

Safety Plan for Doncaster Rowing Club (DRC)



Purpose

The primary aim of the Safety Plan is to advise members of DRC how they should act to keep themselves and others safe. The plan achieves this aim by communicating:

- A structured approach to 'risk management allowing members to make 'informed' decisions.
- The minimum criteria rules and supporting information to facilitate the 'informed' status of those decisions.
- Behaviours the club would find unacceptable.

The DRC Emergency Response Plan, at Appendix 4, describes how the club will deal with emergencies and other incidents to minimise the harm that they would otherwise cause.

This document covers elements of rowing safety specific to DRC.

Please also refer to the British Rowing RowSafe online document, designed to help people participate in rowing without putting themselves and others at unacceptable risk. It makes clear that everyone is expected to take care of their own safety and the safety of others.

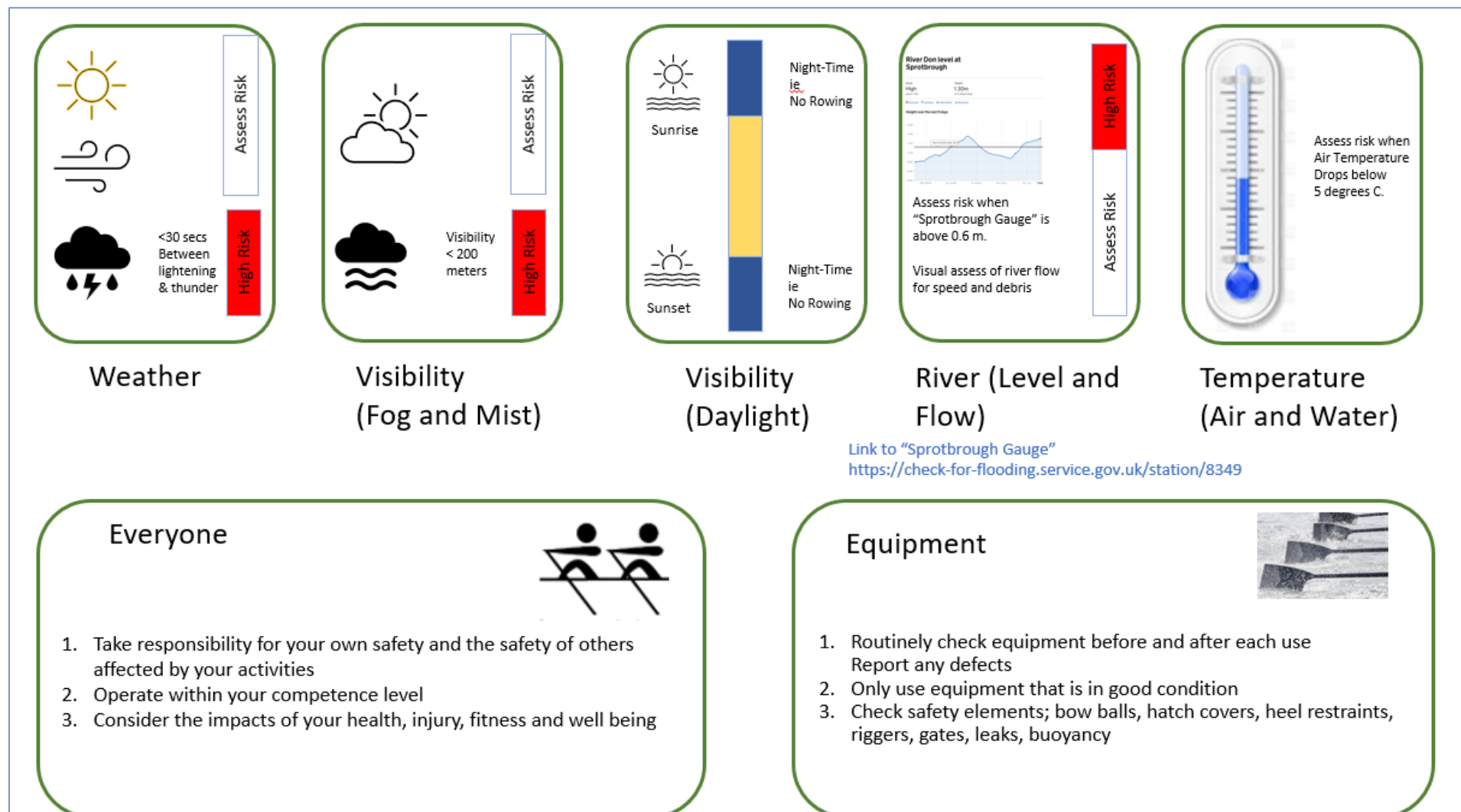
<https://www.britishrowing.org/about-us/policies-guidance/rowsafe>

Contents

Purpose	1
Contents	2
Safe to Row Dashboard.....	4
Abridged summary of the Safety Plan	5
Competence	5
Boat Condition	5
Navigation & Avoiding Collisions	5
Culture and Expectations	6
Why should DRC want to build a positive safety culture?	7
Communication of Safety Information	8
The role of the Club Rowing Safety Advisor	8
River Status Board Settings (inside the main entrance door)	10
Normal Rowing Rules.....	11
Cold Water Rowing Rules (additional rules to Normal Rowing Rules above)	13
Launch cover requirements.....	14
Hypothermia Management.....	15
Advice for Cold Water immersion treatment.....	15
Advice for exposure to the elements	15
Nighttime Rowing.....	15
Low-Light Rowing Rules additional rules to Normal Rowing Rules above)	16
Competence in the Water	16
Capsize and Recovery.....	17
Coxes and Steers.....	19
Rowing Competence	19
Land training	19
First Aid.....	21
Launches.....	21
The Crane.....	22
Lifejackets and Personal Flotation Devices (PFDs)	22
Personal Security	23
DRC Induction guidelines.....	24
Navigation Map of the River Don	26
Approved Turning Points	27

Steering and Navigation	28
Landings at the Boathouse	28
Equipment Maintenance	28
Around the boathouse	29
Incident Reporting	29
Adaptive Rowing Safety Plan and Rules	30
Leptospirosis/Weil's Disease.....	31
Risk Assessment.....	32
Regatta Safety	33
Principle Questions to consider when going on the water:	34
Appendix 1 Categories for Permissible Rowing – Adults	35
Appendix 2 Categories for Permissible Rowing – Juniors	38
Appendix 3 – Equipment Inspection Schedule	42
Appendix 4 - Emergency Response Plan	43

Safe to Row Dashboard



Abridged summary of the Safety Plan

These are the key safety issues that all members should be continually thinking about before and during any outing:

Competence

The river status board and cold-water rowing rules detail who can row under what conditions and when additional supervision is required.

In addition, the tables at Appendices 1 and 2 define the Categories for Permissible Rowing for both Adults and Juniors and the Responsibilities of Athlete(s) and Coach(s).

These rules are set as a minimum level that members must obey. In addition, members are required to undertake their own risk assessment before they go out and are expected to take further appropriate precautions as necessary.

The risk assessment should consider the following:

1. The current and forecast weather and river conditions, including wind, rain, river flow speed, water temperature, fog, ice, lightning.
2. The ability of the crew and cox to cope with the weather and river conditions in the boat type being used.
3. Other river traffic including other club, commercial and recreational boats that might be on the river and the ability of the crew to cope with this additional traffic.

Should the original risk assessment change during the outing, members should review their initial assessment and take the appropriate action.

Boat Condition

The crew is responsible for checking the condition of the boat before they go out. The check should include the following: life jacket, boat hull integrity, steering, bow ball, heel restraints, hatch covers, rigger top and fixing nuts and slides all of which must be correctly in place before going out.

Navigation & Avoiding Collisions

All boats must stay within the recognised main turning points on the river, that is upstream adjacent to the Lock at Sprotbrough and downstream at the Doncaster Prison. Boats must not go outside this area.

All members must be familiar with the main danger areas on the river including; sharp corners, bridges, areas where the river splits and the currents are strong, shallows, deep water bank areas where it is difficult to get out and the ingress and egress point at the landing at the boathouse.

New members who are not familiar with the river must be accompanied by a coach until they are competent to navigate safely by themselves.

At all times boats must obey the navigation rules of the river, keeping to the right-hand side when looking in the direction of travel (starboard side of the river). Crews must be continually aware of where they are on the river and if off station, then take immediate steps, stopping, if necessary, to get back into the correct navigation lane.

All athletes must obey the Rules of the Don which is a separate document and can be found on the DRC website and downstairs on the backwall of the Boathouse next to the toilet.

Boats navigating the corner under the railway bridges should be aware that there is a higher risk of collision. Boats travelling downstream should not cut the corner, boats travelling upstream should be prepared to give way to those travelling in the opposite direction.

Boats travelling upstream and downstream need to be aware of their position on the river when navigating the entire length of the river and should be prepared to give way to those travelling in the opposite direction.

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Culture and Expectations

The analysis of UK Nationally reported incidents has shown that most harmful incidents associated with rowing are the result of at-risk behaviour. A positive safety culture can do more to ensure everyone's safety than the technical issues that many tend to focus on.

The safety culture of any organisation is formed from a combination of individual and group: beliefs; values; attitudes; perceptions; competencies; and patterns of behaviour. These determine the commitment to, and the style of, a club's approach to safety.

Clubs with a positive safety culture have: Communications founded on mutual trust; shared perceptions of the importance of safety; and Confidence in the effectiveness of their safety precautions.

Everyone is expected to:

1. Take responsibility for their own safety both on and off the water.
2. Ensure that their actions both on and off the water do not put others at risk.
3. Examine their own actions if they are involved in an incident and identify opportunities for improvement.
4. Ensure that they have prepared for the activity that they are about to undertake, including having eaten appropriately and have sufficient drinking water.
5. Ensure that they are dressed appropriately for the conditions and that their hair, if long, is tied in such a way that, in the event of a capsize it cannot get tangled in the riggers and gates. (i.e. a high bun or plaits).
6. Be aware of, and abide by, the Club Safety Rules and the "Rules of the Don".
7. Follow the guidance in the Club Safety Plan.
8. Report all incidents, including near misses, to the DRC Rowing Safety Advisor by email to andrewknight0@gmail.com. The Club will submit incident reports to British Rowing as appropriate.

Club

Club Officers are expected to ensure a positive safety culture and safe practice within the club; they are expected to:

1. Establish and publish a Safety Policy in which they commit to safety.
2. Provide a safe environment for their members and others to enjoy their sport.

3. Appoint a Club Rowing Safety Advisor (CRSA), to lead and advise on promoting safe practice.
4. Support the CRSA and take their advice into account.
5. Establish and communicate Safety Rules that define what is, and what is not, appropriate behaviour (these may be integrated into the more general Rules of the club).
6. Complete and maintain Safety Plans to guide members on safe practice in rowing.
7. Provide members with education and training in risk assessment and safe practice. This information is below and can be done as an induction and communicated as explained above.
8. Produce and maintain a Club Risk Assessment that covers all the activities of the club.
9. Complete the British Rowing Annual Safety Audit and consider implementing any improvements that this suggests.
10. Liaise with all water users and other stakeholders (such as the local River Boat Cruises) to ensure that neither will put the other at risk.
11. Encourage club members to be accountable for safety and report all incidents.
12. Take appropriate action if its members fail to abide by its Safety Rules.
13. Produce, maintain and action an equipment refurbishment and replacement plan to support the safe rowing environment.

Competitions

Competition Officers and Organising Committees are expected to:

1. Complete and maintain a Competition Risk Assessment and use this to define Safety Plans for the competition.
2. Promote and communicate safe practice in all activities associated with the competition.
3. Appoint a Competition Rowing Safety Advisor (CRSA) to lead and advise on promoting safe practice,
4. Support their CRSA and take their advice into account.

Why should DRC want to build a positive safety culture?

Having a positive safety culture leads to a cohesive, considerate, friendly atmosphere. It will also enhance the reputation of the club particularly amongst the parents of juniors.

It will reduce the number of injuries that stop rowers from performing and it will reduce the amount of equipment damage. This cohesion will help when it comes to competition. The pride and sense of belonging that rowers have for DRC will motivate them to succeed.

A positive safety culture in DRC will result in everyone taking care to keep themselves and others safe. For example, members would always:

1. Consider safety when deciding whether to start, or continue, an activity.
2. Check their boats before going afloat.
3. Take care when handling boats.
4. Follow the instructions of their cox and coach.
5. Take care when launching.
6. Dress appropriately for the conditions.
7. Always abide by the DRC circulation plan in the Rules of the Don.
8. Keep a good lookout.

9. Shout loudly to warn any approaching crews that may not be aware of your presence.
10. Report all the incidents that they see to the club rowing Safety Advisor and consider how they could have been avoided.
11. Take care when coming ashore.
12. Clean their boats and blades before putting them away.

Communication of Safety Information

Everyone should ensure that they are aware of the information and guidance that has been made available to them and that they should report any issues or concerns that they are aware of. It is also important to feel free to ask questions and to be able to receive appropriate answers.

Communication methods include:

In person, face-to-face;

Safety notice board (in the boathouse in the glass cabinet by the upstairs entrance door with the incident reporting book);

Digital communications (websites, emails and social media); and

Training and induction materials.

The role of the Club Rowing Safety Advisor

Note that Club Rowing Safety Advisors are not responsible for rowing safety. It is the responsibility of the individuals and their clubs to ensure that people are not harmed by the club's activities.

All DRC Club officers are expected to ensure a positive safety culture and safe practice within the club; they are expected to:

1. Appoint a Club Rowing Safety Advisor(s), to lead and advise on promoting safe practice.
2. Support the Club Rowing Safety Advisor and take their advice into account.
3. Ensure that safety is a regular agenda item at meetings.
4. Facilitate the completion of equipment maintenance and inspection records for the equipment used by its members.

Club Rowing Safety Advisors are expected to:

Be familiar with the guidance provided in RowSafe. <https://www.britishrowing.org/about-us/policies-guidance/rowsafe/>

Provide advice to the club committee and club leadership on all matters relating to safety as appropriate.

Ensure the completion of the annual safety audit for the club. Undertake Safety Reviews of the club's activities and facilities.

Undertake inspections and audits if requested to do so by the club and provide feedback to the club committee.

Promote and monitor Incident Reporting within the club and the reporting of all incidents to British Rowing.

Periodically (perhaps annually) analyse the club's reported incidents to identify any common issues and trends and initiate action to address any opportunities for improvement.

Lead or facilitate Incident Investigations as necessary.

Lead or facilitate the completion and review of the club's Risk Assessment using the British Rowing template.

Use the Risk Assessment to identify the required Safety Rules and this Safety Plan.

Work with the club committee and the leadership of the club to develop and maintain the club Safety Plan, Safety Rules and Emergency Response Plan.

Be willing to be a member of the Club Committee.

Attend local and regional safety meetings.

Work with the Regional Rowing Safety Advisor.

Work with other water and land users on safety as required.

Club Safety

River Status Board Settings (inside the main entrance door)

Upon unlocking the main gate and the Boathouse the keyholder should undertake a risk assessment and change, as appropriate, the River Status Board Setting. This assessment should be decided upon using the Safe to Row Dashboard at page 4 of this document. The Dashboard and River Status board is on the notice board as you enter the boathouse.

Board Colour	Rowing Activity	Minimum Criteria
Green	Normal rowing activities	River Level is normal below all of the landings, River stream is normal, visibility is good, wind speed is low
Amber	<p>No Learn to Row crews</p> <p>Crews must be sufficiently experienced for the prevailing conditions in the opinion of The Captain.</p> <p>All coxes must be sufficiently competent in the opinion of their Coaches or Captains, to operate in the prevailing stream and weather.</p> <p>A launch should be on the water with a designated driver responsible for providing safety cover.</p> <p>Junior crews should be supervised by a coach. They should be able to communicate with the designated launch driver by phone to call for help if required if not accompanied by the launch.</p>	Air Temperature is less than 5 Deg C, and or Visibility is less than 200m, and or River Level is above the wooden landing or rising rapidly, and or high winds.
	<p>Only experienced crews with Captains, Safety Advisor's or Senior Coach's permission.</p> <p>No single scullers should be out unless closely accompanied by a launch.</p> <p>Coxed boats must have experienced coxs.</p>	Air Temperature is less than 3 Deg C, and or Visibility is less than 150m, and or River Level is covering the wooden landing. Boating is only possible from the concrete at the bottom of the downstream steps and or strong winds
RED	No rowing	Air Temperature is less than 0 Deg C, and or Visibility is less than 100m, and or River Level is covering the concrete landing or rising rapidly and or risk of Lightening and or gale force winds.

River Levels can be monitored and forecast on the Environment Agency “Sprotbrough Gauge” and at <https://check-for-flooding.service.gov.uk/station/8349>

The Captains, Safety Advisor and Senior Coaches have the authority to change the River Status Board and this should be changed, if necessary, upon their entry to the boathouse. It should be noted that the River Status Board is changed manually and requires the authorised person to change it; there can be a lag between flow and/or temperature changes triggering a board colour change and the river status board being physically changed.

The Club Captain, Safety Advisor and Senior Coaches also have the authority to suspend rowing should circumstances change during the session.

Members of DRC must be aware that the flow can change rapidly during the day and members should take into account the criteria in the table above to determine the river status. The criteria for the above-board settings are the minimum requirements, if those authorised to change the boards feel that further restrictions are required to stay safe, they may change the board accordingly and/or request specific crews do not go out.

Any member found blatantly disregarding the river status board and going out when it is indicated that they shouldn't, will be referred to the committee who DRC will consider banning the member from rowing out of the club.

Even when rowing is permitted it is every member's responsibility to carry out their own risk assessment and decide whether it is safe to go out. Coaches and crew members have the final decision as to whether to go out.

Normal Rowing Rules

All crews must record their **Names and Boat Type** (i.e. A Smith B Jones 2x) on the large “white board” on the main entrance door **Prior to going on the water** boating and **remove** that record upon their safe return.

The lead launch driver must carry the club callout mobile phone and co-ordinate other launch drivers. All members will be informed of the Club “SOS” phone and single scullers not accompanied by a launch are required to carry their own phone in a waterproof pouch whilst on the water with this “SOS” number stored in the contacts.

Launch drivers must carry a mobile phone with the numbers of other Launch drivers in their phone along with DRC Committee members.

Instructions to coxes and steers to keep a good lookout and comply with the circulation plan and the Navigation rules, both being described later in this document, at all times when afloat.

At all times the Bow-person (including single scullers) plus the Stern person of crew boats **MUST** wear a bright (high-visibility) top above the waist (and hat if cold). This is strongly advised for all crewmembers.

Athletes and club members should stay off the landings and water's edge unless they are required to do so.

Athletes should;

- Only progress to the water when safe to do so
- Use the Safe to Row Dashboard and River Status (noticeboard at the main entrance to the boathouse) and obey by those rules
- Select the appropriate boat size and crew
- Observe the Rules of the Don (separate document on the DRC website)
- Observes the requirements of this Safety Plan
- In respect of potential Hypothermia and Over Heating athletes should observe and regularly check their crew mates and other athletes for appropriate clothing for the conditions throughout the day
- Maintain proper and regular observation of all other boats and athletes to prevent collisions both on land and on the water
- Be aware of other crews and their planned activities on the river by reviewing the Outings Board (white board on main door) prior to boating
- Be aware of debris, both floating and semi-submerged, in the river that could cause damage to the boats and potentially capsize. Debris should be recorded on the Outings Board upon the crews return to the boathouse to warn other crews.
- Crews and Single scullers not being followed by a launch should carry a mobile phone in a waterproof bag and have the phone number of the Club Mobile (to be carried by the main launch driver) and Committee Members to summon assistance in case they cannot return to the boathouse.
- Be aware of other river users (Commercial traffic, Paddle-Boarders, Canoeists, Canal Boats, Motor Cruisers etc), they may not comply with river navigation rules (right side of the river, speed, wake), crews should observe and be prepared adjust their speed and direction so as to avoid a collision.
- Be aware of Anglers and the possibility of entanglement with their lines and hooks.
- Of other members of the public so of whom may be abusive. If they are abusive do not engage and move away from the area asap.
- Be aware of members of the public when walking through the park to and from the boathouse. If abusive, do not engage with them, move to a safe location asap and if harm is caused phone for the police
- Be aware of the particular hazard locations on the River Don as identified in the Rules of the Don (separate document on the DRC website) and the Navigation Map later in this document

When the river level is above the “concrete landing” no rowing is allowed by any singles or crews.

All crewmembers are advised at all times when afloat, other than when they are required to wear club kit during competitions;

- Not to wear Dry robe denims, jeans or heavy cotton clothing at any time.
- Not to wear a Hoodie when rowing or sculling as the thumbs tend to catch in the pockets, the hood can also get entangled with riggers in the event of a capsize or when coxing in a bow-loader as it could become entangled and impede a rapid exit.

Athletes should advise their Captains, Coaches and Junior Co-Ordinator and advise if they have any pre-existing health conditions or if they feel their general fitness level may not be sufficient. They should advise others (crew, coaches etc.) of any specific medical conditions prior to the outing and

carry in the boat appropriate medications & medical apparatus e.g. asthma inhaler, when appropriate.

Notification of medical issues should be declared on the membership form and Captains and the Junior Co-Ordinator will maintain register of health conditions and make it available to coaches as necessary.

In the event that lightening occurs all athletes and crews should immediately return to the boathouse landings, lift the boat(s) and move the boats and themselves directly into the boathouse and remain inside until the lightening ceases. Boats and blades Launch etc should not be cleaned outside.

Cold Water Rowing Rules (additional rules to Normal Rowing Rules above)

Immersion in cold water represents a particular risk. This may occur when a boat capsizes, is swamped, or a participant falls into the water from a launch or pontoon.

Sudden unexpected immersion presents four stages of drowning risk*:

		Predominant Risk	Approximate Timings
Stage 1	Initial immersion	Cold water shock	0-3 minutes
Stage 2	Short term immersion	Swim failure	3-15 minutes
Stage 3	Long term immersion	Hypothermia	15-30 minutes
Stage 4	Post rescue	Collapse	Hours after rescue

If you do fall into cold water, you will immediately gasp for breath and hyperventilate; this increases the possibility that you will breathe in water and may mean you cannot hold your breath. Just one large aspiration of water can severely affect your ability to breathe. Hyperventilation can also cause dizziness, confusion and panic. Your heart rate increases rapidly and your blood pressure increases, potentially leading to cardiac arrest.

- Stay with your boat if you capsize,
- Try not to panic (the gasping for breath will start to lessen with time)
- Get your body out of (and ideally off) the water as quickly as possible; know where you will get out of the river (see Reach map)
- In the winter months when water and air temperatures are low, single or double scullers and pairs who end up in the water should swim with/on their boat to the bank and get out of the river. They should then call for assistance using a mobile phone in a water proof pouch attached to the boat. Only get back into the boat and row back if you are confident that it is safe to do so.
- Seek medical attention in the treatment of moderate or severe hypothermia (see accompanying Advice for Cold Water immersion treatment note).
- Be aware of the possibility of secondary drowning sometime after you think you are safe. Seek advice if you have inhaled any water.

To minimise the risk of cold-water immersion the following additional rules apply over and above the normal River Status Rowing Rule when the Air temperature is **5°C or less**.

Amber conditions apply when the Air Temperature is less than or equal to 5°C. No inexperienced members are to be out without coaching supervision and launch cover (see rules below on launch cover requirements; these rules apply to all scenarios where launch cover is required).

At Air temperatures less than or equal to 5°C no novice or inexperienced rowers in small boats (singles, doubles and pairs) are allowed to go out. Big boats (fours, quads and eights) may continue to go out. The river status will remain at Amber. Coaching supervision and launch cover is required for those boats permitted to go out in these conditions.

At Air temperatures **less than or equal to 2°C** all small boat rowing (Singles, Doubles and Pairs) is suspended. Big boats may continue to go out with coaching supervision and launch cover. The river status will move to Red/Amber but with no small boat rowing.

When there is **visible ice** on the river, **NO Rowing** is permitted.

Launch cover requirements.

DRC has a club mobile phone for the primary launch driver to carry at all times. This number will not change and will provide a first point of contact to call for help in all circumstances. All scullers should be advised to program this number into their own phone.

If two or more launches are on the river one driver will be nominated by the launch drivers and will;

- Carry the Mobile phone in its holder and clip to their chest so it can be heard above the noise of the outboard engine
- Insert their name on the white board on the main door as the Primary Launch Driver
- Return the phone at the end of the session to its charging point (where the cox boxes are stored and charged)

Launch supervision is required (as specified in this plan);

- When there is only one junior crew out, 1 launch must be on the river, and the person driving the launch must have a phone on them to contact the boathouse or other members of the DRC Committee.
- When there are two groups of juniors on the water, two launches must be on the river and the launch drivers are to have mobile phones to enable contact with each other and the members in the Boathouse.
- All single and double scullers should be advised to carry a mobile phone in a waterproof pouch attached to their boat. Juniors that are not accompanied by a launch are required to do so.

Even when rowing is permitted it is every member's responsibility to carry out their own risk assessment (considering any medical preconditions, particularly related to the heart) and decide whether it is safe to go out. If in doubt, don't go out!

* Please refer to British Rowing 'Cold Water Immersion & Hypothermia'

Hypothermia Management

Advice for Cold Water immersion treatment

If you do fall into cold water, you will immediately gasp for breath and hyperventilate; this increases the possibility that you will breathe in water and may mean you cannot hold your breath. Just one large aspiration of water can severely affect your ability to breathe.

Hyperventilation can also cause dizziness, confusion and panic. Your heart rate increases rapidly and your blood pressure increases, potentially leading to cardiac arrest.

- **Stay with your boat if you capsize**
- **Try not to panic (the gasping for breath will start to lessen with time)**
- **Get your body out of (and ideally off) the water as quickly as possible; know where you will get out of the river**
- **Seek medical attention in the treatment of moderate or severe hypothermia**

When rowing is permitted it is every member's responsibility to carry out their own risk assessment (considering any medical preconditions, particularly related to the heart) and decide whether it is safe to go out.

- **If in doubt, don't go out!**

Advice for exposure to the elements

When the temperatures are low for example below 3 degrees or there is a low wind chill factor then there is a risk for hypothermia through exposure to the elements.

Club members are advised to carry spare clothing and/or a dry bag within the boat as a matter of prevention. When hypothermia symptoms are observed members should make their way back to the boathouse immediately.

* Please refer to British Rowing 'Cold Water Immersion & Hypothermia

http://www.rowhow.org/free/cold_water_course/story_content/external_files/Cold%20Water%20Immersion%20&%20Hypothermia%20v2.1.pdf

Nighttime Rowing

DRC does not allow Nighttime rowing i.e. before sunrise and after sunset

Low-Light Rowing Rules additional rules to Normal Rowing Rules above)

Rowing or sculling in poor visibility is not encouraged and those going out should consider whether their outing is necessary or prudent.

In addition to the published River Status Rules and normal navigation rules, those going out in low visibility must adhere to the following Low Light Rowing Rules:

Restrictions:

- **Only experienced** (as determined by Squad Captains), based on demonstrated capabilities and supervised crews/scullers are allowed to row/scull. This includes senior squads, masters/veteran squads, and recreational squads.
- Session risk assessments should ensure that the river is not congested, and that **crews of significantly different speeds are not on the water concurrently.**
- **Advanced and high-performance junior squads** may row/scull if approved by their coach, who is responsible for the decision.
- **No novice** crews allowed on the river
- **Junior intermediate** crews can row provided they are accompanied by a coach in a launch.
- **Small boats** (1x, 2x/2-/2+) subject to Club Captain/Captains and Junior Co-ordinator approval.

Visibility & communications requirements:

- At all times in poor visibility Bow-person (including single scullers) plus the Stern person of crew boats **MUST** wear a bright (high-visibility) top above the waist (and hat if cold) during such low visibility outings. This is strongly advised for all crewmembers.

Notwithstanding these rules, the Club Captain, Captains and Junior Coordinator or Rowing Safety Advisor can suspend rowing/sculling based upon their risk assessment.

Even when rowing is permitted, it is every member's responsibility to carry out their own risk assessment and decide whether it is safe to go out. If in doubt, do not go out!

Competence in the Water

It is important that rowers who find themselves in the water do not panic and are able to respond so that they can keep themselves safe. In effect, this means that they should be able to swim or float. Floating, rather than swimming, is recommended by the RNLI, because it tends to conserve heat and energy when in cold water.

All participants in rowing should be competent and confident in the water. Each club is expected to use its Risk Assessment to determine the capability that it requires its members to have.

It should be recognised that the ability to swim in a pool does not guarantee the ability to swim in cold, exposed waters.

Everyone taking part in rowing should be able to:

- Float unaided for at least five minutes and ideally
- Swim at least 50 metres in light clothing (rowing kit).
- Tread water for at least two minutes.
- Swim under water for at least five metres.

Those rowers who can only float or swim when wearing a buoyancy aid should also wear such an aid, or a lifejacket if coxing, whenever they are afloat.

Everyone is expected to:

- Inform the club of their current swimming or floating ability.
- Attend any swimming or floating tests as required by the club.

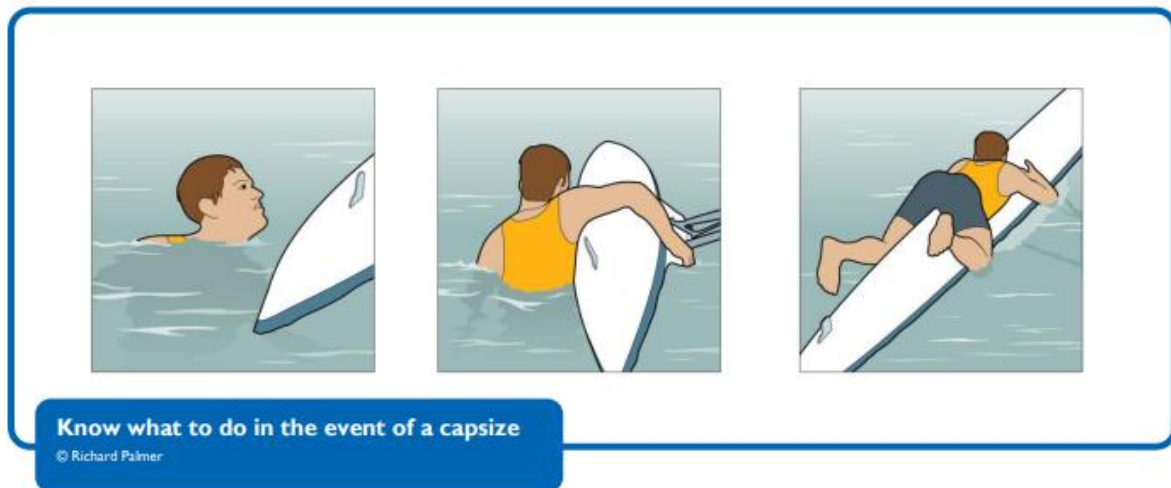
The Categories for Permissible Rowing for both Adults and Juniors are defined at Appendices 1 and 2. These are the rules which define the; Athlete Status, Allowable Time Periods, Range of Allowed River, Pre-requisites and Responsibilities. At least two of the following; The Club Captain, Captains, Junior Co-ordinator and Junior Coach, will define and keep a record of each members' Status to determine when, under what supervision and where they are permitted to row.

This evaluation will be conveyed to the member to determine their progression from training boats to fine boats and from racing crew boats to singles. Senior members must not row in single sculling boats unaccompanied, unless their captain is satisfied with their competence.

Capsize and Recovery

Capsize and Recovery training is important because it prepares rowers so that they will know what to do in the event of a capsize

- Everyone is expected to:
- Know what to do in the event of capsize or swamping.
- Understand the need to stay with the boat and use it as a life raft, unless doing so results in greater danger.
- Take precautions before going afloat to reduce the risk of capsize or swamping.
- Understand that the key steps are to:
 - Get free from the boat,
 - Get out of the water, and
 - Get off the water.
- Attend any Capsize and Recovery training offered by the club or complete the Capsize Training for Rowers online learning module.
- Be aware of the effects of cold-water shock and hypothermia, described in the Cold Water and Hypothermia online module and the Safety Alert - Cold Water Kills.

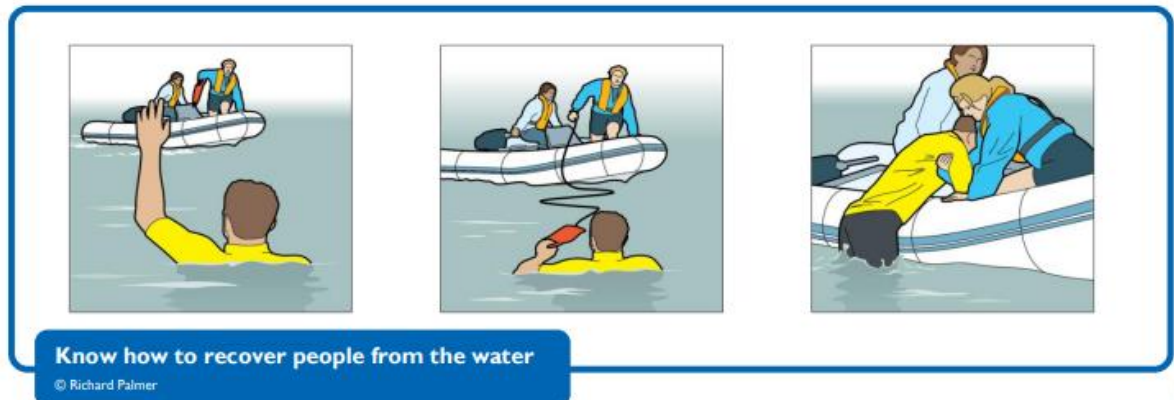


Club Officers are expected to:

- Ensure that all members know what to do in the event of capsize or swamping.
- Ensure that all members are aware of the effects of cold-water shock and hypothermia, described in the Cold Water and Hypothermia online module and the Safety Alert - Cold Water Kills.
- Promote a higher level of duty of care for junior, beginner and adaptive rowers.
- Have policies in place for those who have not been trained, particularly junior, beginner and adaptive rowers. These could, for example, require the wearing of lifejackets or buoyancy aids.
- Complete the Capsize Training for Coaches and Club Officials online learning module. Know what to do in the event of a capsize
- Organise Capsize and Recovery training in a local swimming pool or another safe setting to practise:
 - Getting free from an inverted boat (including releasing the feet from the shoes).
 - Getting on top of the boat, making rescue by launch and buddy rescue easier.
 - Getting back into the boat for those who feel capable and confident.
 - Lying on top of and paddling a boat (straddle and paddle).
 - Calling for help.
 - Buddy rescue.
 - Recovery using a throw line.
 - Developing confidence in the boat (balance drills).

Launch Drivers are expected to:

- Be competent and capable of assisting in the recovery of people in the water.
- Be at least 18 years old unless accompanied by a responsible adult



Coxes and Steers

DRC has produced a document GUIDE TO STEERING AND COXING ROWING BOATS which is filed on the DRC Dropbox and printed and kept on the rear boathouse wall (downstairs next to the toilet) detailing the expectations for coxes and steers.

New coxes and steers will read and understand this document and will be accompanied by a launch for their initial outings and until the Captains and Junior Co-ordinator approve them to undertake an outing unsupervised.

The captains and Junior coordinator will record the approval and training within the members profile alongside the rower's competency and permissible rowing levels as detailed within appendix 1 and 2.

Rowing Competence

Upon a new member graduating from the LTR courses that regularly run at DRC the new members will be integrated into the Men's, Ladies or Junior groups. From here the Captains and Junior Co-ordinator will mentor and assess the rower's abilities providing regular group and 1-2-1 coaching.

The competency will be recorded in the members profile as detailed within appendix 1 and 2 [Permissible rowing] in line with BR wet skills.

Land training

Land training GYM ROOM RULES

DRC values the safety of all its members, particularly those who use indoor machines in the gym area.

DRC is committed to providing a safe and secure environment for all members who use indoor machines in the gym area. The Club will take all necessary measures to ensure the safety of its members and will comply with all relevant health and safety legislation and guidelines.

The Club has conducted a risk assessment of the gym area and identified the following potential hazards:

- Members may use machines incorrectly, leading to injuries.
- Machines that are not properly maintained could cause accidents or breakdowns.
- Overuse of machines can lead to fatigue, dehydration, and other health problems.
- Members who use machines without proper supervision could be at risk of injury.
- Members with pre-existing health conditions may be at risk if they use machines without proper guidance.

To mitigate these risks, the following safety measures have been put in place:

- All members must adhere to safety rules when using indoor machines. These rules will be prominently displayed in the gym area and will include instructions on the correct use of machines and the need to report any safety concerns to the Club management.
- The Club will ensure that all indoor machines are properly maintained and serviced on a regular basis to prevent breakdowns and accidents.
- All juniors must be supervised when using indoor machines. The Club will ensure that there is a qualified coach or supervisor present in the gym area when juniors use indoor machines.
- Personal Health Assessment: Members with pre-existing health conditions must complete a personal health assessment before using indoor machines. This assessment will be carried out by a qualified coach or supervisor.

Safety Rules for Using Indoor Rowing Machines (Concept 2)

- Before using the indoor rowing machine, read the instruction manual and watch any instructional videos provided by the manufacturer to ensure that you are familiar with its proper use.
- Always warm-up and stretch before using the indoor rowing machine to reduce the risk of injury.
- Wear comfortable clothing and appropriate footwear that is non-slip and supportive.
- Adjust the machine to your height, weight, and skill level before use to ensure that you are using the machine correctly and comfortably.
- Use proper rowing technique, keeping your back straight and your core engaged to prevent injury.
- Start with a slow and easy rowing motion and gradually increase the intensity to avoid muscle strain.
- Drink plenty of water before, during, and after your workout to prevent dehydration.
- Do not push yourself beyond your limits and stop immediately if you feel any pain or discomfort.
- If you are ill or injured, do not use the indoor rowing machine until you have fully recovered.
- Clean the machine thoroughly after use to prevent the spread of germs and to maintain its proper functioning.

Remember;

- Safety first
 - Don't use the equipment unless you have been trained or are supervised by a qualified coach.
 - Always use good lifting technique
 - Follow the Row Safe rules
 - Load and unload bars evenly. Use bar collars.
- Treat others as you would like to be treated
 - Keep the room tidy and replace all weights after use.
 - Wipe down bars and benches after use.
- No "Earthquakes" - Don't drop weights and crash around. Control the lifts at all times and use spotters on heavy lifts.
- N.B. The wooden floor in the gym is not suitable for using heavy free weights without local reinforcement.
- No Food or drink in the weights room (Except water).
- Report all damage or injuries immediately.

First Aid

There are First Aid kits housed in plastic cases, with one located in the kitchen on the first floor of the boathouse

Other small first aid kits are stored in the blue tubs in each launch.

The Automated External Defibrillator (AED) is located on the wall in the kitchen on the first floor of the boathouse.

A list of Club First Aiders is maintained and posted on the club noticeboard.

If an ambulance is required for an emergency the national 999 service should be called and the following address should be given;

- Doncaster rowing Club, Hexthorpe Park, Greenfield Lane, Hexthorpe, Doncaster DN4 0HY
- A member of the club should immediately take the Hexthorpe park gate padlock key, from the box next to the fire alarm pin pad in the main boathouse next to the main door and open the main gates to Hexthorpe park and wait for the ambulance and offer navigation guidance to them.

First Aid boxes will be maintained twice per year as detailed in Appendix 3.

Launches

Club launches are the first level of response to undertake an on-water rescue. A DRC qualified driver should helm the launch and effect the rescue.

Launch drivers can only be approved by the; Club Captain, the CRSA, Captains and the Junior Co-Ordinator or qualified Committee Members, must be conversant with Launch Drivers Instructions

(DRC Dropbox) received the appropriate training from one of the above approvers, and be observed on at least three outings by an approver sitting as a passenger in the same launch.

External Training (RYA Level 2 courses could be made available to some members upon approval by the DRC Committee where launch driver is an essential part of their role at the club for example team coach.

Launch drivers shall check safety kit bag contents, and lifejacket/Portable Inflation Device (PFD) condition prior to each outing.

Each launch requires a loudhailer, mobile phone, paddle, safety bag (blue sealed tub), fuel tank, inflation pump if it is an inflatable launch.

Fuel for launches will be kept jerry cans in the locked steel cabinet in the old boathouse. Re-fuelling will take place outdoors and upon completion the jerry cans will be returned to the steel cabinet and the steel cabinet re-locked.

Launches will be maintained monthly as detailed in Appendix 3.

The Crane

A static crane has been installed to assist with the boating and de-boating of launches and must not be used for any other purpose.

This is a manual device and the detachable operating handle is stored in the boathouse.

Only adults who have been trained by a Coach should attach the boat and slings and operate the crane. All others not involved in lifting operation are to stay away from the launch being lifted or lowered, stay off the landing stage and away from water's edge whilst any lifting and lowering is in progress.

No one is to stand under launches during lifting and lowering.

If in any doubt or the device does not operate correctly when training was provided the device should not be used, should be marked as "out of action", and the Boathouse Manager advised of the fault.

The crane will be maintained twice per year as detailed in Appendix 3

Lifejackets and Personal Flotation Devices (PFDs)

Safety aids, such as lifejackets, throw lines and emergency blankets, can save lives. It is essential that they are readily available and maintained in good condition, and that everyone knows how to use them correctly. Lifejacket Crutch straps should be worn correctly.

Members must wear a lifejacket when coxing, in a launch or when required by the club or a coach.

Coxes in bow-loader boats must wear a non inflatable buoyancy aid as any inflatable device could inflate while the cox is in position and stop them getting out.

Inflatable lifejacket must not be worn under any other garment.

Lifejackets/PFDs must be checked before use and ensure that it is weight appropriate and fitted correctly.

Any safety equipment that is damaged, missing or deployed within the club should be reported.

Lifejackets and PFDs will be checked annually by the Safety Advisor or appropriately skilled member for leaks, damage, and gas cylinder integrity at regular intervals (at least once a year), with results recorded, any deficiencies rectified, and unserviceable equipment removed from use.

Lifejackets will be maintained annually as detailed in Appendix 3

Personal Security

As DRC is situated in a public park club members and their families should be aware of the possible hazard of abuse from other members of the public.

They should avoid walking through park alone at night or when other members of the public are present exhibiting threatening behaviour.

They should not enter club compound when unauthorised personnel have gained access unless suitably confident of their own security.

They should organise with colleagues to walk through the park in groups, when appropriate.

They should not allow non-members any access to premises without legitimate reason.

They should ensure access gates are locked unless during a club session and when members are within the boathouse compound and use the combination padlock held by the boathouse main door.

If a situation arises then members should;

- Seek assistance of other club members
- Seek assistance of other members of public
- Alert emergency services

DRC Induction guidelines

Use same checklist for juniors and adults, but tailor presentation to audience, and invite parent attendance (and appropriate participation).

Welcome - a short intro on the sport, the club, parking, times when the club is open and safety on the water.

Hazard perception (ask them to list) - undertaken on the steps of the landing if the weather is appropriate.

- Emphasise stream/flow rate, wind, cold/rough water, other boats, equipment.
- Explain how we address hazards - yellow/red boards, key navigation rules, maps, night-time and low light water rowing rules, weather, safety launches, equipment safety checks, emergency procedures, incident reporting, supervision of junior ^[]_{SEP} crews, awareness of cruisers and other vessels, every river user's duty of care
- Mandatory safety checks - swim test, capsizing drill (what to do if you fall in), importance of washing hands after outings ^[]_{SEP} (water-borne disease awareness)
- Safety Aids like life jackets
- Clubhouse Fire Evacuation Plan
- Reminder that members are required to do their own risk assessment before they go out and are expected to take ^[]_{SEP} further appropriate precautions as necessary

Boathouse tour - walk around the boathouse and show first aid boxes, emergency exits etc.

Understanding equipment (demo) - participants should be able to name all parts of the boat and oar, understand buoyancy, identify all types of boat, know how to put boat on the water, how to put a boat down on trestles and back on the boathouse racking by the end. Check for understanding. Reinforce this learning throughout the Lean to Row (L2R) course and after.

How to row - basic sculling technique points (demo), how to get in and out of a boat, how to lock the gate, correct grip and posture, Safe Position, paddling, backing-down, squaring, feathering, stopping, turning etc. Participants should also understand the basic elements of the stroke and their naming; Front Stops, Back Stops, Catch, Tap-Down, Feather, Square, Legs, Body, Arms etc. Circulation Plan and Navigation Rules.

What to wear, and what not to wear, (Dry Robe/Fleece/Hoodie/Denim/heavy Cotton/Towelling) and why (demo) - safety implications, appropriate kit for different weather conditions, recommendations for beginners (low cost and functional) and club crews for racing, parental responsibility.

Coxing - explain this important role, its responsibilities, equipment used etc.

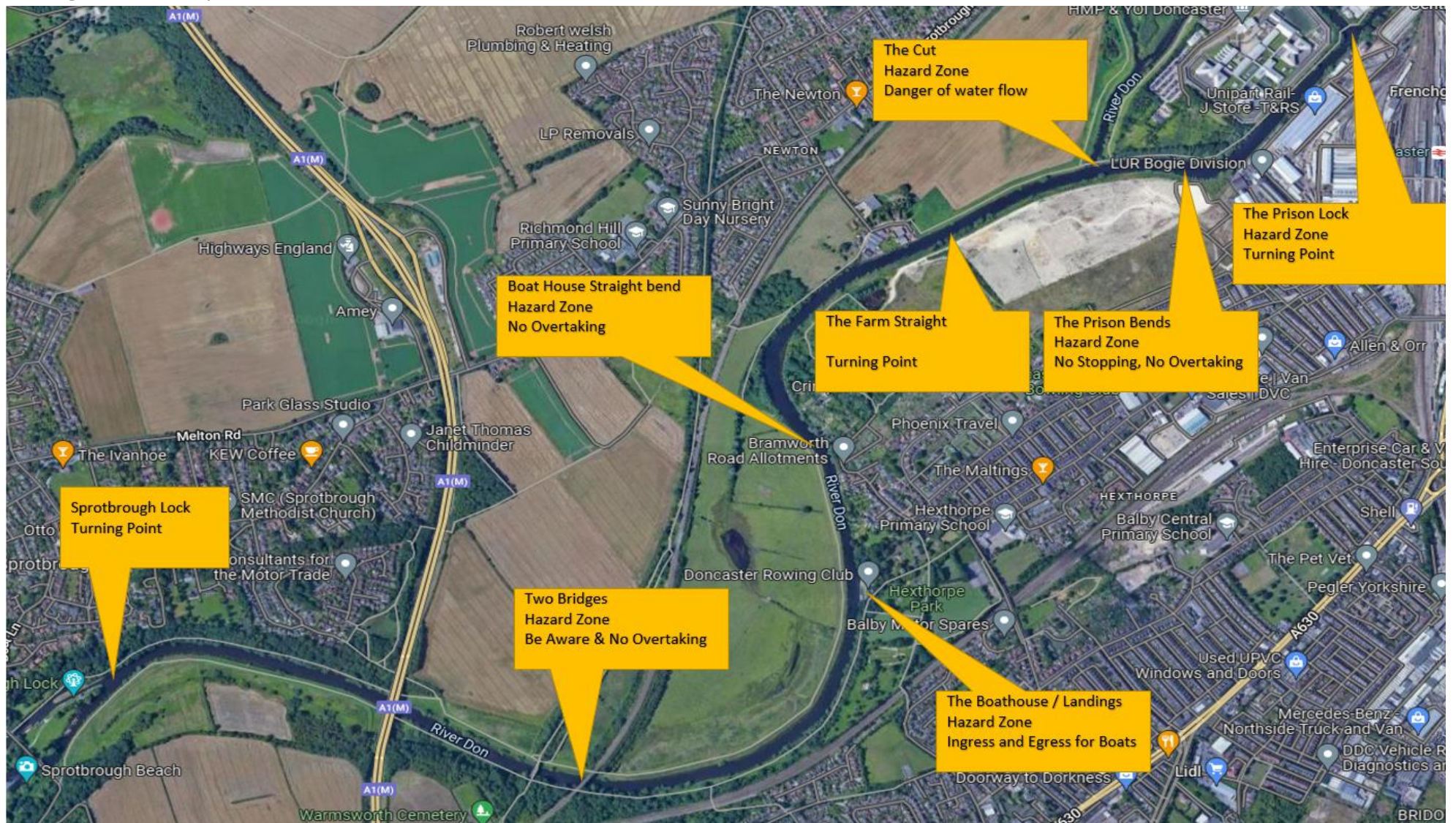
Progression through club from L2R into racing, different squads etc, how the club is run (key officers - Captain, Mens, Ladies and Juniors Captain, Club Rowing Safety Advisor and Welfare Officer), regattas and head races, key events in the racing calendar, racing at the club, training of all types - how much, how often?

What it costs - subscriptions (club and BR) and extras (regatta expenses, rowing kit and equipment)

Opportunities to volunteer and make new friends - pitch to parents!

Refer to the; Rules of the Don, the DRC Safety Plan, along with other safety resources on the DRC website, <https://www.doncasterrowingclub.com/> plus British Rowing's RowSafe guidance/minimum standards <http://www.britishrowing.org/taking-part/staying-safe/rowsafe>

Navigation Map of the River Don



Approved Turning Points



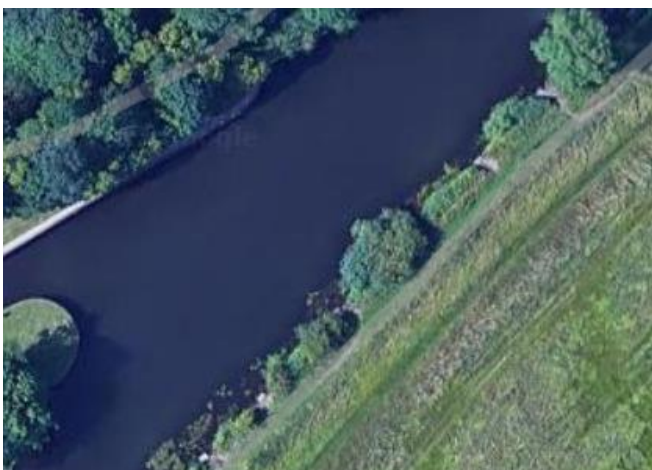
At Doncaster Prison

Crews proceeding downstream should turn at the junction of the River Don and the River Cheswold at the point named “River Don” in the picture to the left. After turning the crew should take a few stokes to progress upstream and out of the current.



On the Farm Straight

If crews progressing downstream wish to turn before the end of the course at Doncaster Prison, they should do so on the “Farm Straight” as it provides a lot of visibility for the turning crew and other crews on the water



At Sprotbrough

Crews progressing upstream should turn at Sprotbrough lock in the area in the picture to the left.

Steering and Navigation

Most rowing accidents result from steering and navigation errors and these often result from lack of competence and lack of attention. Competence issues can be addressed by good coaching.

Special care should be taken around the area of “The Cut” as the current can be strong, especially when the water level is high. When approaching The Cut from downstream may be draw towards it and should keep away and progress well past The Cut if they intend to stop.

The Navigation Map above details the hazard points on the stretch of the river we row on, athletes should understand the map and the points on the river where additional care should be taken to;

- Avoid collisions
- Understand the changing current at “The Cut”
- The narrowing river at the “The Two Bridges”
- The shallow water and poor visibility at the bend at “The Prison”
- The potential for a higher number of boats at “The Boathouse” and especially novices and less experienced rowers boating and deboating.

Landings at the Boathouse

Athletes should be aware of potential hazards of carrying boats and blades to the water and should;

- Show diligence regarding appropriate number of carriers of boat and other equipment, especially when wind levels are higher
- Remove hazards from route of boat carry prior to carrying the boat/blades
- Wear the appropriate footwear
- Manage their equipment so as not to present a hazard to others using the landing stages

Athletes should be aware of slip hazards on the landing from mud after the river has been in flood. Landings should be washed down after a flood and before equipment is carried to the river.

The wooden landing should be avoided after a flood until it has been washed down and dried out

Equipment Maintenance

Equipment that requires periodic inspection and maintenance is identified at Appendix 3 along with the frequency, dates, and person responsible.

Athletes should be aware of the potential hazards associated with faulty, incorrectly set or poorly maintained equipment and should ensure boats and blades are in satisfactory condition prior to boating paying attention to;

- boats general condition,
- heel restraints,
- shoe attachment to the footplates,
- gates,
- bow ball
- hatches.

Any issues identified that cannot be rectified before boating should be recorded in the maintenance book for future rectification works to be completed and logged when completed.

Around the boathouse

Athletes should be aware of hazards around the boathouse like the following; Carrying equipment about, Boats on trestles, Tripping hazards, Flammable fuel and should;

- Carry blades with Spoons first and down
- Alert other users of their approach
- Consider washing boats inside the boathouse during strong winds and tying boats to trestles if appropriate
- Keep fuel in appropriate containers only, keep fuel in the designated locked metal cabinet
- Fill launch fuel tanks in a safe area, outside of boathouse and away from sources of ignition.

Incident Reporting

All incidents should be reported using the British Rowing online reporting system

<https://incidentreporting.britishrowing.org>

It is important to report incidents as:

- We can all learn from others where situations have led to an incident and hopefully not put ourselves in similar situations
- Clubs can use their reports to identify areas of safety needing attention in their location
- Regional Rowing Safety Advisors are able to offer advice and help clubs develop their safe practice
- Statistics gathered are important to counter knee jerk reactions to situations. For example, 'all rowers should wear lifejackets like canoeists and yachtsmen!'
- Only where essential will the reports form the basis of evidence for the Club officers or the Regional Council (not the respective safety Advisors) to take action if deemed appropriate. There are obvious cases of antisocial behaviour/swearing etc that might require action as well as less obvious cases where reckless actions put lives at risk would fit into this category.

DRC maintains a log of club incidents, which is kept confidential amongst Safety Committee and Club Committee. Safety alerts are produced when there are lessons to be learned and shared with all members. These are anonymous

Adaptive Rowing Safety Plan and Rules

Adaptive rowing is for people with disabilities who participate in the sport of rowing. Anyone can get involved in rowing, regardless of physical disability, sensory or learning impairment. Adaptive Rowing means that equipment and training can be modified (adapted) to meet the rowers' individual needs and abilities as closely as possible.

Adaptive rowers will abide by DRC Safety Plan and Rules, with the following adaptations, recognizing there may be additional hazards and risks

<https://www.britishrowing.org/wp-content/uploads/2022/05/2022-RowSafe.pdf>

Adaptive rowers will:

- Provide the club with relevant information about their disability that may affect their own safety and the safety of others and any known "warning signs".
- Complete British Rowing's 'Pre-Activity Health Questionnaire' for Adaptive Rowing and make this information available to the club.
- Operate within their capabilities. Seek additional medical advice when appropriate.
- Provide the club with emergency contact details and information about actions to be taken in event of a medical emergency.
- Ensure that any medicines that are needed are carried, and that the people who are in a position to do so know how to find them and administer them.
- Check that equipment is safe for use and report any defects. Demonstrate safe release of straps before each outing.

Adaptive Coaches and/or Rowing Safety Advisor will:

- Conduct session risk assessment (to include accessing, launching and recovering boats), jointly with adaptive rowers.
- Provide advice on any issues associated that may affect safety, particularly when rowing, or refer them to their medical professional as appropriate.
- Ensure that coaches and others supporting adaptive rowers know what to do in an emergency and have access to emergency contact details for adaptive rowers.
- Be familiar with procedures for managing incidents. Be aware that some adaptive rowers will have compromised sitting balance and the risk of capsize is heightened.
- Check equipment is appropriate and safe when adaptations are made.
- Check correct fitting of pontoon floats (when used) before each outing.
- Maintain effective communication with rowers with a sensory impairment (visual, hearing) who may require additional support using radio and/or signage as appropriate.
- Ensure Event (e.g. regatta) Risk Assessments include risks for participating adaptive rowers

Safety Rules adaptations:

- No adaptive rowing when water temperature is lower than 8degrees C. Risk assess flow and meteorological conditions.
- Launch to cover all outings, unless the risk assessment determines adaptive rower can safely self-rescue and is accompanied in a 2/3/4/8 by experienced and competent rowers. Launches to stay within 50m of adaptive boats.

- Session risk assessment to determine if more than one launch is required (e.g. for multiple boats), and/or additional crewmembers required.

Capsize and Recovery procedure:

- Release the rower.
- Get the head above water, if release is prevented (e.g. by straps) until extraction is affected (carry a safety knife to cut straps if necessary).
- Recover rower to launch, or bank, as appropriate.
- Remove pontoon floats before up-righting boat.

Even when rowing is permitted, it is every member's responsibility to carry out their own risk assessment and decide whether it is safe to go out. If in doubt, don't go out!

Leptospirosis/Weil's Disease

Weil's Disease, also known as Leptospirosis, is rare in Britain with around 40 - 50 cases reported each year; however, the disease does kill one or two people every year. It is carried by water organisms, so those taking part in water sports can be at risk.

In the early stages Leptospirosis can be mistaken for flu but can develop into jaundice, kidney and liver failure.

While the risk of contracting the disease from recreational water is very small, British Rowing is taking a precautionary approach and reiterating its advice that the serious nature of the disease means that rowers must be aware of the dangers and should take simple, routine precautions to reduce the risk of infection.

The most likely place for Leptospirosis to be found is in stagnant water, water that is adjacent to farm land and any water where rodents are common.

What are the symptoms?

Typically, symptoms develop between 7 – 14 days after infection, although in rare cases the incubation can be as short as 2 – 3 days or as long as 30 days. Some cases may be asymptomatic, some may present with a flu-like illness with severe headache, chills, muscle aches and vomiting.

Many of the symptoms of Leptospirosis are the same as for other diseases and diagnosis is based on clinical suspicion followed by a blood test. There is a specialist reference laboratory for the disease that doctors can consult.

Ways to avoid contracting Weil's Disease

- Wash or shower after rowing
- Cover minor cuts and scratches with waterproof plasters before getting in your boat
- Clean open wounds, such as blisters or calf abrasions with an anti-bacterial substance
- Wear trainers or boots to avoid cutting your feet before getting in your boat

What to do if you think you have symptoms?

- Early diagnosis and treatment are important
- If you develop flu-like symptoms after rowing go to your GP and say that you are a rower •

- Leptospirosis is treated with antibiotics which should be administered early in the course of the disease

Further guidance

- NHS Direct <http://www.nhs.uk/conditions/Leptospirosis/Pages/Introduction.aspx>
- Section 5.3 of Row Safe: a guide to good practice in rowing

The following equipment will be inspected at the frequency and dates described in Appendix 3 by the nominated Club Official and maintenance performed as required;

- Life Jackets
- Boats
- Fire Extinguishers
- Showers
- Warm clothes (Ladies Changing Room)
- First Aid Kits
- Crane
- Lifting Slings (Crane)
- Electrical, alarm & PAT Test
- Launches
- First aid certificates
- Rowing Machines

Risk Assessment

Hazard identification and risk assessment are the basis for planning to maintain and improve safety. These provide events with the ability to understand the ways in which harm can be caused and to minimise both the probability of that harm occurring and the severity of harm should it occur. It puts events in control of their risks. The Risk Assessments are separate documents.

Separate Risk Assessments will be completed for club competitions

The British Rowing Risk Assessment template will be used, which is based on the following risk management principles:

1. **Identify hazard** (e.g. rough water), which may cause a hazardous event (e.g. capsize or swamping), which may result in harm (e.g. rower suffers from cold shock).
2. **Identify barriers** to reduce probability of the hazard causing a hazardous event (e.g. use more sheltered course), and the actions required to maintain the barriers (e.g. Chief Umpire and Regatta Safety Advisor make decision).
3. **Identify controls** to reduce the severity of harm (e.g. provide safety launches equipped with thermal blankets) and the actions to maintain controls (e.g. maintain launches and first aid packs).

The level of risk is calculated by multiplying the probability of the incident occurring by the severity of harm.

Regatta Safety

Each regatta will have a Safety Plan, Rules and Emergency Response plan. This will be based on the event risk assessment, which is reviewed and updated prior to each Competition.

A face to face meetings to talk-through the risks, barriers and controls will be conducted prior to each event.

Principle Questions to consider when going on the water:

1. How competent am I/my crew in the following and do I have approval to use the equipment I am planning to use:
 - a. Rowing/Sculling in a crew boat
 - b. Sculling in a single
 - c. Steering a coxless crew boat
 - d. Coxing a crew boat
 - e. Coaching
 - f. Launch driving
 - g. Safety boat driving
2. Do I know if I am permitted to row?
3. Do I know what the water flow and where to check it and do I know what the different restrictions are between green, amber, red/amber and red?
4. Do I know what the current water temperature is and what additional restrictions apply at the three key cold water temperatures – less than or equal to 8 Deg C, 5 Deg C and 3 Dec C
5. Do I know what the definition of “Low Light, or Cold Water, or Low-Light or Night Time Rowing” is? Do I understand the rowing rules?
6. Do I understand the restrictions around visibility?
7. Do I understand the restrictions around severe weather and electrical storms?
8. Do I know what our definition on an electrical storm is?

Appendix 1 Categories for Permissible Rowing – Adults

Seniors may only row at DRC within the following categories

(and when permitted by 'Safe to Row' & 'River Status' Dashboards)

The following categories are offered in relation to single scullers but can be used as guide when considering larger, crewed boats.

Larger, crewed boats are considered a lesser hazard. Consequently, anyone permitted to use a single scull within each of the categories below, will automatically be permitted to row in a larger boat in the same category.

Rowers may be permitted to row in a category above that for which they are permitted to in a single scull, within a larger boat, in some circumstances. This will only be allowed with the approval of a club coach.

Cat	Athlete Status	Allowable Time Periods	Range of Allowed River	Pre-requisites	Responsibility For					
					Go / No Go, & Crew & Boat Selection Decisions	'Basic Boat Check'	Appropriate Clothing & Accessories ⁱ	Rescue (To Bank)	Summon help (From Bank)	Rescue from bank to Boathouse or Place of Safety
A0	Absolute beginner	Within formal club sessions, including LTR sessions	As determined by coach. ⁱⁱ	1. Certification of ability to Swim ⁱⁱⁱ 2. Declaration of notifiable medical conditions or none 3. Mandatory Land based training ^{iv} 4. Consent of athlete	Coach	Coach	Coach	Coach & their assistants including bank observers (Using launch or throw bags)	Coach & their assistants including bank observers	Coach (Using launch)

A1	Intermediate (Restricted)	Within formal club sessions, including LTR sessions	As determined by coach. ^v	As above, plus 1. Declaration of having watched BR video on Capsize drill. 2. Demonstration of suitable competence and responsibility to satisfaction of two coaches ^{vi} . This will be formally recorded within the rower's development record and their name added to the club's list of rowers of this level of competence. ^{vii} 5. Understanding of basic rules of navigation. 6. Capacity to perform 'Basic Boat Check' 7. Three or more rowers in the outing operating the 'Buddy System' 8. Consent of athlete	Coach	Both athlete & coach	Both athlete & coach	Athlete	Other rowers within buddy system	Coach (Using launch)
A2	Novice	Within formal club sessions, including LTR sessions	Full river	As above, plus 1. Declaration of having read 'Rules of the River Don'. 2. Declaration of having read 'DRA Safety Plan'. 3. Demonstration of suitable competence and responsibility to satisfaction of two coaches ^{viii} This will be formally recorded within the rower's development record and their name added to the	Coach (or senior responsible member ^x)	Both athlete & coach (or senior responsible member)	Both athlete & coach (or senior responsible member)	Athlete	Other rowers within buddy system	Coach or senior responsible member (Using launch)

				club's list of rowers of this level of competence. ^{ix} 4. Consent of athlete						
A3	Seniors	During daylight hours only	Full river	As above, excluding operation of 'Buddy System", plus 1. Consent of athlete	Athlete	Athlete	Athlete	Athlete	Athlete ^{xi}	Athlete ^{xii}

ⁱ This may include additional clothing, water, sun lotion, medication, mobile phone (charged battery) in waterproof pouch etc.

ⁱⁱ This is expected to be restricted to 'Boathouse Straight', especially for small boats, but may be further for larger boats when coach provides escort.

ⁱⁱⁱ In some circumstances and with the agreement of the coach this may be relaxed but other mitigations must be in place i.e. wearing of buoyancy aid, to satisfaction of the coach

^{iv} To a standard equivalent to BR 'Wet Skills' Level 1 and to include basic erg based instruction of the rowing stroke & what to do in event of a capsize

^v This may include areas of river beyond 'Boathouse Straight' without coach escort

^{vi} To a standard equivalent to BR 'Wet Skills' Level 2 and understanding of 'Buddy System'

^{vii} This list to be maintained by the Membership Secretary and made available to club committee members.

^{viii} To a standard equivalent to BR 'Wet Skills' Level 3 and understanding of 'Rules of the River Don'

^{ix} This list to be maintained by the Membership Secretary and made available to club committee members.

^x This is expected to be a committee member or similar. If none available, then athlete should not take to the water.

^{xi} Athlete must make suitable arrangements in advance e.g. carrying of mobile phone in waterproof pouch, notification of 3rd party of plans & return time

^{xii} Athlete must anticipate this and make suitable arrangements.

Appendix 2 Categories for Permissible Rowing – Juniors

Juniors may only row at DRC within the following categories

(and when permitted by 'Safe to Row' & 'River Status' Dashboards)

The following categories are offered in relation to single scullers but can be used as guide when considering larger, crewed boats.

Larger, crewed boats are considered a lesser hazard. Consequently, anyone permitted to use a single scull within each of the categories below, will automatically be permitted to row in a larger boat in the same category.

Rowers may be permitted to row in a category above that for which they are permitted to in a single scull, within a larger boat, in some circumstances. This will only be allowed on the expressed permission and under the supervision of a coach.

Cat	Athlete Status	Allowable Time Periods	Range of Allowed River	Pre-requisites	Responsibility For					
					Go / No Go, & Crew & Boat Selection Decisions	'Basic Boat Check'	Appropriate Clothing & Accessories ^{xiii}	Rescue (To Bank)	Summon help (From Bank)	Rescue from bank to Boathouse or Place of Safety
J0	Absolute beginner	Within formal club sessions only	Boathouse straight only	9. Certification of ability to Swim ^{xiv} 10. Declaration of notifiable medical conditions or none 11. Mandatory Land based training ^{xv} 12. Parental consent	Coach	Coach	Coach	Coach & their assistants including bank observers (Using launch or throw bags)	Coach & their assistants including bank observers	Coach (Using launch)

J1	Intermediate (Restricted)	Within formal club sessions only	First bridge to 'houses'	<p>As above, plus</p> <p>3. Declaration of having watched BR video on Capsize drill.</p> <p>4. Demonstration of suitable competence and responsibility to satisfaction of two coaches^{xvi}. This will be formally recorded within the rower's development record and their name added to the club's list of rowers of this level of competence.^{xvii}</p> <p>13. Understanding of basic rules of navigation.</p> <p>14. Capacity to perform 'Basic Boat Check'</p> <p>15. Three or more rowers in the outing operating the 'Buddy System'</p> <p>16. Parental agreement</p>	Coach	Both athlete & coach	Both athlete & coach	Athlete	Other rowers within buddy system	Coach (Using launch)
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J2	Novice	Within formal club sessions only	Full river	As above, plus 5. Declaration of having read 'Rules of the River Don'. 6. Declaration of having read 'DSRA Safety Plan'. 7. Demonstration of suitable competence and responsibility to satisfaction of two coaches ^{xviii} . This will be formally recorded within the rower's development record and their name added to the club's list of rowers of this level of competence. ^{xix} 8. Parental agreement	Coach	Both athlete & coach	Both athlete & coach	Athlete	Other rowers within buddy system	Coach (Using launch)
J3	Novice (Suspended Category)	Within or without formal club sessions but during daylight hours only	Full river	As above, excluding operation of 'Buddy System', plus 2. Parental permission	Coach	Both athlete & coach	Both athlete & coach	Athlete	Coach ^{xx}	Coach ^{xxi}

i This may include additional clothing, water, sun lotion, medication, mobile phone (charged battery) in waterproof pouch etc.

ii In some circumstances and with the agreement of the coach this may be relaxed but other mitigations must be in place i.e. wearing of buoyancy aid, to satisfaction of the coach

iii To a standard equivalent to BR 'Wet Skills' Level 1 and to include basic erg based instruction of the rowing stroke & what to do in event of a capsize

iv To a standard equivalent to BR 'Wet Skills' Level 2 and understanding of 'Buddy System'

v This list to be maintained by the Membership Secretary and made available to club committee members.

vi To a standard equivalent to BR 'Wet Skills' Level 3 and understanding of 'Rules of the River Don'

vii This list to be maintained by the Membership Secretary and made available to club committee members.

viii Cach must make suitable arrangements in advance e.g. carrying of mobile phone in waterproof pouch, notification of 3rd party of plans & return time

ix Coach must anticipate this and make suitable arrangements bearing in mind selection of coach's craft

Appendix 3 – Equipment Inspection Schedule

Ref	Equipment	Inspection Frequency	Responsibility	Record to be kept and files on DRC Dropbox
1	Life Jackets	Yearly (January)	Boathouse Manager	Yes
2	Boats	Every water session by crew/coach or Quarterly (January, April, July, October)	Boatman	
3	Fire Extinguishers	Yearly (January)	Boathouse Manager	Yes
4	Showers	Twice Yearly (January and July)	Boathouse Manager	
5	Warm clothes (Ladies Changing Room)	Yearly (August)	Ladies Captain	
6	First Aid Kits	Twice Yearly (January and July)	Boathouse Manager	Yes
7	Crane	Twice yearly (January and July)	Boathouse Manager	Yes
8	Lifting Slings (use with the Crane)	Twice Yearly (January and July)	Boathouse Manager	Yes
9	Electrical, alarm & PAT Test	Yearly (January)	Boathouse Manager	Yes
10	Launches	Monthly	Boatman	
11	First aid certificates	Twice Yearly (January and July)	Committee	Yes
12	Rowing Machines, exercise bikes, gym equipment	Twice Yearly (January and July)	Boathouse Manager	

Appendix 4 - Emergency Response Plan

In the event of an emergency the Athlete, Crew or Launch Driver will make the decision as to the level of emergency response required, i.e., the need for boathouse first aid or emergency services.

It is important to note that, in any situation where it is believed that the attention of the emergency services may be required, the emergency services should be called without delay.

Where Juniors are involved, the Launch driver will take the lead in organising the response, contact the Lead Launch Driver, Boathouse and/or Committee Members and/or the Emergency Services using the Club Mobile phone they are carrying or their own phone if they are not the Lead Launch Driver.

Where Adults are involved, if accompanied by a launch, the Launch driver will organise the response, if not, the athlete and crew(s) will organise the response using a mobile phone they are carrying in their waterproof pouch. (See Normal Rowing Rules above)

ACCIDENTS ON THE WATER

Priority 1 – Full River Evacuation

In the event of a major incident or a change in environmental conditions (eg lightening, sudden change in river flow) requiring the evacuation of the river, the athlete, crews and launch drivers, if present, will evacuate the river as soon as possible and take shelter in the boathouse.

The white board detailing the boats/crew on the river will be assessed by those on land and launch(s) despatched to those upstream and downstream of the boathouse to ensure the athletes and crews are evacuated from the water as soon as possible.

Where there is a risk of serious or life-threatening injury to an individual or group, refer also to the actions for a priority two accident on the water.

Priority 2 – Serious or Life-Threatening Injury

Call for rescue launch(s) by Mobile Phone to the Club Mobile Phone giving the location. Eg “on the bank by the farm”

Evacuate the injured individual(s) to the nearest appropriate land point; this is likely to be the landing stages or river bank, as this will provide controllable access for the emergency services.

Call 999 when appropriate.

If members are at the boathouse one member should go to the Hexthorpe Park gates, unlock them and guide the emergency services to the boathouse. Rescue launch(s) should be readied to take the emergency services to the injured person(s) with multiple lifejackets if the incident and injured person(s) are not at the boathouse.

Priority 3 – Actual or Suspected Minor Injury or Precautionary Measure

Call for Rescue Launch(s) using the club Mobile Phone.

Where appropriate, alert members at the boathouse and request a First Aider to rendezvous at the boathouse.

Individual evacuation to boathouse.

ACCIDENTS ON LAND

It is recognised that a land-based emergency can happen anywhere in the grounds of the park or the boathouse.

Priority 1 – Large Scale Evacuation

Evacuation from boathouse or enclosure area. An announcement will be made by a member at the scene.

A club member will contact emergency services where appropriate.

Any potential action to deal with the incident prior to the arrival of the emergency services must not introduce further risk of injury.

Where there is a risk of serious or life-threatening injury to an individual or group, refer also to the actions for a priority two accident on land.

Priority 2 – Serious or Life-Threatening Injury

Club first aiders and club members will provide First Aid.

Club first aiders and members to contact emergency services where appropriate.

Priority 3 – Actual or Suspected Minor Injury or Precautionary Measure

Where appropriate, alert club first aiders to imminent arrival of injured person(s) at the boathouse.

Evacuate individual(s) to medical point in the boathouse (upstairs) or on the ground floor of the boathouse as appropriate.

Notes
