



# Risk Assessment

## Cygnet Rowing Club

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No:	Hazard	Hazardous Event	Potential Harm	Reduce probability a Hazard causing a Hazardous Event		Reduce the Severity of Harm		Severity (1-5)	Probability (A-E)	Level of Risk (L/M/S/I)	Action Owners				
				Barriers	Action to maintain barriers	Controls	Action to maintain controls				Club Captaincy	Club RSA	Coaches	Coxes/steers	Members/other
<b>Water conditions</b>															
1	Rough water (due to adverse weather/tidal conditions or excessive wash)	Capsize/swamping of boats (small boats more vulnerable)	Rowers get wet and cold, risk of hypothermia.	Cancel rowing if conditions are unsafe. Otherwise stay in calmer water AND consider using larger boats AND keep inexperienced rowers/steersmen/coxswains off the water	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions. Inexperienced rowers should ask if they are unsure. Coxswains/steers to turn back if conditions deteriorate	Ensure all boats are buoyant and fitted with heel restraints. Ensure all rowers/coxswains have done a 100m swim test and a capsize drill AND provide first aid advice AND thermal blankets carried in launch. If swamped or excessively wet, return immediately to boathouse or nearest landing if necessary.	Review of capsize drill/swimming test records AND maintain training and equipment AND periodic checks on launch and safety kit. Maintain policy regarding emergency communications on the water	1	D	Low	X	X	X		X
2	Fast Flowing Stream	Crews unable to get back to the club or hitting large obstacles due to losing control of their craft	Boat may be damaged or shipwrecked if collision occurs. Rowers get tired and frightened, in case of hitting obstacles, rowers get wet and cold and at risk of hypothermia	Cancel rowing if conditions are unsafe. Otherwise stay in calmer water AND consider using larger boats AND keep inexperienced rowers/steersmen/coxswains off the water	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions. Inexperienced rowers should ask if they are unsure.	If unsure turn and return immediately (taking great care) or land at earliest opportunity.	Provide information to coxswains, steers and coaches on this approach. Maintain policy regarding emergency communications on the water	1	C	Low	X	X	X	X	X
3	Very low tide	Collision with other boats, boats running aground due to lack of water	Minor injury, potential damage to boats including loss of fin / steering	Cancel rowing if conditions are unsafe. Keep inexperienced steersmen/coxswains off the water AND cancel rowing if conditions are unsafe	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions. Inexperienced rowers should ask if they are unsure.	ensure coxswains and steersmen keep a good lookout AND use a different part of the river for the outing avoiding bridges	Provide information to coxswains, steers and coaches on this approach. Maintain policy regarding emergency communications on the water	2	C	Low	X	X	X	X	X
4	Change of tide while afloat	Collision with other boats, boats due to unsure navigation pattern	Boat may be damaged or shipwrecked and injury to rowers if collision occurs.	Where possible, avoid outings when turn of the tide is a possibility	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions. Inexperienced rowers should ask if	ensure coxswains and steersmen keep a good lookout AND navigate on the Starboard side of the Fairway until confident of tidal stream direction	Provide information to coxswains, steers and coaches on this approach. Maintain policy regarding emergency communications on the water	2	B	Low	X	X	X	X	X
<b>Weather conditions</b>															
1	High winds (especially against tide)	Swamping of boat due to adverse weather conditions, capsize, loss of shell control causing potential collision	Rowers get wet and cold, risk of hypothermia	Cancel outing if conditions are unsafe AND if rowing, ensure rowers are correctly dressed	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions AND information for rowers on appropriate kit	Ensure all boats are buoyant and fitted with heel restraints. Ensure all rowers/coxswains have done a 100m swim test and a capsize drill AND provide first aid advice AND thermal blankets carried in launch. If swamped or excessively wet, return immediately to boathouse or nearest landing if necessary.	Provide information on suitable kit. Ensure rowers have dry change back at the boathouse. Review of capsize drill/swimming test records AND maintain training and equipment AND periodic checks on launch and safety kit	2	C	Low	X	X	X	X	X
2	Hot weather	Rowers suffer heat stroke	Rowers become dehydrated	Avoid outings in the hottest part of the day	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions	Ensure that rowers carry drinking water and are suitable dressed including hats, sunglasses and sun cream.	Review notices in the changing room and instructions to rowers and coaches	1	C	Low	X	X	X	X	X
3	Lightning	Rowers are hit by lightning	Rowers are hit by lightning	Cancel or postpone outing if lightning is visible	Nobody to go afloat within 30minutes of last visible lightning flash	If lightning occurs while afloat, get off the water at the earliest opportunity AND follow procedure to check when conditions are safe to continue	Review notices in the changing room and instructions to rowers and coaches	5	B	Substantial	X	X	X	X	X
4	Dense fog (more hazardous than darkness)	Collision with other water users or large obstacles in the water	Rowers get wet and cold, risk of hypothermia, injury and boat damage from collision	Cancel outing if visibility is low	Captain, Coach or experienced club member to decide if conditions are unsafe AND guidance with criteria for unsafe conditions - If visibility is less than 200m then nobody is to go afloat (if you can't see the opposite bank then it is not safe). If you are unsure then don't go afloat.	If fog encountered while afloat, turn back. Do not continue in poor visibility	Review notices in the changing room and instructions to rowers and coaches	4	C	Substantial	X	X	X	X	X
<b>Other water users</b>															
1	Other rowing boats on the Tideway	Collision with another rowing boat	Capsize, injury, boat damage	Rowers comply with the navigation rules AND keep a good lookout	Navigation rules on display in the boathouse/website AND briefings and reminders to members	In emergency call 999 Coastguard. Evacuate to land if necessary AND First Aid treatment if required AND quarantine damaged boats AND repair boats	Maintain first aid equipment, train first aiders, maintain boat repairs and equipment	2	D	Moderate	X	X	X	X	X

2	Other man-powered leisure craft on the Tideway	Collision with another man-powered leisure craft (canoe, paddle board)	Capsize, injury, boat damage	Rowers comply with the navigation rules AND keep a good lookout	Navigation rules on display in the boathouse AND briefings and reminders to members	In emergency call 999 Coastguard. Evacuate to land if necessary AND First Aid treatment if required AND quarantine damaged boats AND repair boats	Maintain first aid equipment, train first aiders, maintain boat repairs and equipment	2	B	Low	X	X	X	X	X
3	Sailing craft on the Tideway	Collision with a sailing vessel	Capsize, injury, boat damage	Rowers comply with the navigation rules AND keep a good lookout AND give way to sailing craft	Navigation rules on display in the boathouse AND briefings and reminders to members	In emergency call 999 Coastguard. Evacuate to land if necessary AND First Aid treatment if required AND quarantine damaged boats AND repair boats	Maintain first aid equipment, train first aiders, maintain boat repairs and equipment	2	B	Low	X	X	X	X	X
4	Powered-vessels on the Tideway	Collision with a large powered vessel boat	Capsize, injury, boat damage	Rowers comply with the navigation rules AND keep a good lookout AND stay to starboard side of the Fairway with the tide AND are aware that other craft may manoeuvre	Navigation rules on display in the boathouse AND briefings and reminders to members	In emergency call 999 Coastguard. Evacuate to land if necessary AND First Aid treatment if required AND quarantine damaged boats AND repair boats	Maintain first aid equipment, train first aiders, maintain boat repairs and equipment	2	B	Low	X	X	X	X	X
5	Events / regattas on the river	Collision with or swamping by another vessel	Capsize, injury, boat damage	Consider using different part of the river or time. River may be closed for general outings	Inform members of river events. Captain, Coach or experienced club member to decide if conditions are unsafe	Inform members of river events. In emergency call 999 Coastguard. Evacuate to land if necessary AND First Aid treatment if required AND quarantine damaged boats AND repair boats	Maintain first aid equipment, train first aiders, maintain boat repairs and equipment	2	D	Moderate	X	X	X	X	X
<b>Local Environment</b>															
1	Bridges & piers/moorings	rowing or being swept into a bridge buttress or onto a moored boat	Possible capsize, swamping or shipwreck. Injury to rowers	Train rowers/coxswains/steersmen to keep a good lookout and be aware of the set of the tide	Signs and displays, reminders to rowers, coxes and coaches AND mark on navigation plan	Call 999 Coastguard	Ensure that coach/coxswain/crew member has phone in waterproof case for emergency use.	3	C	Moderate	X	X	X	X	X
2	Overhanging trees during high tide	rowing into a tree and becoming entangled	Possible capsize or swamping. Injury to rowers	Train rowers/coxswains/steersmen to keep a good lookout and stay away from the bank	Signs and displays, reminders to rowers, coxes and coaches AND mark on navigation plan	Coach may assist or Call 999 Coastguard for serious occurrence	Ensure that coach/coxswain/crew member has phone in waterproof case for emergency use.	3	B	Low	X	X	X	X	X
3	Biological contamination of the water	Contact with biological contamination of the water	Waterborne diseases (e.g. Weil's disease)	rowers avoid undue skin contact with the water, blisters, cuts and scratches are kept covered	information for members and notices	Always clean equipment after use. Availability of showers and washing facilities AND infected rowers to seek medical attention	showers provided by Boathouse Executive AND information for rowers	3	B	Low	X	X	X	X	X
4	Flotsam floating in the water	rowing into branches or large sections of wood	maintain boat repair equipment and skills	Train rowers/coxswains/steersmen to keep a good lookout	Signs and displays, reminders to rowers, coxes and coaches AND mark on navigation plan	minor damage to equipment	quarantine damaged boats AND repair boats	3	C	Moderate	X	X	X	X	X
<b>Going afloat and landing</b>															
1	Tidal stream direction	boating / landing in wrong direction	Loss of control	Train members to always boat against the total stream	Check tide tables. Confirm tide direction with others. If necessary delay until tide direction is certain	Training, experience and steering test. Making tide tables available.	Keeping tidal information up to date	2	C	Low	X	X	X	X	X
2	Slippery/muddy surface on the steps and the hard as river ebbs	slips when carrying boats to/ from the water	minor injury, potential damage to boat	reliance on vigilance of coaches, rowers and coxes	briefings and reminders to rowers and coaches	provision of first aid	maintain training and equipment AND quarantine and repair boats	2	C	Low	X	X	X	X	X
3	Stepping onto a wrong part of a boat	excessive load on a weak area of the boat AND causing boat damage	boat damage	training of rowers and supervision of coaches	briefings and reminders to rowers and coaches	quarantine damaged boats AND repair boats	report damage AND maintain boat repair equipment and skills	2	C	Low	X	X	X	X	X
4	Rowing in the dark	Collision with unseen obstacles including, other boats, bridges, piers & foreshore	Capsize, shipwreck, damage, injury	Strict control over who may row at night - experienced steers only.	Club policy and captaincy/coaching decision.	Night outings must be accompanied by launch. Ensure that coach/coxswain/crew member has phone in waterproof case for emergency use.	Periodically review policy and make members aware. Keep list of approved (nighttime) steers up to date	4	C	Substantial	X	X	X	X	X
5	Inexperienced Steersman/ Coxswain	Collision due to unfamiliarity with Tideway navigation and hazards	minor injury, potential damage to boat	Inexperienced steersmen/coxswains to be accompanied by coach AND/OR experienced steersmen in the crew	Club steering policy	Club steering and navigation test	Periodically review policy and make members aware. Keep list of approved (nighttime) steers up to date	2	C	Low	X	X	X	X	X
6	Lack of Life jacket for coxes and launch occupants	Collision, capsize or man overboard	drowning	All coxes and launch occupants instructed to wear a life jacket while afloat as per club policy.	Get crew to double-check that cox/coach is wearing a jacket.	Distribute club policy on wearing life jackets.	Ensure that life jackets are well maintained, correctly stored and sufficient are available for the purposes of coxing and coaching. Written instruction made available. Disciplinary action if necessary. Periodically review club policy	5	D	Intolerable	X	X	X	X	X
7	Launch engine kill cord not attached to driver	man overboard with engine still running	sever injury and damage from unmanned launch	All launch drivers instructed to use a kill cord as per club policy.	Get crew to double-check that driver is using a kill cord. Engine won't start without one.	Distribute club policy on using a kill cord. Instructions in launch	Ensure that kill cords are available for the purposes launch driving. Written instruction made available in the launch. Disciplinary action if necessary. Periodically review club policy	5	D	Intolerable	X	X	X	X	X
<b>Around the boathouse (including handling boats on land)</b>															
1	Boat handling around the boathouse	injury caused by boat handling around the boathouse	minor injury, potential damage to boat	train rowers how to handle boats correctly	coaching, information displayed in the boathouse	provision of first aid AND quarantine damaged boats AND repair boats	maintain First Aid training and equipment AND maintain boat repair equipment and skills	2	C	Low	X	X	X	X	X

2	Blades handling around the boathouse	injury caused by blade handling around the boathouse	minor injury, potential damage to blades	train rowers how to carry blades correctly	coaching, information displayed in the boathouse	provision of first aid AND quarantine damaged boats AND repair boats	maintain First Aid training and equipment AND maintain boat repair equipment and skills	1	B	Low	X	X	X	X	X
3	Trailer loading and unloading	injury caused when loading boat trailers	minor injury, potential damage to boat	train members how to load boat trailers including tying on	briefings and reminders to members	provision of first aid AND quarantine damaged boats AND repair boats	maintain First Aid training and equipment AND maintain boat repair equipment and skills	2	B	Low	X	X	X	X	X
4	Land training	Injury caused by incorrect technique during use of ergs, weights, circuit training.	injury to athlete	train members how to use equipment with the correct technique	briefings and reminders to members	provide First Aid treatment AND advise to seek physiotherapy of other treatment	Maintain first aid equipment and trained first aiders	1	C	Low	X	X	X	X	X
<b>Faulty, incorrectly set and poorly maintained equipment</b>															
1	Boat not correctly set up and adjusted for rowers	rower suffers musculo-skeletal injury	musculo-skeletal injury	ensure correct adjustment before going afloat	Visual check before going afloat AND notice and reminders to rowers and coaches.	provide First Aid treatment AND advise to seek physiotherapy of other treatment	Maintain first aid equipment and trained first aiders	2	C	Low	X	X	X	X	X
2	Gate not correctly closed	scull or oar comes out of gate	Capsize	check gates before going afloat	Visual check before going afloat AND notice and reminders to rowers and coaches.	ensure all rowers have done a capsize drill and swim test AND teach the buddy rescue technique AND provide safety launches with qualified drivers AND provision of	periodic review of capsize drill/swim test AND maintain training and equipment AND periodic checks on launch safety kit	1	D	Low	X	X	X	X	X
3	Riggers not correctly fastened	riggers become loose, top nut comes off	Capsize (single scull) or one rower unable to row back	check riggers before going afloat	Visual check before going afloat AND notice and reminders to rowers and coaches.	ensure all rowers have done a capsize drill and swim test AND teach the buddy rescue technique AND provide safety launches with qualified drivers AND provision of	periodic review of capsize drill/swim test AND maintain training and equipment AND periodic checks on launch safety kit	1	D	Low	X	X	X	X	X
4	Unsecured Heel restraint	Rower cannot escape from the boat in the event of a capsize	Risk of drowning	Never go afloat with an unsecured heel restraint.	Visual check before going afloat AND notice and reminders to rowers and coaches.	Check heel restraints before going afloat	Maintain equipment and fix immediately or quarantine boat until fixed	5	B	Substantial	X	X	X	X	X
5	Insufficient bow protection	Bows cause injury or damage in event of collision	Bows cause injury or damage in event of collision	Never go afloat without a bow ball or with a damaged/preished bow ball	Visual check before going afloat AND notice and reminders to rowers and coaches.	Check bow ball before going afloat	Maintain equipment and fix immediately or quarantine boat until fixed	4	A	Low	X	X	X	X	X
<b>Pre-existing health conditions and low levels of fitness</b>															
1	medical conditions of rowers	illness or collapse of a rower on land	unknown health effects	rowers to be alert to their medical status	notice and reminders to rowers and coaches	provision of first aid AND keep records of members' medical problems	maintain First Aid training and equipment AND members to provide details of health problems on application form	2	B	Low	X	X	X	X	X
2	medical conditions of rowers	illness or collapse of rower on the water	unknown health effects	rowers to be alert to their medical status	notice and reminders to rowers and coaches	Call 999 Coastguard. Ensure that coach/coxswain/crew member has phone in waterproof case for emergency use. rowers with serious health issues to be discouraged from rowing in a single AND from rowing on their own at unusual times AND provide safety launches with qualified drivers AND provide first aid AND keep records of members' medical problems	provide information to coaches AND ensure launches maintained AND drivers competent AND maintain first aid equipment AND members to provide details of health problems on application form	4	B	Moderate	X	X	X	X	X
<b>Other</b>															
1	transport of boats by road	collision when transporting boats	potential injury AND damage to boats	Care by person towing the trailer	Always have a second person to assist the driver. Information and guidance to driver AND maintenance of trailer	provision offers aid AND quarantine damaged boats AND repair boats	maintain First Aid training and equipment AND maintain boat repair equipment and skills	3	B	Low	X	X	X	X	X
2	Visiting crews - general	collision or damage to boats	potential injury AND damage to boats	familiarity with Tideway Conditions	information and guidance to visitors from Boathouse Executive who have agreed to allow boating	provision of first aid AND keep record of boating times - expected outing duration AND keep members informed AND provide emergency information card	Maintain first aid equipment and trained first aiders AND keep up to date emergency information card	2	B	Low	X	X	X	X	X
3	Visiting crews during events	collision or damage to boats	potential injury AND damage to boats	familiarity with Tideway Conditions	information and guidance by event Organisers AND presence of Club members on the hard to provide information and regulate	provision of first aid AND provide emergency information card	Maintain first aid equipment and trained first aiders AND keep up to date emergency information card	2	B	Low	X	X	X	X	X
4	Pedestrians	minor injuries	potential injury AND damage to boats	maintenance of the hard	signs indicating boating area is private property AND signs indicating Thames Path runs behind the boathouse not along the water	provision of first aid AND provide emergency information card	Maintain first aid equipment and trained first aiders AND keep up to date emergency information card	2	B	Low	X	X	X	X	X
5	Rowing on unfamiliar water	Collision due to unfamiliarity with local navigation and hazards	potential injury AND damage to boats	Investigate local navigation, conditions etc before going afloat	Follow guidance supplied by event or local host.	Follow local Emergency action plan	Ensure that local guidance is supplied and understood	3	C	Moderate	X	X	X	X	X

				Probability				
				A	B	C	D	E
		People	Assets	Highly improbable <i>(has not been known to happen in rowing)</i>	Improbable <i>(has been known to happen in rowing)</i>	Possible <i>(could happen to about 1% of the club's active members per decade)</i>	Probable <i>(could happen to about 1% of the club's active members per year)</i>	Highly probable <i>(could happen to about 10% of the club's active members per year)</i>
Severity	1	Slight injury or health effect <i>(Requires little or no treatment; no need to take time off rowing or training)</i>	Minor damage to equipment (<£100)	Low	Low	Low	Low	Moderate
	2	Minor injury or health effect <i>(Requires First Aid or rest; potentially a few days off rowing or training)</i>	Damage repair costs low (£500)	Low	Low	Low	Moderate	Substantial
	3	Moderate injury or health effect <i>(Requires treatment beyond simple First Aid; potentially a week or so off rowing or training)</i>	High damage repair costs (>£1000)	Low	Low	Moderate	Substantial	Intolerable
	4	Major injury or health effect <i>(Requires hospital treatment for more than one day; potentially a few weeks off rowing or training)</i>	Very high damage repair costs (loss of boat, 3rd party damage)	Low	Moderate	Substantial	Intolerable	Intolerable
	5	Fatality or Life Threatening Injury or Health Effect <i>(could end a rowing career or cause hospitalisation for a few months)</i>	Major damage & major costs (loss of several boats, high 3rd party damage)	Moderate	Substantial	Intolerable	Intolerable	Intolerable
		<b>Low</b>	An acceptable level of risk. No additional barriers/controls are required. Start or continue the activity but check that the current barriers/controls remain effective.					
		<b>Moderate</b>	An acceptable level of risk that should be reviewed. Implement additional barriers/controls to reduce the risk if the opportunity arises. Start or continue the activity with care.					
		<b>Substantial</b>	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced.					
		<b>Intolerable</b>	An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. Prohibit the activity if it is not possible to reduce the risk.					

<b>1</b>	A
<b>2</b>	B
<b>3</b>	C
<b>4</b>	D
<b>5</b>	E
1A	Low
1B	Low
1C	Low
1D	Low
1E	Moderate
2A	Low
2B	Low
2C	Low
2D	Moderate
2E	Substantial
3A	Low
3B	Low
3C	Moderate
3D	Substantial
3E	Intolerable
4A	Low
4B	Moderate
4C	Substantial
4D	Intolerable
4E	Intolerable
5A	Moderate
5B	Substantial
5C	Intolerable
5D	Intolerable
5E	Intolerable