

	EXMOUTH GIG ROWING CLUB		CLUB RISK ASSESSMENT	
	<p>Registered Club Address 65 Egremont Road, Exmouth, Devon.</p>			
<p>Person(s)/Group at Risk</p> <p>Club members, novice rowers, rowers from other clubs, other estuary users & members of the public.</p>	Initial Assessment			
	Review			
	Following Incident		X	
<p>Activity/Task/Process/Equipment</p> <p>Boat movement from boatyard, launching from slipway or beach, rowing, racing (including intra-club racing) and recovery of boats.</p> <p><i>This scope of this risk assessment does not cover the planning and operation of the Exmouth Regatta (part of the Jurassic League). An event specific risk assessment will be undertaken each time a "home" regatta takes place.</i></p>	<p>Date of Assessment 12.03.2023</p> <p>Assessor Oliver Knights</p>			
<p>Authorised / risk assessed launch sites</p> <p><i>Primary:</i> Shelly Beach, Belchers Slipway & "The Gut" <i>Secondary:</i> Camperdown Slipway, Exmouth Recreation Ground Slipway, Exmouth Old Lifeboat Slipway, Exmouth New Lifeboat Slipway.</p>				

RISK MATRIX

		PROBABILITY					
		POSSIBLE CONSEQUENCES	RARE 1	UNLIKELY 2	POSSIBLE 3	LIKELY 4	ALMOST CERTAIN 5
IMPACT	Not Significant 1	Minor injuries or discomfort. No medical treatment or measurable physical effects.	1	2	3	4	5
	Minor 2	Injuries or illness requiring medical treatment. RIDDOR 1 day.	2	4	6	8	10
	Moderate 3	Injuries or illness requiring medical treatment. RIDDOR 3 day.	3	6	9	12	15
	Major 4	Lifecchanging injury or single fatality.	4	8	12	16	20
	Severe 5	Multiple fatalities.	5	10	15	20	25

<p align="center">Low Risk – Risk Score 1 to 4</p> <p>Little or no risk residing – cox to monitor conditions but no further actions need to be taken.</p>	<p align="center">Medium Risk – Risk Score 5 – 12</p> <p>Acceptable level of residing risk. Close monitoring of controls measures from cox, crew and committee members. Control measures reviewed regularly.</p>	<p align="center">High Risk – Risk Score 13 – 25</p> <p>Unacceptable level of risk resides. Cease activity immediately. Committee to decide on alternative methods to mitigate against risk.</p>
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SPECIFIC HAZARDS IDENTIFIED	A. Potentially affected parties - B. Possible Outcomes/injuries	BEFORE CONTROL MEASURES APPLIED			CONTROL MEASURES TO REDUCE RISK - Elimination - Substitution - Engineering Controls - Administrative Controls - Personal Protective Equipment	AFTER CONTROL MEASURES APPLIED			RESIDUAL RISK
		Severity	Probability	Risk Score		Severity	Probability	Risk Score	
Club Rowing, Social Rowing and Additional Sessions									
Strong Tidal Currents	<p>A. Members, novice rowers, shore crew.</p> <p>B. Exhaustion, Hypothermia from cold water immersion, Single drowning or multiple deaths.</p>	4	4	16	<ul style="list-style-type: none"> Tidal range and times known before session. Assessment of conditions made prior to departure. Session run by competent and trained full or club coxswain. Sufficient ratio of experienced to novice rowers to allow cox to steer in tidal flow / currents. Sessions adapted to make use of return eddies as resting points (e.g. behind the Warren). Session curtailed if conditions worsen or crew tires. Session restricted to Estuary – avoiding the channel between the Dawlish Spit and Exmouth Harbour. When rowing out to sea consider returning to Exmouth Beach if tide too strong to safely return to the estuary. Contact shore crew to assist recovery. Floatable VHF Radio (and mobile phone) to be on Gig and one with Shore Crew. Session cancelled conditions deemed unsuitable by coxswain – their decision is final and fully backed by the committee. All crew able to swim. Cox, pilot and juniors to wear life jackets. 	4	2	8	<p>Cox to monitor tidal conditions during session.</p> <p>Cox to radio coastguard EARLY if help required. Do not wait until conditions threaten life.</p> <p>Sessions should be cancelled / curtailed early if in any doubt.</p> <p>Following sessions can also be cancelled unless conditions improve.</p> <p>It is noted that the CPGA recommend the use of lifejackets for all rowers. Exmouth Gig Club will monitor the frequency of incidents and will enforce this as a rule if required.</p> <p>Members may wish, and are encouraged to, wear their own lifejackets.</p>

<p>Strong Winds</p> <p>Including water ingress into boat from spray, drifting towards hazards, wind chill.</p>	<p>A Members, novice rowers.</p> <p>B. Exhaustion, Hypothermia from cold water immersion, Single drowning or multiple deaths.</p>	3	4	12	<ul style="list-style-type: none"> • Weather forecast known prior to session. • Assessment of conditions made prior to departure made by cox. • Session run by competent and trained full or club coxswain. • Sufficient ratio of experienced to novice rowers to allow cox to return to launch beach – especially in offshore winds. • Sessions adapted to make use of sheltered areas e.g. “Duck Pond”. • Session curtailed if conditions worsen or crew tires. • Consider tying up if unable to continue. • Cox to radio coastguard EARLY if help required. Do not wait until conditions threaten life. • Cox and juniors to wear life jackets. • Ensure bailer in Gig before departure. • Windproof clothing worn by all. • Cox, Pilot and all crew able to swim. • Shore crew to relocate to an indoor area (ensuring they have contact with boat via VHF radio). 	3	3	9	<p>Weather conditions to be continuously reviewed by cox in conjunction with tide / current and waves</p> <p>Cox to radio coastguard EARLY if help required. Do not wait until conditions threaten life.</p> <p>Sessions should be cancelled / curtailed early if in any doubt.</p> <p>Following sessions can also be cancelled.</p>
<p>Collision with other Craft or Hazards</p> <p>Including channel markers, moorings, large flotsam, submerged chains, ropes, jetsam and sandbars</p>	<p>A. Members, novice rowers, other estuary users.</p> <p>B. Skeletal Injuries Hypothermia from cold water immersion, Single drowning or multiple deaths.</p>	3	4	12	<ul style="list-style-type: none"> • Session run full / club coxswain OR novice cox under supervision of a full coxswain. • Tidal range and times known before session. • Any restricted times or areas notified by the Harbourmaster known in advance and understood. • Hold water if unsure of other crafts movements. • Crew trained to “mind / lift kit” if passing close to stationary hazard. • Cancel session if docks too congested. • Sufficient water bailers to be carried. 	3	2	6	<p>Cox to be in control at all times.</p> <p>Crew members to advise Cox of approaching craft.</p> <p>Be mindful that not all estuary users are trained or competent.</p>

	Damage to third party boats, damage or potential loss of gig.				<ul style="list-style-type: none"> • Assessment of third-party craft numbers made prior to departure. • Do not row at night or when visibility is compromised (fog, mist or before sunrise / after sunset). • Avoid using the marked channel when busy with other users e.g. pleasure boats in the summer or fishing fleet year-round. • Cox to be aware of routes of water taxis, ferries and the location of the water-skiing areas. • Sandbars only crossed on incoming tide or when sufficient water under the boat. • Large flotsam to be fended off with oars if collision is likely. • Moorings buoys can become submerged in fast tides – cox to look for tale-tell of V shaped moving water and give wide berth. • Should capsize occur stay with boat – it will act as buoyancy and aids rescue services to locate. 				
<p>Launching and recovery</p> <p>Including transport via trolley and launching / recovery from beach or slipway</p>	<p>A Members, novice rowers, members of the public.</p> <p>B. Minor injuries, Skeletal Injuries, soft tissue damage, slips, tips and falls.</p> <p>Damage to third party boats / property / vehicles and damage to gig.</p>	3	2	9	<ul style="list-style-type: none"> • Ensure coxes and crew are experienced with launch and recovery procedures • All members to read and understand procedures in members handbook • Agreed timing to lift (“on three”) and clear and concise instructions used. • Sufficient people must be available to control launch. • Aids (such as straps) made available for use when lifting. • Always lift from a strong position and with the legs not the back. • Those under 16 MUST NOT lift gigs. 	2	2	4	<p>Additional manual handling advice can be sought from the Health & Safety Officer.</p> <p>The full launch and recovery procedures can be found in sections 4 - 7 of the members handbook.</p> <p>The manoeuvring of gigs are covered in the Attending Regattas and Storage section of this document.</p>

<p>Cold Weather</p> <p>Including the formation of ice.</p>	<p>A. Members, novice rowers.</p> <p>B. Hypothermia leading to unconsciousness and death. Slips and potential head injuries.</p> <p>Damage to gig.</p>	4	3	12	<ul style="list-style-type: none"> • New Member Secretary to advise novice rowers of appropriate clothing for cold weather rowing. • Experienced rowers to dress appropriately – layers and waterproofs are advised. • Session to be cancelled if weather deemed to be too cold. • Cox to be aware of deterioration of crew condition. • Crew to be aware of deterioration of cox condition (due to less physical exertion the cox is more vulnerable) • Consider shortening the session and reducing breaks when out on the water. • Change overs between sessions to be as short as possible on cooler days. • Cancellation of session if any crew member or the cox exhibits any signs of hypothermia. • Shore crew to relocate to an indoor area (ensuring they have contact with boat via VHF radio). • Cancel session if slipway or footpaths covered in ice. 	2	2	4	<p>Continue to monitor for signs of hypothermia including:</p> <p>Shivering, Slurred speech or mumbling, Slow, shallow breathing, Weak pulse, Clumsiness or lack of coordination, Drowsiness or very low energy, Confusion or memory loss, Loss of consciousness.</p> <p>DO NOT use thermal (silver backed) blankets on a cold person. Instead use additional clothing / dry towels or material blankets.</p>
<p>Hot Weather</p> <p>Including sunburn.</p>	<p>A. Members, novice rowers.</p> <p>B. Sunburn, Loss of sight, Dehydration, Hyperthermia, Heat exhaustion, Death</p>	4	3	12	<ul style="list-style-type: none"> • New Member Secretary to advise novice rowers of appropriate clothing for warm weather rowing. • Experienced rowers to dress appropriately with light clothing – sun cream to be applied to exposed skin. • Sunglasses advised to reduce glare and hats to reduce potential for heat exhaustion. • All crew to bring appropriate water / fluids to session – drinks to be shared if a crew member runs short. • Session to be adapted to increase number of drinks breaks and intensity of sessions made appropriate for crew experience / fitness levels. • Session to be cancelled if weather deemed, or becomes, too hot. • Cox to be aware of deterioration of crew condition. 	2	2	4	<p>The most common signs and symptoms of heat exhaustion include:</p> <p>Confusion Dizziness & Fainting Fatigue Headache Muscle or abdominal cramps Nausea / vomiting, Profuse sweating Rapid heartbeat</p> <p>It's important to note that some of these symptoms may be masked by the activity of rowing.</p>

					<ul style="list-style-type: none"> • Crew to be aware of deterioration of cox condition. • Shore crew to seek shade (ensuring they have contact with boat via VHF radio) 				Sea sickness will exacerbate dehydration.
Fog and Mist	<p>A. Members, novice rowers.</p> <p>B. Disorientation Collision Skeletal Injuries Hypothermia from cold water immersion, Single drowning or multiple deaths.</p>	4	2	8	<ul style="list-style-type: none"> • Session cancelled if visibility less than 200m – as a guide that means being able to clearly see the edge of Dawlish Warren Spit from the quay at the end of Victoria road. • Keep in sight of the shore and suspend the session if visibility worsens. • Crew to advise cox of approaching craft or other hazards. 	4	1	4	<p>Cox to monitor visibility during session.</p> <p>Sessions should be cancelled / curtailed early if in any doubt.</p> <p>Following sessions can also be cancelled.</p>
Electrical Storms	<p>A. Members, novice rowers.</p> <p>B. Electrocution, Burns, Death, Multiple Deaths</p>	3	5	15	<ul style="list-style-type: none"> • Weather forecast known prior to session. • All sessions to be cancelled if electrical storms are forecast or in progress. • If the session has started British rowing suggests using the '30 - 30 Rule' - Count the time until you hear the thunder. • If it is 30 seconds (approx. 10 km away) or less the cox should head for the nearest, safe, landing and the crew / shore crew should seek shelter immediately. • If its greater than 30 seconds consider cancelling session, returning to normal recovery location, disembarking and monitor. • If you can't see the lightning, just hearing the thunder assume the storm is 10km or less away. 	2	5	10	<p>Wait a minimum of 30 minutes after the last lightning or thunder before leaving shelter.</p> <p>Sessions should not restart until an hour after the last lightning or thunder – after careful consideration of the forecast.</p>

Skin Damage Injury	<p style="text-align: center;">A. Members and especially novice rowers.</p> <p style="text-align: center;">B. Blisters Raw skin "Giggers Arse"</p>	5	1	5	<ul style="list-style-type: none"> • Almost unavoidable but resulting injuries are minor, acute and short lived. • Prevention is limited – tape or gloves can be used. • Clean any skin damage injuries and treat raw skin with antiseptic. • Consider avoiding rowing until healed. If rowing with blisters cover the blister with a fabric plaster as a protective base layer over the wound and then wrap around zinc oxide tape or electrical tape to prevent the plaster rolling off with friction. • Crew to let the cox know if they sustain a skin damage injury that may inhibit their ability to continue to row during the session. • Avoid getting sand on the oar handles. • Some clothing may reduce chance of "Giggers Arse" (raw skin occurring on the tailbone) – a layer of lycra under normal rowing kit may reduce friction. 	4	1	4	<p>Ultimately the best protection for blisters on the hands is the formation of calluses.</p> <p>Burst blisters should be washed with antibacterial soap to avoid infection - especially from Leptospira bacteria</p> <p>Do not use methylated spirit to treat blisters or to harden skin. It will kill living tissue and dry out skin very quickly and causing it to crack. These cracks are slower to heal than open skin caused by blisters.</p>
Boarding & Leaving Gig	<p style="text-align: center;">A. Members, novice rowers.</p> <p style="text-align: center;">B. Bodily Injuries Skeletal Injuries</p>	2	3	6	<ul style="list-style-type: none"> • All members to know launch and recovery procedure (see Launching and recovery section above) • Cox to control boarding and alight gig • Cox, crew and shore crew to wear suitable, ideally enclosed, footwear. • Board and leave from the bow, one at a time and in order. • Shore crew to steady the boat from the bow unless cross winds or tide is causing the boat to drift side on to the shore. • Shore crew must be clear of the oars before crew sets off – cox to monitor. 	1	3	3	<p>Shore crew to remain on hand to steady the boat.</p>

Catching a Crab	<p>A. Members, novice rowers.</p> <p>B. Bodily Injuries Skeletal Injuries</p>	2	3	6	<ul style="list-style-type: none"> All crew to know recovery of crab procedure. Novice rowers shown the technique of recovering the blade as part of their first session. Cox to shout commands if spotted. 	1	3	3	Should a crew member continue to catch a crab multiple times then cox should work with the rower to adjust the blade accordingly
Leptospira bacteria	<p>A. Members, novice rowers.</p> <p>B. Weill's disease</p>	4	2	8	<ul style="list-style-type: none"> Rowers / cox to wash your hands with soap and water after session – especially prior to eating. Any wounds or skin injuries should be cleaned as soon as possible. Before a session existing cuts or skin injuries should be covered with waterproof plasters and or taped (and consider wearing gloves). 	4	1	4	<p>Symptoms of leptospirosis include:</p> <p>Jaundice Swollen feet or hands Chest pain Shortness of breath Coughing up blood.</p>
Poorly maintained or broken equipment	<p>A. Members, novice rowers.</p> <p>B. Crew stranded off-shore leading to hypothermia. Boat sinking and cold-water emersion. Damage to gig or equipment.</p>	3	3	9	<ul style="list-style-type: none"> Regular recorded inspection of all equipment and Gig carried out by committee members. Crew to report any damage found or caused to a committee member. Session(s) cancelled if the cox feels that the gig is unseaworthy. Crew to ensure they have spare soft pin(s) tucked under seats. Cox to ensure bucket of spare hard and soft pins in boat. Cox to ensure a dry bag containing, among other items, thermal blankets and first aid kit on board before start of each session. Crew to avoid getting sand on leathers. Vaseline (petroleum jelly) to be used rather than tallow. 	2	2	4	<p>All members to follow advice from committee on correct use of kit.</p> <p>Thermal Blankets must only be used on warm bodies; distribute as soon as incident occurs.</p>

Proximity to Live Firing Range	<p>A. Members, novice rowers.</p> <p>B. life changing injury, multiple deaths</p>	3	5	15	<ul style="list-style-type: none"> No session planned to cross exclusion zone unless live firing times have been checked by co-ordinator and / or cox. Training sessions to be restricted to “normal area of rowing” (see members handbook for maps) unless agreed with committee. 	1	5	5	Firing times are advertised in advance and can be viewed here .
Attending Regattas and Storage									
Loading & Unloading Trailer	<p>A. Members, novice rowers, shore crew, other crews members of the public.</p> <p>B. Bodily Injuries Skeletal Injuries Limb entanglement Fall from height</p>	3	3	9	<ul style="list-style-type: none"> Sufficient numbers in attendance to load and unload – generally this should be the cox, crew and the shore crew for the session. When unloading ensure that handbrake is on, gig supports are down, chocks are in place and the gig is kept level. The same is true when loading, until the gig is in place when the supports should be raised. No member should stand on the trailer at any time. Trolleys should operate by a competent crew member. Safe lifting techniques should be employed and attention paid to keeping hands and feet clear pinching between the gig and the trailer / trolleys. Members of the public should be kept away when loading and unloading. 	3	2	6	<p>Additional manual handling advice can be sought from the Health & Safety Officer.</p> <p>The full launch and recovery procedures, including use of the trailer can be found in sections 4 - 7 of the members handbook.</p>
Towing Trailer	<p>A. Members, novice rowers, shore crew, other crews members of the public.</p> <p>B. Road Traffic Collison Multiple Deaths</p>	5	4	20	<ul style="list-style-type: none"> Trailer must be securely fixed and lights and brake checked before towing. The trailer can only be towed only by an experienced, licenced and insured member of the club OR by a third party on agreement with the committee. Licenced in this context means holding a standard driving licence prior to 1st January 1997 OR passing the B+E driving test after this date. 	4	3	12	<p>Significant information on trailer towing is available from British Rowing.</p> <p>Anyone towing should make themselves aware of the information contained in this document.</p>

					<ul style="list-style-type: none"> • Trailer to be towed by large enough vehicle to control trailer – specifications can be found in the British Rowing Guidance. • All necessary insurance to be in place and shown to the secretary or treasurer in advance of towing. • When reversing, especially in crowded areas such as regattas, consider using a banksman. • Towers MUST NOT drive when tired or under the influence of drugs or alcohol. • Speed limit for trailers are as follows: <ul style="list-style-type: none"> - Motorway/Dual Carriageway 60 mph - Other Roads 50 mph • A trailer may NOT be towed in the outer (overtaking lane) of a three or four lane motorway. • If traffic builds up behind consider pulling over when safe to do so and allow other road users to pass. • The route taken should be planned in advance and when possible, single track (less than 5m wide) roads avoided. • The trailer should be inspected every time it is towed – it should not leave the yard unless the tower deems it roadworthy. • All damage or wear to the trailer must be reported to the committee as soon as possible. 				Driving represents the biggest risk to all – infringements of the guidelines may not only be causation for expulsion from the club but could also be grounds for prosecution.
Manoeuvring Gig and Equipment	<p>A. Members, novice rowers, shore crew, other crews members of the public.</p> <p>B. Bodily Injuries Skeletal Injuries</p>	3	3	9	<ul style="list-style-type: none"> • Ensure there are sufficient, physically able, people available to carry out lifting. • Break or share loads - e.g. carrying oars one at a time or use two people. • Crew to be aware of their surroundings when carrying kit and assessed route in advance for obstructions. • The storage area (referred to as the yard) must be kept tidy and free of trip hazards. 	2	2	4	<p>Additional manual handling advice can be sought from the Health & Safety Officer.</p> <p>Bear in mind that the yard is a shared space used by young people.</p> <p>The full procedure can be found in sections 4 - 7 of the members handbook.</p>

				<ul style="list-style-type: none"> • Gig must be positioned correctly on trolleys before moving the gig and ensure sufficient people to support / keep the gig level on trolleys • Ensure members of Public kept clear of operations and consider using one crew member to clear route if crowded and to stop potential obstructions. • Stop movement if too crowded and wait for crowd to dissipate. 				
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This Risk Assessment refers to several processes and procedures within the Exmouth Gig Club members handbook; this is available to all members via the exmouthgigclub.com website. All new members must read and understand the information contained within this handbook – this will be monitored by the New Member Secretary. Existing members will be encouraged to read the handbook when new additions or alterations are made.