



Stourport Boat Club Winter Head Sunday 28th January 2024

Safety Plan

1. Introduction

Stourport Boat Club will host a one-day head, over 3600 meters to be held on 28th January 2024 on the River Severn. The Event is open to all rowers and both fine and recreational boats.

2. Applicable Documentation

In preparing this plan the requirements of the following documents have been referred to and this plan 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
'Row Safe: A Guide to Safe Practice in Rowing'
SBC Event Risk Assessment

3. Prior to the event

Following a club's request to enter the event, a map of the course along with the racing rules and instructions will be sent out along with the race entry draw. This information will also be available on our website at: <http://www.stourportbc.co.uk>.

The Risk Assessment and Safety Plan for the event will be discussed with the local authorities, the Rivers Authority, SMYBA and other potential river users as well as the event river rescue team.

The race committee and event safety advisors will monitor river conditions and weather reports leading up to the day of the event. They will advise competitors as soon as possible in the event of either cancellation, amendment of the course or the need to exclude certain categories of competitors for health and safety reasons. If there is a sudden change in conditions on the actual day these will be reviewed as soon as possible to give competitors notice.

General Information available to crews on the day.

At several locations in and around the Boat Club, the following information will be displayed:

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

A briefing for competitors, coxes, coaches and will be held at the Boat House prior to each division. All competitors, coxes and coaches will be reminded that persons using the river do so entirely at their own risk and are solely responsible for their own safety both on land and on water, to ensure that equipment used is up to the required 'rules of racing' and 'Row Safe' standard. The chairman of the Race Committee, advised by the Water Safety Advisors will assess the weather and water conditions for each division.

If conditions are not favorable a decision may be made to progressively remove less stable boats and/or more vulnerable crews (i.e. younger juniors). Or cancel the event entirely. During the briefing the event officials will give advice on the prevailing weather and water conditions and decisions made on reducing entries (as above) but the coaches and competitors are responsible for deciding if they have sufficient competence to compete.

4. Boating

All competitors, coxes and coaches will be reminded about boating times, these being from 09.00 for the morning division and from 12.30 for the afternoon division (these may be changed depending on number of crews entered and weather conditions). The morning division is due to start at 1030hrs and the afternoon at 1400hrs. These boating times are dependent upon the number of entries. All crews will be given notice of boating times when the draw is produced. All crews must be away from the Club landing stage at least 30 minutes before each division is due to start and be in their marshaling positions 10 minutes before the start of each division. Crews ignoring this risk starting at the end of a division. Blatant abuse of this system may result in time penalties being added or disqualification.

Crews must proceed to the start on the east bank (Town side) unless advised by the monitors that center stream is safe. Please keep well away from any moored craft. On reaching the marshaling area crews will be allocated marshaling positions by the Launch monitor (See Map) in accordance with the published numbering system. Dependent upon entries, the Launch Monitor may marshal crews on both sides of the river in the marshaling area.

Competitors must only enter the marshaling area at low pressure, adhere to instructions from the monitors and under no circumstances practice starts.

5. The Start

On being called to the start, crews will keep two boat lengths between boats. The starter will say 'Number ... Go'. Boats will be started approximately 15

second intervals. The timing point is approximately 20 meters after the Starter. Racing Crews should not attempt to cut bends, as this is a potential hazard and will also result in them leaving the fastest stream.

6. The Finish

On finishing a bell will sound, all crews must continue paddling until well clear of the finish before turning to give following racing crews room. Proceed back to the Club on the west bank (Club side). Ensuring that they are tight into the bank and remain aware of crews still racing. A finish monitor will be in position to ensure compliance. Penalties may still be applied if this instruction is abused.

Crews and scullers are to keep tight into the bank. No overtaking is allowed, and they must wait to be called into the landing stage by a Monitor.

7. Organisation and Responsibilities

The event is organized by the SBC Committee, which includes the following personnel:

Event Committee		
Name(s)	Position	Notes
Sara Peace	Event Chair	
Adie Rodgers	Event/ Entries Secretary	
Luke Barnett	Safety Advisor & River Safety Coordinator	Club Health and Safety Officer
365 Medical	First Aid Provider	
Stewart Barnett & Ryan Clarke	Monitors, Marshalls and Support	Club Captain
Debbie Jones & Bob Jones	Welfare Officers	Club Welfare Officers
Stuart Peace	Masters Co-Ordinator	
Ryan Clarke	Juniors Co-Ordinator	
Jane Palmer	Hospitality	

Race Committee		
Name(s)	Position	Notes
Nic Danby	Committee Chair	
Liz Danby	Umpire	
Kat Carlyle	Umpire	Bewdley Rowing Club

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

- Parking Monitors - at entrance to the club, directing trailer parking (within the club grounds and car parking, limited within the club grounds and area at the rear of The Leisure Centre adjacent to SBC
- Boating Monitors - on landing stage, and lawns adjacent to club Course Monitors Various locations on riverbank. (Equipped with radio, megaphone and throw bag)
- Race control - Members Bar at the Club House
- Registration - Members Bar at the Club House
- Control Commission - in the boating area, all crews will be asked to confirm that their equipment is fit for racing. If necessary, equipment will be checked - cox's will be asked if their buoyancy aids are fit for purpose and crew's whether their clothing is suitable for the prevalent conditions
- Safety Teams – at least three launches on the river (equipped with Radio and BR safety bags containing buoyancy aid, throw bag, knife, thermal blankets, and first aid kit)
- Race marshals – positioned strategically along the course
- Call sign Safety 1 marshalling area, Safety 2 upstream, Safety 3 downstream
- Start Timing Team (Race Monitors) - 2600m upstream from the club. On the club side bank
- Finish Timing Team (Race Monitors) - 1000m downstream from the club. On the town side riverbank (concrete landing stage).

8. Health and Safety and Welfare Health and Safety

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. Directions and telephone numbers for both hospitals are available from Race Control, located in the Members Bar. Travel time to Kidderminster Primary Care is approximately 10 -15 minutes (4 miles) by car and Worcester Royal Hospital is approximately 30 minutes (15 miles) by car.

First Aid cover will be provided and located on the Club House grounds. Transport to a local hospital will also be available throughout the day. First aid cover for the event will be provided by 365 Medical, who will be carrying a defibrillator. All 365 Medical personnel are fully trained to use a defibrillator. An additional defibrillator is located on the Club House building

Registration is located in the members bar area of the Club House. Emergency information, instructions for competitors and a course map will be on display.

Three rescue launches will be supplied and manned throughout the event.

Warning signs will be displayed along the public footpath in front of the boating area to advise members' of 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 boathouse changing rooms, where there are also showers available.

Hot & cold refreshments and food will be on sale throughout the day available from the main Club House. 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.

9. Welfare

The event has a Welfare Statement.

The Club Welfare Officers - Debbie Edwards and Bob Jones - will be available throughout the event, contact numbers below, and on posters around the club. Visiting club coaches, mentors and competitors are encouraged to inform the Welfare Officer(s) of any known issues which may need addressing during the event. Any visiting club with juniors should notify SBC, details of an appointed contact person/persons for the day, prior to the event. There are forms in registration to record contact details for the appointed person.

10. Emergency Procedures

In the event of an accident/incident on the water, the alarm should be raised by the nearest official or monitor with a radio. Details of the accident/incident must be relayed to Race Control and the nearest safety boat using the radio. This will be on Channel 1. The start umpire may be instructed by Race Control to suspend racing. The safety boat in attendance may call for assistance from the other safety boat or monitors.

In the event of injury, casualties should be taken to the landing stage area for treatment by the First Aid Team. Vehicular access to and from the club grounds will be kept clear, but access remains limited. 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/incident on land and within the club house; the nearest SBC representative should notify race control and or the safety/welfare advisors. Casualties should be brought to the attention of the First Aid Team for treatment. In severe cases contact the emergency services directly by dialing

999 or 122 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 officials, competitors, and spectators.

In the event of lightening, the 30/30 rule will be adhered to. If the decision is taken to suspend the event, instructions will be given to crews on the river to clear the course, and to make their way back to the Club to land, accompanied by safety launches. Landing space is limited, however, support will be given on the landing stage, to expedite the process. The instructions given to crews will depend on their location on the course so they can be landed as soon as practicable. For example, crews on the course, or held at the start, will be instructed to row the course, terminating at the Club.

All crews on the water MUST follow the instructions of the marshals/umpires, who will ensure crews are escorted back to the landing stage by safety and marshalling launches.

11. Accident Reporting

Any accident/incident should be reported to race control and the event Safety Advisors. The Safety Advisors will record any incidents/accidents in the club's accident//incident log. The Event Safety Advisors will complete the standard forms and submit them to the regional rowing council's water safety advisor and British Rowing. Any competitor, official, coach or spectator is encouraged to log any incidents on the BR website.

12. Monitoring Safety

All volunteers will receive a briefing on the day of the event and will be shown a copy of this safety plan and the event's 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 between divisions with the Secretary of the race committee and the Safety Advisors so that appropriate action can be taken before the next division.

13. Communication

Communication will be maintained using Radio's (Channel 1 unless otherwise instructed)

Name	Role	Contact Number
Ryan Clarke	Race Control	07831729572
Luke Barnett	Safety Advisor	07796178586
Debbie Edwards/ Bob Jones	Welfare Officers	07496857220
365 Medical	1 st Aid Co-ord Race HQ	01299 823 352

14. Marshalling/Monitors and Safety

There will be sufficient Race Marshals, Monitors and where applicable, Umpires (RMMU) positioned along the course. They will have individual responsibilities but will generally be there to ensure a safe and fair event. All marshals will be equipped with megaphones and radios.

All instructions given by these people **MUST** be acted upon; otherwise the offending crew may receive penalties. Monitors will be in position on the bank to assist the crews on their way to the start, during the race, at finish and at disembarking.

A minimum of three safety launches will be available to assist with crews making their way to the start, and to be on stand-by in the event of an incident/accident. The locations of these safety boats will be at areas of most risk of collision, and at positions to maintain the best possible line of site to allow for rapid casualty extraction from the water if required, these points will be in the marshalling area adjacent to caravan park (Safety 1), at the bend upstream after Stoney bend (Safety 2) and near the bend of the shuttering (Safety 3). The marshal launch will follow the last competitor down the course and be joined by Safety 2 as they pass.

Each launch is equipped with buoyancy aids, throw bags, thermal blankets, knife and basic first aid kit and radio.

The launches will be on the water at least 10 minutes before crews are due to be on the water for the first division of the day to ensure that the course is clear.

Monitors will be in place upstream before the crews embark on the course. Downstream Monitors make their way to positions once last boat has left the landing stage.

15. Rescue Launches

SBC personnel will crew safety/marshal boats. Drivers will be L2 qualified.

16. Safety Plan Approval and Review

The Events Committee and the Safety Advisors will approve this plan prior to the event taking place.

The plan will be reviewed annually by the SBC Committee prior to the event to be current and to allow sufficient time for the implementation of additional measures or alterations.

