



KINGSTON ROWING CLUB

SAFETY AND BOATING PLAN

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INTRODUCTION

All new members of Kingston Rowing Club sign to confirm that they have read and understood this document on completion of the KRC membership application form.

Due to the nature of rowing there are a number of risks inherent in the sport. Whilst KRC wants all members to enjoy the sport it is very important not only for your own safety but also those of other rowers and river users that everyone is aware of and complies with basic safety policies and protocols.

KRC has an appointed Safety Officer who should be consulted if you have any questions about this document or any health or safety issue.

ROW SAFE GUIDELINES

The Club fully supports and implements British Rowing's Row Safe Guidelines and has arrangements in place to ensure that it remains compliant with them. It is a condition of membership that all members will do likewise to the extent that the guidelines apply to them as individuals. The Committee would like to remind members that such compliance by individuals is also a condition of membership of British Rowing.

A copy of the Row Safe Guidelines is kept for reference with other record books mentioned in this document in the boathouse. Copies are also available from British Rowing and on the British Rowing website <http://www.britishrowing.org/row-safe>. All rowers should read this document and ensure that they comply with it.

SAFETY NOTICE BOARD & PHONE NUMBERS

The KRC safety notice board is located in the lobby of the boathouse. Important safety information and announcements will be posted here as well as club policy updates. All members should review this board regularly.

There is an emergency phone in the lobby along with a list of useful phone numbers.



CLUB RULES

All members using club or private boats from the boathouse must:

1. Familiarise themselves with the British Rowing Row Safe Guidelines.
2. Comply with the KRC Code of Conduct.
3. Be able to swim 50m in light clothing, tread water for 2 minutes and swim underwater for 5m or they must wear a personal flotation device whilst on the water.
4. Be in good health¹
5. Wear suitable clothing for the weather conditions.
6. Know the local navigation rules as set out in this document.
7. Wear buoyancy aids at all times when coxing or using launches.
8. Record details of all outings in the outing log provided.
9. Record any incident online at <http://incidentreporting.britishrowing.org>
10. Be courteous to other rowers, rivers users, fishermen, and members of the public.
There is NO excuse for foul or abusive language.

In addition, coaches and launch drivers must:

1. Educate and train their crews in understanding and following the club's Safety Plan.
2. Familiarise themselves with the Guidelines on the safe use of coaching and safety launches contained in the Row Safe Guidelines.

Members should challenge any other member who is seen to be non-compliant with this Plan or with any specific Row Safe guidelines.

EQUIPMENT

BOATS

An Equipment Officer designated by the Committee will undertake periodic inspections of the Club's boats and other equipment and will arrange for necessary repair work to be carried out promptly.

Any unsafe, damaged or missing equipment should be recorded by members in the Equipment Repairs Log. Damage should also be reported to the Equipment Officer, a Vice-Captain or the Captain as soon as possible.

Do not remove equipment from one boat to remedy a deficiency or damage in another.

¹ Anyone who is in any doubt as their fitness to participate in rowing or sculling should consult their GP before taking part in any strenuous activity.



Before using any boat, whether one owned by the club or privately, ensure that:

- a bowball is fitted securely and has no cracks or splits
- heel restraints are in good condition and not frayed, and allow the heels to come up only to the level of the stretcher. This is to enable safe exit from the shoes in the event of capsizing
- hatch covers and bungs are correctly and securely fitted
- rudder cables are in good condition and move freely
- rigger nuts and top nuts are secure
- rudders & fins are straight

FIRST AID EQUIPMENT

A First Aid box is kept in the boathouse lobby. This is checked regularly and replenished as necessary. However, please note that it is provided for use in **emergencies**, and therefore should not be used casually, e.g. to replace blister plasters. Any use of first aid should be recorded as an incident as any injury constitutes a reportable incident.

LIFE JACKETS AND SAFETY KITS

Life Jackets are available in the Captain's office. All coxswains, launch drivers and passengers are required to wear a lifejacket or buoyancy aid when on the water. Rowers that cannot meet the swimming competency standard set by British Rowing are also required to wear a lifejacket or buoyancy aid when in a boat.

In front loader boats only manually inflated life jackets must be worn to allow easy and unrestricted escape from the boat.

Before using a lifejacket make a visual check that the CO₂ cylinder is undamaged and tight, the automatic inflation cartridge has not been fired or the manual firing mechanism used. Ensure the manual activation cord is visible and can be easily used in an emergency.

Safety kits are provided for launches in accordance with the British Rowing Water Safety Guidance.



SAFETY ON THE WATER

BOATING POLICY

All KRC members using club boats must comply with this boating policy. We also advise all users of private boats to comply with this policy. In exceptional circumstances the captain or their delegate may give permission to crews to boat when this policy advises against it. All outings must be logged in the outing log book.

The following steps describe how to use the boating policy table below:

1. Add up the total danger score for the stream conditions, light conditions, visibility and water temperature.
2. Compare the total with the table below to see if the policy allows you to go afloat.
3. If the maximum danger score calculated is greater than the value in the table below for your boat type and experience then you must not boat without permission from the captain or their delegate.
4. The wind strength and direction should also be taken into account. If in doubt, please err on the side of caution.

$$\begin{aligned} \text{Total Danger Score} &= \text{Stream Conditions Danger Score} \\ &+ \text{Light Conditions Danger Score} \\ &+ \text{Visibility Danger Score} \\ &+ \text{Water Temperature Danger Score} \end{aligned}$$

Stream conditions	Green	Yellow	Red
Danger Score	0	1	4
Notes:	Stream conditions are taken from Teddington lock, and displayed on the notice board in the lobby of the boathouse along with the date they were updated. If the boards were updated over a day before, contact Teddington lock (0208 940 8723) or check http://riverconditions.visitthames.co.uk/ to find the current status. As well as the stream conditions from Teddington lock a stream test can be used to aid decision-making. If an object takes <46s to drift from the upstream end of the landing stage to the flagpole, assume the stream conditions are red.		

Light Conditions	Light	Dark
Danger Score	0	2

Visibility	>120	60 – 120m	<60m
Danger Score	0	3	5
Notes:	If you cannot see the far bank from the balcony of the club the visibility is less than 60m. If looking at 10 o'clock from the balcony you cannot see the white railings on the far bank the visibility is less than 120m.		

Water Temperature	>4° C	<4° C
Danger Score	0	3

Maximum Total Danger Score Allowed To Boat			
	Juniors	Novices	Experienced Crews
1x / 2-	0	0	2
2x	0	0	2
4- / 4x	1	0	3
4+ / 4x+ / 80	2	1	3



Important points to note are:

- The wind strength and direction should also be taken into account particularly by novice and junior crews.
- If you're going out alone, make sure someone knows.
- If you are given permission to boat on red boards or in reduced visibility you must have a launch accompanying the crew.
- Juniors must always be accompanied by a safety launch.
- Anyone going afloat in breach of the boating policy without permission from the captain or their delegate may be subject to disciplinary action by the Club. In addition, they should be aware that they may also incur personal liability in respect of any incident in which they are involved on the water.

LIGHTS

If there is any chance crews will be on the water in the hours of darkness or in poor visibility, check **BEFORE GOING AFLOAT** that boats and accompanying launches are fitted with the correct lights. All rowing boats must carry a white light on the bow and stern of the boat so that they are visible through 360 degrees.

There are no exceptions to this - it is a legal requirement - and individuals failing to comply may be subject to disciplinary action.

EXPERIENCE

Before going afloat all crews and coxes must check the boating policy against the current conditions and ensure they have sufficient experience to cope with the prevailing conditions of weather and stream.

No beginners crews should go afloat unaccompanied AT ANY TIME. They should ALWAYS be accompanied by a coach, preferably in a launch.

No novice or inexperienced coxes should cox inexperienced crews except under the direct supervision of a coach.

No crew should be coxed by a novice or inexperienced coxswain at night.

WEATHER AND TEMPERATURE

No crew will be allowed to boat if they do not have sufficient experience to cope with the current weather conditions.

Bear in mind also that the weather can change rapidly – be prepared to abandon an outing at any time if the conditions deteriorate once you are on the water.

All rowers and scullers are reminded that, especially during the winter months, the risk of hypothermia from wearing insufficient clothing or, with inexperienced crews, from not moving vigorously enough to generate sufficient body heat is a **REAL DANGER**. As a precaution, ensure that you wear several thin layers of appropriate clothing, preferably with a waterproof garment on top. Coxes, especially, should be well protected, including with hats and gloves (preferably waterproof) but should not wear Wellington boots in a boat.



All rowers and scullers are reminded that, especially during the summer months or when away on training camp there is a risk of sunburn, sunstroke and heat exhaustion. Athletes should keep well hydrated and protected from the sun by using sun cream, wearing suitable clothing and a cap.

STREAM CONDITIONS

All crews should check the boating policy against the current weather conditions before deciding if it is safe to boat.

Remember: If in doubt – do not go out!

Bear in mind also that the river conditions can change rapidly – be prepared to abandon an outing at any time if the conditions deteriorate once you are on the water.

CAPSIZE PROCEDURE

If you swamp or capsize HOLD ON TO YOUR BOAT, which has enough buoyancy to support you and tow it, push it, gently towards the bank whilst swimming.

Once at the bank right your boat, empty the water and get back in if you can. If no help is available, or if the boat is damaged beach it securely and seek help.

Only if there is real danger of your boat going over or under a weir and taking you with it should you abandon the boat and swim to the bank.

INCIDENT REPORTING

Any incidents or 'near incidents' that you are involved in either on or off the water must be reported using the British Rowing Incident Reporting Tool. When in a crew boat the incident should be reported by the steersperson or coxswain. The tool can be accessed from the British Rowing home page (<http://www.britishrowing.org>). This enables the Safety Advisor to monitor all incidents and to identify any actions required to minimise the risk of them occurring again.

Examples of incident types you need to report:

- Capsize or falling out of boat through; inexperience, contact with another rowing boat, contact with other object, equipment or boat failure
- Collision through; contact with static object, moving object, navigation issue, poor visibility or lighting
- Swamping through; through water, collision with other rowing boat, collision with other object, wash
- Health related; manual handling, respiratory, hypothermia, heat stress, water-borne disease
- Equipment failure; boat buoyancy, riggers, gates, seats/feet, steering equipment, bow ball, blades/sculls, safety/coaching/rescue launch, PFD's, throw lines, racking
- Land training due to; weight training, circuit training, running, cycling, indoor rowing, slips/trips
- Behaviour; vandalism/violence
- Trailer towing: failure of equipment, driving issue, incorrect or improper stowage, falling from a height



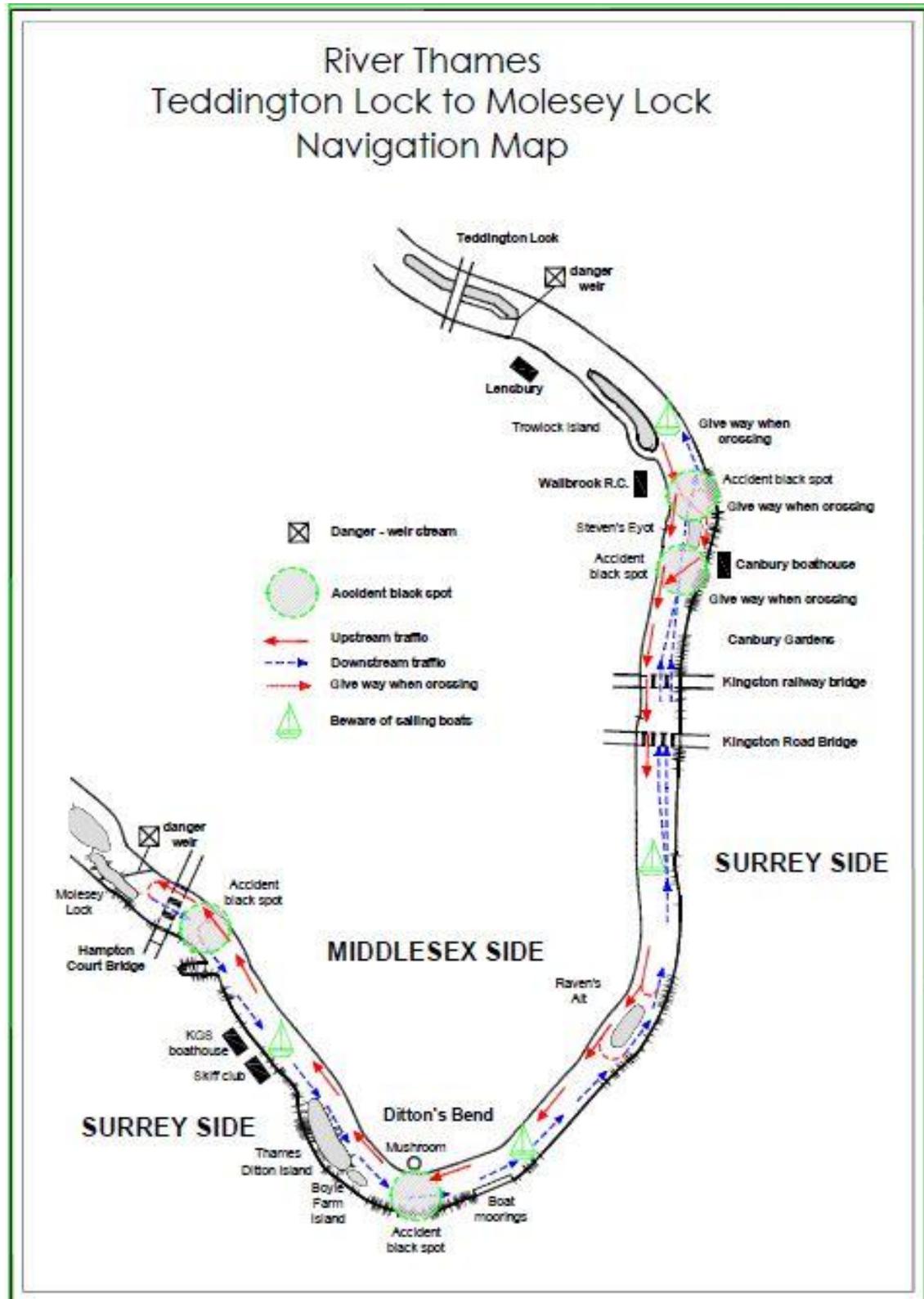
Examples of 'near incidents' you need to report:

- sudden evasive action had to be taken to avoid a collision
- a boat is flouting navigation rules
- a boat is not displaying the required lights at night
- a crew has boated in high risk conditions
- a dangerous situation existed



RIVER NAVIGATION

NAVIGATION MAP



This navigation map is also available on the Safety Notice Board. Please study it to remind yourself of the navigation guidelines and accident black spots before boating.



LEAVING THE LANDING STAGE

When carrying the boat and blades to the landing stage check carefully for cyclists, runners and other members of the public that may be using the towpath.

Always boat facing upstream and check for other river traffic before leaving the stage.

If intending to go downstream (towards Teddington Lock), move upstream first before crossing to the centre and turning to pass down the Middlesex side (the opposite side to the boathouse) of Stevens Ait.

Boats travelling upstream from the club towards Hampton Court should cross to the Middlesex side of the river (the opposite side to the boathouse) and keep approximately 4 metres from the bank. At Kingston Bridge, pass through the arches on the Middlesex side of centre. At Ravens Ait, use the channel on the Middlesex side.

Boats travelling from Hampton Court downstream towards KRC should be on the Surrey side (boathouse side). At Ravens Ait, use the channel in the Surrey side. At Kingston Bridge use the arches to the Surrey (town) side of centre. Otherwise, boats travelling downstream can take the centre of the river to keep in the stream but care must be taken at all times.

Before turning at any time, always check for boats coming in the opposite direction and wait until they are clear if necessary.

DANGER AREAS

Particular danger areas on the reach are:

- Immediately downstream of Stevens Ait (the island opposite the landing stage),
- Between Kingston Bridge and the Railway bridge,
- Marina Bend,
- Dittons Bend,
- The Hampton Court end (upstream) of Dittons Island,
- Immediately downstream of Hampton Court Bridge.

Special care should be taken to remain in the correct side around bends, and resist the temptation to cut any corners, as this is potentially extremely dangerous.

RETURNING TO THE LANDING STAGE

All boats should approach the landing stage upstream along the channel on the Surrey (boathouse) side of Stevens Ait. When returning downstream to the boathouse row past Stevens Ait in the Middlesex channel before turning to return to the boathouse. When sailing boats are present in the area please turn close to Stevens Ait to minimise disruption to their racing. If returning upstream from Teddington lock, cross the river at the same point, making sure first that the river ahead is clear. If there are other boats at the turning point turn or cross in rotation and proceed back upstream in single file. If the landing stage is busy wait just downstream until a place on the stage becomes free and then proceed to shore.

After landing clear the stage as quickly as possible to make room for other boats. When you are leaving the landing stage check carefully for cyclists, runners and other members of the public that may be using the towpath.



Underlying all these provisions is an assumption that thought and common sense will be applied at all times. If you have any doubts or questions about any issue arising from the Plan and procedures outlined please ask the Captain, a Vice Captain or the Safety Adviser.

LAND TRAINING

RUNNING

Running in the dark on roads in the area (either as part of organised fitness training in the winter months or as an individual) can be potentially dangerous.

- Wear reflective or light coloured clothing.
- Run facing oncoming traffic.
- Run in company.
- Select a route which has street lighting and pavements/walkways and is clear of traffic.
- Do not go into Richmond Park at night during the Deer rutting season or when the deer are calving.

WEIGHT TRAINING

- Do not train alone.
- Do not lift weights unsupervised.
- Before commencing a set of lifts ensure the collars are secured tightly on the bar.
- Be mindful at all times and give adequate space to other people training around you.

OTHER SAFETY ISSUES

WEIL'S DISEASE (LEPTOSPIROSIS)

As rowers, be aware that this dangerous disease can be caught from contaminated river water and you are advised to familiarise yourself with the symptoms which start around 10 days following infection with the bacterium. Symptoms are headache, fever, chills, severe muscle aches and tenderness, redness of the eyes, loss of appetite, vomiting and sometimes a skin rash. During winter months, flu-like symptoms are more likely and so might be wrongly ignored.

The Committee

Kingston Rowing Club