They will also liaise with the emerging craft, alerting them of the event and giving appropriate guidance when necessary.

## **5.0 Health and Safety Arrangements and Welfare**

The nearest Hospital facilities are at the Primary Care Trust Hospital in Kidderminster for minor injuries, and the Worcester Royal Hospital in Worcester for accident and emergency.

Location maps and telephone numbers for both hospitals will be displayed on the blue notice

cabinets around the boat house. Travel time to Kidderminster Primary Care is approximately 10 -15 minutes (4 miles) by car and Worcester Royal Hospital is approximately 30 minutes (15miles) by car.

First Aid cover will be provided by 365 Medical, who will be located on the boat club lawn. They will have a defibrillator and are fully trained to use it. There is a community defibrillator located on the river side wall of the boat house.

Registration is located in the committee room within the club house. Emergency information, instructions for competitors and Course map will be on display.

Three rescue launches will be supplied and manned throughout the event for the regatta. They will be equipped for water safety incidents. Two will be located on the course, with a further moored near the club.

Race Umpires sited on floating platforms will be provided with life jackets.

Warning signs will be displayed along the public footpath in front of the boating area to advise the general public to exercise caution as there may be boats crossing.

Separate male and female toilets with hand washing facilities are located within the grounds. Showers located at the club, will also be made available in emergencies. Showers for non-emergency use, and additional wash facilities will be made available at The Swifts (the adjacent football club).

Hot and cold refreshments and food will be on sale throughout the day available from the main marquee. A member of the kitchen / BBQ team will alert the First Aid service (365) or direct a person to them, who is affected by injury, for instance burn or scalds, or risks to hygiene arising from the food and drink areas. A hygiene certificate is held, and will be displayed. All precautions will be taken to ensure allergens are appropriately labelled.

There is also a separate welfare statement for the protection of children and vulnerable adults. The event will be supported by two club welfare officers.

## **6.0 Emergency Procedures**

In the event of an accident on the water the alarm should be raised by the nearest official or marshal with a radio. The details of the accident must be relayed to the coordinating Umpire and the nearest safety boat using the radio - this will be on channel one. The start umpire will be instructed by Race Control to suspend racing. The safety boat in attendance may call for assistance from other safety boats or marshals. Depending on the severity of injuries, casualties should be taken to the landing stage area for treatment by the First Aid Team. There is limited vehicular access for emergency services along the riverbank on the town side of the river if injuries are more serious.

In the event of an Accident on land the nearest SBC representative will alert the SBC safety officer and the onsite First Aid service.

Casualties should be brought to the First Aid Team for treatment. In severe cases contact the emergency services directly by dialing 999 from the nearest mobile phone, emergency telephone in the boathouse, or the phone in the club house.

Any umpire or SBC race official can request that the event be cancelled, or racing be stopped if in their opinion it is dangerous to run the event safely due to inclement weather, i.e. lightning strikes, strong winds, etc. Race Control will immediately consult with umpires and race officials and agree to either delay racing, or call the event off. The decision will then be relayed to all competitors and spectators. Crews on the water at the time will be escorted back to the landing stage by rescue and marshalling launches.

## **7.0 Accident Reporting**

Any incident or accident must be reported to race control and the club Safety Advisor. The Safety Advisor will record any incidents/accidents in the club's accident/incident log. The Event Safety Advisor will complete the standard forms and submit them to the regional rowing council water safety advisor. All incidents or accidents should be logged on the British Rowing accident reporting site, SBC positively encourage any official, competitor or spectator to log incidents.

## **8.0 Monitoring Safety**

All volunteers will receive a briefing of the event and will be shown a copy of the event risk assessment. It is the responsibility of each volunteer to monitor safety in his or her area of influence.

Any issues are to be raised by the Chair of the race committee and the Safety Advisor so that appropriate action can be taken before the next race.

## **9.0 Communication**

Communication will be maintained using handheld walkie-talkies. The following will be issued to:

- Each umpire
- Race Control
- Bank Marshals
- Each marshal on the water
- The start umpire
- Rescue launches
- Pleasure Steamer operator
- First Aid

A sign placed on the river bank approx. 300m upstream from the finish line will advise other river users of the event.

Other river users approaching the racing course will be notified to race control by marshals/umpires. Race control will then decide upon the appropriate course of action.

## **10.0 Marshalling**

A marshalling launch will be available to transport personnel and provisions during the day along the length of the course. It is also available to carry out other tasks, as and when necessary. The launch is equipped with buoyancy aids, throw bags, thermal blankets, knife and basic first aid kit, they will only assist the rescue launches in carrying out rescue operations in an emergency. Marshals will be in position on the moored boats and on the bank/steamer under the bridge before the first crews take to the water and make their way to the start.

## **11.0 Rescue Launches**

There will be three launches on the river with safety crews. Equipped with Radio and BR safety bags containing buoyancy aid, throw bag, knife, thermal blankets, and first aid kit.)

Trained/competent personnel will man safety boats in accordance with RowSafe guidelines.

One will be positioned above the start and one halfway along the course.

## **12.0 Safety Plan Approval and Review**

The Race Committee Chair and the Safety Advisor will approve this plan prior to the event taking place.

The plan will be reviewed annually by the SBC Regatta Committee prior to when the event is to be held so that sufficient time is given for implementation of additional measures.