

# RISK ASSESSMENT

1. Identify the hazards and the potential consequences
2. agree on likelihood of incident occurring
3. Agree on the severity of the consequences from the incident
4. Determine the level of risk
5. Identify barriers and actions to prevent incident or improve outcome
6. Agree that there are effective barriers to reduce the risk and that they will work when required
7. Identify who has to take the action

Author	RADT, MSSC, LYR, CURLEW RC, GLOBE RC	Activity : Rowing, canoeing, Dragon Boating	All Activities at the Royal Dock in accordance with Royal Docks Adventure "RDA" Operational Procedures 2020
Rowing club, location or event	Royal Albert Dock	Date: 01/01/2025	Revision: 01/03/2021

**Description:**

The Royal Albert Dock is a block sided 2000m stretch of water which is inherently hazardous due to having no shoreline and five feet side walls with only access via pontoons at the West end. Due to the depth of water, 10 meters, and the fact that even in summer it never warms up there is the hazard of hypothermia when sudden and prolonged immersion. The surface water temperature is between 2 – 3 degrees lower than the ambient temperature. There is occasional large river craft movement through the dock about which notification is given if it is likely to coincide with rowing. All large craft movement is conducted at low speed to eliminate wash that would affect rowing craft. All rowing and canoeing on the dock follows a circulation plan set down in the Royal Docks Adventure (RDA) Operational Procedures to avoid collision. Hazard from wind speed (in particular west to east or east to west) has an adverse effect on the water condition (in particular rolling the waves into larger ones in the second half of the Dock) and can dangerous to go on the water in certain wind speed/direction. **The Royal Albert Dock will be closed to users when the wind W/E is forecast in excess of 17 mph.**

Each boat must have a phone in a waterproof pouch with contact numbers in 'contacts' Rescue numbers for London City Airport Rapid response rescue boat (their kit includes defibrillators) 02076460111 and Emergency officer in charge 07717341645 or Watchroom enquiries 02076460123. Additionally the RDA reception desk is 02075112211 - all crews must sign out and back at the end of outing at the reception.

The risk assessments and safety codes have accounted for these hazards and they are minimised providing the code is adhered to. On Sundays before 10:30 there is no airport rescue launch in action so importance of Buddy system then even more critical and rescues of persons in cold conditions of capsized scullers onto the stern canvas of a four or eight may be necessary to deliver back to pontoon as quickly as possible to avoid hypothermia. Any incident, collision or near-miss must be reported within 24 hours to British Rowing on their online incident reporting system (<https://incidentreporting.britishrowing.org>) and to RDA by submitting an online form to - <https://forms.gle/8ov8LTHrNJ3Bsk5W7>.

British Rowing's Row Safe document has been used to complete this risk assessment. These links can be used to access the relevant pages of this document or the complete document can be obtained from British Rowing.

<http://www.britishrowing.org/upload/files/RowSafe/2-2-Steering&Navigation-v1.pdf>,  
<http://www.britishrowing.org/upload/files/RowSafe/1-8-ColdWaterImmersion&Hypothermia-v1.pdf>,  
<http://www.britishrowing.org/upload/files/RowSafe/1-7-Weather&TheEnvironment-v1.pdf>,  
<http://www.britishrowing.org/upload/files/RowSafe/3-1-Beginners-v1.pdf>,  
<http://www.britishrowing.org/upload/files/RowSafe/3-2-Juniors-v1.pdf>,  
<http://www.britishrowing.org/upload/files/RowSafe/2-4-LaunchDriving-v1.pdf>,  
<https://www.britishrowing.org/wp-content/uploads/2017/04/Row-Safe-April-2017-Chapter-3.pdf>,  
<https://www.britishrowing.org/upload/files/Association/Welfare/BritishRowingWG4.4.pdf>,  
<https://www.britishrowing.org/wp-content/uploads/2019/04/RowSafe-Updates-2019.pdf>

**Sdock mus**

No.	Hazardous event	Potential consequences	Risk assessment			Reduce likelihood of risk		Mitigate the consequences		Action Parties				
			Severity (1-5) with 5 as most severe	Likelihood (A-E) with E most likely	Risk (H,M,L)	Barriers	Action to maintain barriers	Barriers	Action to maintain barriers	Club	Outing organiser	Coach	Master of the Craft	Members
1	Water													
	Injury due to collision with another boat on the Dock	Injury to persons and damage to boat	3	C	Moderate	The RDA Circulation pattern must be followed strictly by users of the dock	All members will be made aware of the RDA navigational rules last revised Feb 2020. For juniors coaches will be on the bank and safety launch to remind crews to observe the navigational rules. All members will be shown the correct method of riding a wash from large craft.	Club safety and emergency response plan to cover.	For juniors, adequate rescue launch, medical and first aid equipment during training and at any other events involving rowing	Yes	Yes	Yes	Yes	
	Members boats becoming separated because of variations in boat speed	With increased distance from main junior coaching group (and therefore coach) increased risk of capsizing being missed and therefore delay in rescue.	2	B	Low	Members will be grouped into appropriate speed groups.	This will be done through mixing the types of boats that are on the water.	Club safety and emergency response plan.	Ensure that all members have completed capsizing drill and that they are aware of and follow procedure necessary in the event of a capsizing		Yes	Yes		

Injury due to collision with obstruction on the Dock	Injury to persons and damage to boat	3	B	Moderate	All members will be made aware of obstacles each outing.	A visual inspection of the dock and briefing will be conducted before new members go on the water. Rowers to be made aware of the main buoy markers and moored boats and bridge at far east end of Dock	Globe safety and emergency response plan.	All coaches in radio contact to coach in safety launch (moored on pontoon). All coaches to carry a phone in the event that the emergency services are needed. With seniors the experienced rowers to keep eye on less experienced crews		Yes		Yes
Damage to boat from floating debris	Damage to boat and possible capsiz	2	B	Low	members know that if they hear their boat hit anything they are to do an emergency stop to minimize damage.	A coach will be present to help assess what steps to be taken in the event of collision with debris.	Often debris cannot be seen and consequences cannot be completely mitigated.	Early response by coach in attendance if possible can reduce likelihood of collision/ quick response to collision can minimise damage to boat.		Yes	Yes	Yes
Extreme cold Temperature	Prolonged exposure can result in hypothermia	4	E	High	Members must wear appropriate clothing at all times, avoid periods of inactivity in cold conditions	If members are not wearing the correct clothing or protection they will not be allowed on the water. Coaches to minimise periods of inactivity in cold weather.	Coaches to be constantly aware of any change in conditions that would put members at risk.	Each first aid kit will include a thermal blanket. Each staff member and volunteer will be aware of the signs of hypothermia.	Yes	Yes		Yes
Fog	Collisions with other water craft/objects	4	C	Moderate	Check Weather Forecast	If visibility is below 500m in 360 degrees, then no access to the Dock and alternative land session may be available	Check Weather Forecast	Follow local weather bulletins. Esp. <a href="http://www.xcweather.co.uk/forecast/lond-on-city-airport">www.xcweather.co.uk/forecast/lond-on-city-airport</a>	Yes	Yes	Yes	
Lightning	Death	5	A	High	Check Weather Forecast	If lightning occurs then no accesson water until at least 30 minutes after last strike.	Check Weather Forecast	All lake activities are suspended and staff must come back into the water sports centre and not be in the middle of the park	Yes	Yes	Yes	
Wind speed and direction if over 17 mph W>E or E>W	Rough water and unrowable conditions	4	E	High	If the wind direction easterly or westerly with gusts exceeding 17mph, the Dock will be advertised as 'closed' and any water session will be moved to land.	All crews and coaches to made aware of the effect that the wind speed and direction can have on the condition of the water	Crews and coaches must be aware of the effects that wind direction and speed can have conditions of the water.	If conditions are dangerous then no members will be allowed on the Dock therefore completely mitigating consequences. RDA will not allow access on the dock when E or W wind speed is over 17mph.	Yes	Yes	Yes	Yes
Injury or damage caused by launch driver going overboard and the engine not being cut	Injury to persons involved and damage to boats.	5	A	Moderate	All coaches will know the importance of wearing a kill cord and know how to use it correctly in the safety launch.	The kill cord will be attached to the launch life jacket or to driver at all times so that engine will automatically turn off if driver falls out.	When possible have two people in the launch.	Regular safety briefings for all launch drivers	Yes	Yes		
Driver of launch not wearing a life jacket	Drowning	5	B	High	All drivers and passengers will wear a life jacket at all times.	All drivers made aware of their responsibility to wear a life jacket	Health, safety and emergency response plan.	Adequate rescue launch, medical and first aid equipment during training and at any other events involving rowing	Yes	Yes		
Launch driver lifejacket failure	Drowning	5	B	High	Life jackets will be manually inflated annually and gas canisters checked still loaded. Manual record to be kept	All coaches to be made aware of life jacket maintenance procedures	Club safety and emergency response plans to cover.	Adequate rescue launch, medical and first aid equipment during training and at any other events involving rowing	Yes	Yes		
Junior members Arriving late for a session	Drain on coaching resources and knock on effect with less safety cover available for the rest of the squad while dealing with late comers	2	C	Low	The importance of punctuality of Juniors will be emphasized and if late and they have not communicated then they will be restricted to watching/helping from the bank.	Communication will be stressed to parents and junior members	Latecomers unable to boat by themselves will not be allowed on the water	All junior members made aware of this rule.	Yes	Yes		Yes
2	Boating											
Injury to feet while transporting boats to water	Cut and bruises on feet from broken glass, sharp stones and rocks	1	B	Low	Juniors will be recommended to wear the correct foot wear whilst transporting boats	No Junior athletes allowed to carry a boat without the correct footwear	Safety and emergency response plan for Juniors to cover.	Coaches to monitor members when going afloat		Yes		Yes
Hitting head on a rigger of another boat when moving boats	Cuts to head	1	B	Low	Members to be taught how to carry boats appropriately.	Members constantly reminded of the importance of carrying boats appropriately.	Safety and emergency response plan for juniors to cover.	Junior coaches to monitor inappropriate carrying of boats.		Yes		Yes

	Tripping over a trestle or other obstacles while moving around boathouse	Cuts and bruising to hands a knees	1	B	Low	Junior members to be shown the trip hazards and where trestles are stored.	Members constantly reminded of the potential hazards in the boathouse	Safety and emergency response plan for Juniors to cover.	All coaches to monitor junior members when going afloat					Yes
	Slipping over on concourse or landing stage on ice or wet surface	Injury to person involved and possible damage to boats	2	B	Moderate	Members to wear correct footwear while walking around the boathouse and to the jetty. If ice is evident sand and salt will be used by RDA to disperse the ice.	Members constantly reminded of the hazards of carrying boats carefully.	Safety and emergency response plan for juniors to cover.	Coaches to monitor junior members when going afloat			Yes		Yes
3	<b>Capsizing</b>													
	Capsizing singles or doubles due to inexperienced rowers	Capsizing due to low skill level/ inexperience due to learning under close supervision	3	D	Low	Juniors to learn in wider Boats (Explore Rowing)	Learn in warm very calm conditions wherever possible	Experienced oarsman to be paired with less experienced person. Junior Coach stay close to inexperienced juniors.	Mix experienced and less experienced for first few outings. Safety launch aware of the less experienced juniors rowers		Yes	Yes		
	Junior capsize due to inability to handle equipment confidently	Junior members too weak or young	2	B	Low	No participant under 11 will be allowed in a rowing boat unless they are physically mature enough to handle the stress placed upon the body when rowing	Use appropriate boats/blades	Any junior suspected of being too weak must be accompanied by experienced Oarsman. Close supervision from coach at all times	Juniors suspected of being too weak to be checked in rowing tank before going on the Dock		Yes	Yes		
	Any capsizing on the Dock	Potential for drowning and risk of hypothermia. Heart stopping	5	E	High	Conduct a capsize drill in the safe environment of a swimming pool to let the participants be aware of what to do in the eventuality that they capsize. No rowers allowed to wear earphones on the water.	Members regularly reminded of key safety points if fall into the Dock; in particular importance of not swimming away from upturned boat and seeking assistance from other boats to rescue in cold conditions. City airport rescue launches are equipped with defibrillator in case heart stops/irregular. Also can ask to borrow one from DRA reception maintained by other groups	Juniors to always be closely supervised. Seniors to abide by Club accreditation rules and wide dissemination of risks of cold water immersion and importance of getting out of hams way before hypothermia sets in.	For juniors safety launch moored and manned on pontoon for quick response to capsize and junior coaches have radio contact with stand alone safety channel. For seniors each boat to have mobile in plastic pouch so can in emergency contact City airport rescue launch. Other seniors to assist with getting person out of water to safely asap.	Yes	Yes	Yes		Yes

	Feet getting stuck in boat when capsized	Potentially drowning and risk of hypothermia.	5	B	High	Heel restraints set at the appropriate height and checked every outing for suitability	Members regularly reminded of safety features in the boat; Velcro only shoes (no laces permitted)	Each rower to take responsibility to check heel restraints before going afloat	Any defect in heel restraint to be reported and must be corrected before going afloat.	Yes	Yes		Yes	
	Hitting head badly during a capsized	Cut to head or unconsciousness	4	A	Moderate	In capsized drills warned of dangers of hitting head with blades or riggers.	Members reminded of capsized procedures.	Ensure each crew member is trained to immediately hold tight to the boat to stay afloat.	For juniors the safety launch moored and manned on pontoon for quick response to capsized. All coaches will have radio with stand alone safety channel			Yes	Yes	Yes
	Panicking once capsized and not follow capsized procedure	Athlete does not follow correct capsized procedures due to panic	4	C	Moderate	All participants will have participated in a capsized drill before going on the water and be familiar with the methods of making a safe exit	Members reminded of capsized procedures during safety briefings	Members reminded how too much movement in cold water quickly exhausts the athlete and importance of holding onto boat and getting body out of water.	For Juniors safety launch moored and manned on pontoon for quick response to capsized. All coaches will have radio with stand alone safety channel	Yes	Yes		Yes	
	Getting ill from swallowing water following capsized	Waterborne diseases and bad stomach complaints	2	B	Low	Communicate with the environmental agency on the possible issues with the water as they test quality .	If swallowing has occurred the immediate recommended response is to drink plenty of sugary fizzy drink like coca cola.	Monitor over the following days and be prepared to call for medical assistance if stomach issues are encountered. Tell Dr that you may have swallowed dirty water	Coaches during training to be made aware of symptoms of waterborne diseases	Yes	Yes	Yes		Yes
	Cross Wind causing collision and capsized	Collision with oncoming crew or wall	3	B	Low	Look at weather forecast	If strengthening wind gusts are beginning to have an effect on boat control then cancel session and carefully make way back to pontoon	Educate all steers and coxswains of the effect of cross-wind gusts pushing onto Dock wall or other boats	Brief Masters of Crew to return to pontoon if they feel the wind gusts building in strength so as to make steering harder to control	Yes	Yes	Yes		Yes
	Multiple Capsizes of junior boats at the same time	Coaches ill equipped to deal with several junior capsizes, putting an athlete in potential danger due to delays in getting all off the water quickly	4	B	Moderate	All members to be aware that they must assume the safety position on top of uplumed boats (and stay together if possible) unless directed otherwise by a coach or junior volunteer.	Juniors regularly reminded of capsized procedures and not to panic if several capsizes together.	Coach or launch driver to call airport rescue if necessary 0207 6460111 or 07717 341645 for extra rescue support where launch can't rescue all in water	All coaches, launch drivers and senior rowers to have at least two airport rescue numbers in phone which must be carried with them in water tight pouch at all times.	Yes	Yes	Yes	Yes	Yes
4	Equipment													
	Equipment falling on participants in boathouse	Injury	1	A	Low	All members will be instructed on how to remove equipment from racks and how to re-rack all equipment safely	The coach or cox will supervise junior members at regular intervals once they have been taught to ensure that everyone is removing equipment correctly.	Report all damage and apply first aid if needed	Ensure that all members are aware of the location of the damage log (or electronic reports to Club) and all first aid posts.	Yes		Yes	Yes	Yes
	Damaging boats while removing them from boat house	Boat damage	2	D	Low	All members to be instructed on the correct way to move and carry a boat. Juniors to follow detailed coach instructions when moving boats.	Juniors to carry singles and doubles in and out of the boathouse in pairs (unless the very experienced is carrying a 1x and the Head Coach is happy with them doing so).	All damage to junior boats must be reported to coach; any damage done by seniors to be reported in Globe accident electronic log and reported to captain and boat repair member.	Always carry out thorough boat check before placing it in the water.	Yes	Yes	Yes	Yes	Yes
	Damaging boats or blades while getting in and out of the water from the pontoon	Equipment damage	2	C	Moderate	All junior and senior members will be instructed on the correct way to get into and out of a boat and coaches will be in attendance looking out for other craft that would create excessive wash hampering launching/landing.	If damage is sustained during boating and safety is compromised then boat must immediately be returned to the boat house with a notice to indicate 'Damaged'	All damage to boats must be reported to coach	When returning to pontoon the cox or steers must approach very slowly and at correct angle following earlier tuition			Yes	Yes	Yes
	No change of clothing brought in case of getting very wet	No change of clothes following capsized or getting very wet in cold rain	1	B	Low	All members to be reminded about the need for a change of clothes. [For juniors the Club has some items of clothing for backup and drying facilities].	If a junior member does not have a spare change of clothes then they will not be allowed to do a water session.	Junior members who get very wet without adequate back-up will be taken to the changing rooms and given a towel to keep warm until their parents arrive to collect them.	All parents/carers of junior members to be made aware of the fact that if no spare clothes brought this can result in no water outing.	Yes	Yes	Yes		Yes
	Inappropriate clothing for weather conditions	Jeans and hoodies not suitable for rowing and junior members will miss out on outing unless appropriately dressed	1	B	Low	If junior member has inadequate or inappropriate clothing for the water session they will not take part in the session.	No member will be allowed on the water with inappropriate clothing.	Junior members will be excused from the session and would only be permitted to watch.	All junior members and their parents to be made aware of the fact that inappropriate clothing will not be permitted.	Yes	Yes			Yes

6													
Adaptive/Para-Rowing (physical, visual, hearing impairment)													
Visually Impaired	Disorientation, potential to induce panic or place at hazard other members from accidental injury	3	B	Low	Increased risk with visually impaired rowers in 'small boats' (stability) inability to see hazards. Also increased trip hazard	All junior visually impaired rowers to be accompanied by a qualified coach/volunteer in the boat and never allow single or double sculling without being very experienced and with head coach authority. For senior impaired vision only permitted if assessed by Committee as being eligible for membership due to risks potentially caused to other members.	Discuss with captain and safety officer the level of vision that is necessary for own safety and safety of others	Inform staff/volunteers/all other rowers that visually impaired rowers are taking part in training/rowing or other Club activity	Yes	Yes	Yes	Yes	Yes
Hearing impairment		2	B	Low	Important for rowers who have hearing issues to agree signs if necessary with other members of crew.	All junior aurally impaired rowers to be accompanied by a qualified coach/volunteer in the boat and never allow single or double sculling without being very experienced and with head coach authority. For senior hearing impaired rower only permitted once assessed by Committee as being eligible for membership if able to mitigate any risks that might potentially caused to other members.	Discuss with captain and safety officer the level of hearing that is necessary for own safety and safety of others	Inform staff/volunteers/all other rowers that hearing impaired rower is taking part in rowing or other Club activity	Yes	Yes	Yes	yes	Yes
Intellectual	Possible unpredictable response in the event of a capsized, potential to induce panic	2	B	Low	Getting into and out of the boat	Establish participants can swim or have appropriate buoyancy aid/lifejacket	Health, safety & emergency response plan	Inform staff/volunteers that rowers with an intellectual disability are on the water.	Yes	Yes	Yes	yes	Yes
Physical	Capsized during practice or racing	2	B	Moderate	Increased risk with rowers who have thermoregulation dysfunction i.e. spinal cord injury. These athletes will not be able to shiver to conserve heat at or below their injury level. Individuals with a complete SCI at T6 and above are particularly at risk; and can become poikilothermic (where the body assumes the same temperature as the environment). Rowers with Down's syndrome are also at increased risk of hyperthermia	Important for rowers who rely on lateral stability in the form of pontoon floats, to ensure that they have adequate buoyancy and are attached correctly.	The provision of stabilising pontoons for AS and TA athletes, provides a more stable platform, by providing additional lateral stability for rowing shells. For safety reasons, the pontoons must be fixed in position so that when the rower is seated in the balanced boat, both pontoons are horizontal and, at a minimum, touch the water.	Ensure Staff/ volunteers are familiar with thermoregulation issues within adaptive rowing. Appropriate rescue launch with low freeboard and/or drop-bow for safe rescue of rowers with reduced mobility or muscle weakness in lower extremities. Safe and expedient removal from the water essential.	Yes	Yes	Yes	yes	Yes
6													
Cold Water Immersion Hyperthermia													
Physical	Capsized during practice or racing		B	Moderate	Increased risk with rowers who have thermoregulation dysfunction i.e. spinal cord injury. These athletes will not be able to shiver to conserve heat at or below their injury level. Individuals with a complete SCI at T6 and above are particularly at risk; and can become poikilothermic (where the body assumes the same temperature as the environment). Rowers with Down's syndrome are also at increased risk of hyperthermia	Important for rowers who rely on lateral stability in the form of pontoon floats, to ensure that they have adequate buoyancy and are attached correctly.	The provision of stabilising pontoons for fixed seat athletes, provides a more stable platform, by providing additional lateral stability for rowing shells. For safety reasons, the pontoons must be fixed in position so that when the rower is seated in the balanced boat, both pontoons are horizontal and, at a minimum, touch the water.	Ensure that staff and volunteers are aware of thermoregulation issues within adaptive rowing. Appropriate rescue launch with low freeboard and/or drop-bow for safe rescue of rowers with reduced mobility or muscle weakness in lower extremities. Safe and expedient removal from the water essential.		Yes	Yes	yes	Yes
Hypothermia													
Physical	Rowing environment, embarkation pontoons, start		B	Moderate	Increased risk with rowers who have thermoregulation dysfunction i.e. spinal cord injury. These athletes will not be able to sweat in order to dissipate heat at or below their injury level. Individuals with a complete SCI at T6 and above are particularly at risk; and can become poikilothermic (where the body assumes the same temperature as the environment). Rowers with Down's syndrome are also at increased risk of hypothermia.	Prolonged waiting periods on embarkation pontoons. Waiting at the start for races during hot weather	Consider scheduling adaptive races outside the hottest times of the day. Identify rest areas that are shaded. Encourage athlete to keep hydrated and where appropriate clothing including use of 'ice jackets'	Ensure that umpires, control commission, boat Marshalls and safety team are aware of thermoregulation issues within adaptive rowing.		Yes	Yes	yes	Yes
Atlanto-Axial instability (AAI)													

	Physical/Intellectual	Capsize during practice or racing		B	Moderate	Increased risk with rowers who have Down's syndrome. Atlanto-Axial Instability (AAI) characterised by excessive movement at the junction between the atlas (C1) and axis (C2) as a result of either a bony or ligamentous abnormality. This would be a potential for concern in the event of a capsize and subsequent rescue.	Unstable boats without supplementary flotation - pontoon floats	Pre-activity screening (Classification) to determine risk. 1. There should be no sign of progressive myopathy (a muscular disease in which the muscle fibres do not function for any one of many reasons, resulting in muscular weakness). Individual should have good head / neck muscular control. If any of the symptoms are present, be cautious and refer the individual to their doctor to see if there are any medical contra-indications for taking part in rowing activities.	Ensure that rower has appropriate documentation including classification to determine that there are no medical contra-indications for taking part in rowing activities.	Yes	Yes	yes	Yes
Autonomic Dysreflexia													
	Physical	Autonomic Dysreflexia - Can occur anywhere within the rowing environment. Is of heightened concern on-water.		B	High	Sudden increase in blood pressure with corresponding decrease in heart rate. Occurs in individuals with complete spinal injuries at T6 and above. Common sources are: 1. A full or distended bladder (this is the most common source of AD) 2. Bladder related causes such as bladder infection, spasms, or stones 3. A full or impacted rectum (including constipation) 4. Pressure sores 5. Tight clothing, irritating wrinkles or folds, or creeping underwear or pants. 6. An injury below the spinal cord injury such as a broken ankle, cut or scrape 7. Anything that produces discomfort below the level of injury.	Require 'declaration of medical conditions' from participants. This will be declared by the individual during classification. A history of dysreflexia should be detailed on medical form. Should athlete be predisposed to dysreflexia, individual should either carry relevant medication in a waterproof chest pocket or with safety launch crew in attendance. The individual will be aware of symptoms together with safety crew and use some form of signing to rescue boat. Encourage SCI athletes at risk to empty bladder prior to training/competition.	Ensure that all adaptive rowers have been classified in accordance with British Rowing Classification procedures which includes a 'declaration of medical conditions'.	Ensure that rower has appropriate documentation including classification to determine that there are no medical contra-indications for taking part in rowing activities.	Yes	Yes	yes	Yes
Pressure Sores													
	Physical	Pressure sores - Can occur during competition or training. It is of particular concern with rowers who have a loss of sensation in part of their body. Rowers with spinal cord injury are in particular at risk			High	Rowing is one of the most dynamic of all seated sports and individuals with spinal cord injuries in particular are susceptible to tissue pressure sores. Many individuals will have his or her own preferred method of skin protection system that the coach should if possible attempt to utilise in and out of the boat	Transferring to boat, avoid sitting on hard surface for any prolonged period of time avoid sharp projections that can cut or mark, such as riggers. Protect heels from pressure marking	Determine during classification rowers predisposition to developing pressure sores. Staff/volunteers to inspect pontoons for any sharp projections.	Ensure that all adaptive rowers have been classified in accordance with British Rowing Classification procedures which includes a 'declaration of medical conditions'.	Yes	Yes	yes	Yes
7 Gym at RDA centre													
	Tripping Over Weights	Hurting Feet	2	A	Low	Must put weights away when not using them.	Session are supervised	Weights room plan	Weights Room set out to maximise space and	Yes			Yes
	Ergos	Falling over when stood up	2	A	Low	Care will be taken not to exercise too near the ergos when they are not in use.	Safety check to be completed by all participants prior to any session where participants will be exercising in close proximity to equipment	Ergos not in use should be moved to the part of the room which is least being used	Ergos not in us will be stored along the wall out of everyons way	Yes	Yes	Yes	Yes
	Injury due to collapsing under weight	Concussion, breakage or possible bruising	4	A	Moderate	Training in lifting technique and escape techniques	All participants must practice safety techniques as part of there education in lifting	Education plan to include lifting safety protocols	Ensure all coaches are familiar with safety procedures when lifting.	Yes	Yes	Yes	Yes

	Hurting someone else while lifting	Injury to lifter and other	2	A	Low	Designated stations to lift on.	Weight Lifting stations to be kept clear.	Education plan to include lifting safety protocols	Ensure all coaches are familiar with safety procedures when lifting.	Yes	yes	Yes		Yes
	Pinching the skin between a bar and the bars cradle	Cutting oneself	1	A	Low	Weights to always be done in pairs	Participants are taught about how to support another lifting as part of learning how to lift.	Coaches to be first aiders	First aid box checked regularly to be well resourced.	Yes	Yes	Yes		Yes
	Lifting Weights incorrectly	Injury to a muscle or joint	3	B	Low	Good Technique must be demonstrated	All sessions with junior members are coached. Weight to be adjusted to individuals ability; not what they can lift.	No weights to be done by junior members without supervision	Train staff on good lifting technique	Yes	Yes	Yes		Yes
	Over exertion	Falling over when exercising causing injury to oneself or others	3	A	Low	junior members to be monitored to ensure they are not lifting more than their capability	Junior members to work in pairs during weights circuit to spot and assist in event of failure	No weights to be done by junior members without supervision	When performing Max testing members will work in pairs and when squatting and Bench Press have a coach present to provide a second spotter.	Yes	Yes	Yes		Yes
	A weight falling off the side of a bar	Injury to the lifter and possible individuals in vicinity	3	A	Low	Clamps to be used	Clamps are to be used on all bars.	Education plan to include lifting safety protocols	Ensure all coaches are familiar with safety procedures when lifting.	Yes	Yes	Yes		Yes
8	Ergometer "Ergo" Area													
	Injury through repetitive action	Injury to lower back and wrists are most common	2	C	Low	Focus on Quality not quantity	All sessions with juniors to be supervised	Regular technical sessions for both coaches and junior members	Regular open questioning to evaluate an technical understanding of juniors	Yes	Yes	Yes		Yes
	Injury from the athlete lifting themselves off the seat during the drive phase	Injury to Back and/or ankles	2	B	Low	Juniors to exercise in pairs where feasible	If this is an exercise for juniors then there will be someone to move the seat to ensure athlete lands on the seat.	Have a clear Technical model for members to follow	Focus on technique at all times	Yes	Yes	Yes		Yes
	Drag factor set to high	Overloading of Lower Back & Wrists	1	A	Low	Education plan	Include as part of learning to move physically on the rowing machine includes teaching all aspects of the machine	Set Drag Factor for each piece	Check and randomly check that people have set drag factors to the appropriate set level.	Yes	Yes	Yes		Yes
	Damage to ergometer from suspension exercise for junior members - using a boat tie	Twisting the frame at the front of the ergometer	2	B	Low	Boat tie secured on both sides of machine	Ensure that the boat tie goes through both sides of the arm to ensure there is no twisting to the ergometer.	Exercise only used for purposes of technique	limit the frequency and time that exercise is used.	Yes	Yes	Yes		Yes
	Injury from the sliding mechanism on the sliders	Trapped hand causing bruising / possible pinching	1	A	Low	Demonstrate correct carrying technique	Junior participants always shown the technique of carrying the Sliders from the long edge and holding the moving parts as they do.	Store Sliders on side.	Sufficient space for sliders to be stored on there sides.	Yes	Yes	Yes		Yes
	Injury from moving an ergo	Damage to machine from hitting stationary objects	1	A	Low	Ergometers are to be moved in pairs	Before moving the machine(s) have a clear knowledge of where they are being moved to and what the obstacles are.	Demonstration to participants about the best way to manoeuvre an ergo.	Participants to be questioned at different times during the year as a refresher tool.		Yes	Yes		Yes
	Splitting the ergo in half	The seat injuring hand when seat slides to one end.	1	A	Low	Demonstrate correct Technique	Demonstrate to junior members where the dangers are from the moving parts	Show participants how to disassemble the ergo while it is fixed in the useable position	Coaching sessions to juniors about the basics of setting up and disassembling an ergo		Yes	Yes		Yes
11	Launch Driving													
	Breaking Down	Stranded	1	C	Low	Sign out Launch	Check log book to see if any launches have issues	Report Problems. Launch engines serviced on a regular basis	Report launch issues into sign-out log	Yes	Yes	Yes		

	Not wearing a life jacket	Falling Overboard and potential drowning	5	A	Substantial	Experienced and properly trained launch driver and obligation to wear life vest	Kill Cord must always be used. Checks by person in charge of outing made to ensure all are wearing Life Jackets	Launch engines serviced on a regular basis	Checks to be made to ensure Kill Switch is operational and reminders to wear life vest/jacket	Yes	Yes	Yes		
	No Kill Cord	Injury to oneself and other users due to a launch being out of control	5	A	Moderate	Check Life Jacket before Session.	Life Jacket checked for up to date inspection date	Life Jackets inspected Annually	Life Jackets Manually Inflated and checked. Gas Cylinders checked and replaced where pierced.	Yes	Yes	Yes		
12	Head Racing on the Dock													
	Waiting for the start in cold temperatures	Hypothermia	4	B	Intolerable	Wear appropriate clothing and don't remove layers too early before the start of head race	Ensure events are run to time, and advise members to keep moving their fingers and feet/toes	Stop anyone from boating who you think is not wearing sufficient clothing	Advise junior participants and their parents frequently about clothing to be worn		Yes	Yes	Yes	Yes
	Collision with other boats while marshalling before the race start	Damage to equipment	1	C	Substantial	Bow seat and Cox to continually manoeuvre boat into correct position	Communication with other boats and crew mates to be constant to maintain a good position	Maintain position	Keep as close to the bank as possible to minimise influence of water on the boat				Yes	Yes
13	Personal fitness to row/train													
	Exercising on land or on Dock	Dizziness, Hyperventilation, nausea, exhaustion	1	B	Low	New junior members asked to exercises at suitable levels with regular rests	Crew coaches to be briefed by the coach in charge of the sessions	Improved physical condition	If patterns in systems or increased severity parents contacted		Yes	Yes		
	Exercising	Dehydration	1	B	Moderate	members encouraged to bring water to every session	Athlete education	Junior crew coach to bring athlete in early if symptoms arise	Coach education	Yes		Yes	Yes	Yes
	Exercising	Muscle fatigue, cramps, DOMS, pulled muscle, ligaments or tendons	1	E	Moderate	Warm up, Cool Down and stretching and hydration	Athlete education	First Aid Kit available	First Aid kit kept stocked with in date medication Coac. in charge to have knowledge of first aid		Yes	Yes		Yes
	Existing Medical conditions	Various conditions that must be disclosed when join and throughout membership	3	A	Substantial	All members to fill out a membership form which discloses medical conditions	Coach in charge to make sure junior members are put in boats in which they are safe if the medical condition flares up	Emergency contact details kept by junior coordinators/head coach	Members asked regularly to update their emergency contact details on the Club Hub.	Yes	Yes			Yes
14	Coaches on the Dock													
	Limited technical knowledge/ experience	Low skilled members	1	D	Low	Coaches to undergo regular workshops to improve and develop their knowledge	Coaching notes to be kept as appropriate by all coaches	New or inexperienced coaches to shadow more experienced coaches until they are competent enough	Lead coach of juniors to sign off coaching logs once coaches are deemed competent.	Yes	Yes	Yes		
	Not knowing / following the navigational pattern	Collisions with other vessels on the water	2	D	Moderate	All new coaches to enquire about circulation pattern and navigational rules from the Coach in Charge	Coach briefings with senior captains and briefing for junior coach before athlete briefings regarding proposed outing	Captains and head junior coach to test knowledge of new coaches	Adequate rescue launch, medical and first aid equipment during training and at any other events involving rowing		Yes	Yes	Yes	
	Lack of confidence and motivation	Collisions with other vessels on the water	2	D	Moderate	Have regular one-to-one sessions with the Head Coach to ensure the coaches' needs are being met	Use feedback sessions at regular intervals to discuss performance and the coaches' well being.	Captains and head junior coach to test knowledge of new coaches and to inspire confidence in gaining necessary knowledge	Adequate rescue launch, medical and first aid equipment during training and at any other events involving rowing		Yes	Yes	Yes	
	Coaching Alone	Child welfare potentially put at risk	4	C	Intolerable	For junior rowers there should generally be at least 2 adults or 2 coordinators present when coaching any junior members	Session will be cancelled unless the required coach/coordinator to athlete ratio is maintained.	All coaches of juniors to undergo child welfare training at the required intervals.	Coach records to be checked and updated regularly to ensure they are receiving the required training.	Yes	Yes	Yes		
	Coaching from the bank	Collisions with other vessels on the water due to distraction of the cox or steers person	2	C	Moderate	Junior coaches to have load hauler and be able to sight their crew at all times	Coach of juniors and seniors to plan outing dependent on skill level of participants and navigational pattern	Take tips and advice from others regarding do's and don'ts of coaching from the bank	Adequate rescue launch for junior rowers, medical and first aid equipment during training and at any other events involving rowing		Yes	Yes	Yes	
15	Indoor Powered Rowing Tank													

Tank session accident	Trip hazards for those entering and exiting the tank	3	A	Low	Participants will enter one at a time and make their way to the middle seats "5 and 4" and the bow seats will be entered from the bow. Care will be emphasised to step over and not on the equipment to avoid tripping and falling. The pumps will be switched off and water flow will have ceased while entering and exiting the tank. This is mandatory.	All persons in charge of tank session (including volunteers) shown how to operate the pumps safely.	Verbal reminders given at each tank session	Junior coach and any parental volunteer to monitor members constantly when using the tank.	Yes	Yes		Yes
Indoor rowing tank. Electrical Cabinet	Electric shock	5	A	Low	The cabinet is locked in its own room within the tank area. The key is held in reception and is only issued to a person running the session	All coaches and persons in charge of session (and junior volunteers) must be shown how to operate the pumps safely.	Verbal reminders given at each tank session	No junior or senior members not involved with coaching will be permitted in the area with the electrical cabinet.	Yes	Yes		
Falling into the water when getting into or out of the indoor tank	Severe trip injury	4	A	Low	Participants will enter one at a time and make their way to the middle seats "5 and 4" and the bow seats will be entered from the bow. Care will be emphasised to step over and not on the equipment to avoid tripping and falling. The pumps will be switched off and water flow will have ceased while entering and exiting the tank. This is mandatory.	Swim tests should be conducted at the start of any beginner courses.	Coach in charge to have been put through a First aid course	All staff will be First aid trained and updated as necessary	Yes	Yes		
Tripping over the riggers or blades when getting into or out of the tank	Cuts and bruising to hands a knees	1	A	Low	All junior members will be allowed into the tank one at a time and will be seated before the next participant attempts to enter. Seniors to enter slowly and must follow instruction of person in charge.	Demonstration of the correct way to enter and exit the tank to be given to newcomers	All blades to be stored neatly before and after use	Instruct participants to put away blades carefully after use in the tank	Yes	Yes		Yes
Damage to equipment while getting into the tank	Broken riggers, seats and blades	1	A	Low	All members to be instructed to step slowly and carefully over riggers and blades and not to walk along the wall to access their seat	Demonstration of the correct way to enter and exit the tank	All blades to be stored neatly before and after use	The person in charge must instruct participants to put away equipment after use	Yes	Yes		Yes
Emergency Stop in indoor tank	Blown fuses and damage to pump motors and potential injury if activated without clear instruction	1	A	Low	All coaches and persons in charge must have been instructed to use the emergency stop and for it only to be activated in an emergency	All persons in charge (including junior volunteers) shown how to operate the pumps safely.	Everyone no follow instruction and not panic when button pressed	Coaches and person in charge to monitor members when using the tank to ensure unlikely to need to press the emergency stop.		Yes		Yes