



NEWARK ROWING CLUB

HEAD December 3rd 2016

Race Safety Management Plan

This safety plan addresses safety issues for the Newark Eights Head Race and separate Small Boats Head to be held on Saturday 3rd December 2016

The risk assessment for the race is attached in **Appendix 4**. It should be noted that the risk assessment scoring takes account of the safety measures identified in this plan. The arrangements identified in this plan must therefore be complied with or if there is any proposed deviation to the plan the risk assessment must be reviewed to ensure the changes will not impact on the safety of the event.

Dimensions

First Division - Eights Head

The race distance will be 4000 m

The race start is upstream of the old A46 petrol station

The race finish is at the end Avraham Weir (before Weir's bend)

Second Division - Small Boats Head

The race distance will be 3800 m.

The race start is upstream of the entrance to Farndon Marina

The race finish is approximately 200 m beyond the A46 road bridge.

The Head Race will include two divisions, the first at 10:30 and the second at 13:30. Entries are capped to 80 boats per division. Each division will have crews of all abilities in open, senior, junior and masters classes.

Parking Arrangements:

On race day only trailers are permitted to park within the club car park (cars to park on the club side of Farndon road; or in the Newark marina; or in the car park of the commercial units at the bottom of Farndon Road behind the Lord Ted public House). Those parking should be mindful not to park illegally, not to cause obstruction to private, commercial properties access and not to impede the normal flow of traffic.

Trailer parking attendants will direct trailer drivers where to park and ensure safety whilst manoeuvring. Towing vehicles must be removed from the car park after parking trailer.

Visitors with disabled needs will be permitted to park their vehicles within the boat club confines.

First Aid Arrangements:

First aid cover is provided by Newark Community First Aid who will be located in the boat house gym and also in a heated ambulance to be located in Div 1 on the bank at Farndon (Riverside Pub slipway) and in Div 2 opposite the orange Buoys at the top of the weir on south bank of the river.

Communication

All umpires, marshals and helpers shall be issued with a list of contact mobile phone numbers.

The following individuals will be issued with radios as a minimum (set of [12] industrial radios):

Start timekeeper, start marshals, all launches, finish timekeeper, safety adviser/control and umpires.

The radio procedure to be followed is as per **Appendix 8**.

Personnel and Equipment Requirements:

To ensure the safety of the event a number of umpires, marshals and volunteers are required throughout the day these will all be identified in the table in **Appendix 1** including contact phone numbers on the day.

The equipment requirements for each individual are identified in **Appendix 2**.

The location of marshals are shown on the race course maps.

Safety Briefing for Umpires, Marshals and Helpers

A safety briefing will be undertaken in the Boat Club Gym at 08:00 prior to the first division boating for all umpires, marshals and helpers. This briefing will include the items below:

1. Roles of individuals
2. Timings for day
3. Communication arrangements
4. Emergency plan
5. Hazards of the course
6. Safety briefing provided to crews
7. Distribution of plasticised copies of the emergency plan/contacts sheet
8. Equipment checks

Safety Briefing for Crews

Each competing crew shall be sent a copy of the race safety management plan briefing with the race draw. These shall also be clearly displayed at the boat club, at control and in the boat house. This includes guidelines that must be complied with to ensure safety and also identifies local hazards. See race course maps.

Boating Procedure

Crews may be asked to allow umpires to check their boats to ensure that they are safe to race. The umpire may also check that suitable clothing for the weather conditions on the day are worn by all crew members.

Emergency Safety Plan

In the event of a crew capsizing any attending marshal shall instruct the crew to hold onto the boat where possible (it will provide buoyancy) and instruct the crew to remain with their boat until water borne help arrives.

Where necessary, a throw line – throwing the line slightly upstream of the capsized individual - will be thrown by a bank side marshal to assist the individual to reach the nearest bank.

The marshal will inform race control, if water borne rescue is required, either via radio or via the following mobile phone number:

Mark Mortimore Event Safety Advisor 07771508853

Informing race control of the location, details of the incident and the type of help required (launch, emergency services).

Control will act as emergency co-ordinator and will direct the launches to any incident as required. They will also liaise with emergency services if required.

The launches will enable casualties to be taken to the boat club or appropriate emergency access point quickly. Casualties will be protected with an emergency blanket until they reach the emergency services where the appropriate assessment can be made in relation to shock, hypothermia or other medical conditions.

Newark Hospital, Boundary Road is the nearest hospital with a Minor Injury A & E facilities. Nearest full A&E is located at Kings Mill Hospital, Mansfield Rd, Sutton-in-Ashfield, Nottinghamshire NG17 4JL

Emergency vehicle access is shown on the race course maps. Emergency access point grid references are listed below.

Emergency Phone Numbers:

Race control: 07811438200
Clubhouse: 01636 702351
Safety Adviser: 07771508853
Emergency Services: 999

Reporting of accidents and near misses

All incidents (including potential and actual injury or damage to individual or equipment) shall be reported in the incident book at race control.

This must include time, place and nature of accident, injuries/damage sustained and names and addresses of persons involved and witnesses.

The Event Safety Adviser to submit Incident Reports to BR via <https://incidentreporting.britishrowing.org/> as soon as possible after the event.

Emergency access point Grid references

Access Point	X coordinates	Y coordinates
Fosse Road – East Stoke	475749	350377
Swillow Lane – North Bank	476201	351809
Farndon – Boat House Car Park	476820	352092
Power Station – South Bank	476847	353344
Crees Lane – Windmill	477889	352711
Newark Rowing Club – Club House	478850	353206

Abandonment plan

- In the event of a decision to cancel the event for any reason prior to race day the Race Organising Committee will contact each club to tell them of the decision. The decision will also be posted on the clubs website.
- In the event that the race is to be cancelled on the day, a meeting will be held with representatives from each participating club.
- In the event of inclement weather or challenging river conditions a decision will be made by the Race Committee and the Safety Adviser to which events, if any, will be raced.

Race Cancellation

- A decision will be made by 18:00 on Friday 2nd December and competitors advised if the Head is to be cancelled.
- In the event of lightning the race will be cancelled
- In the event of fog a decision will be made about the safety of the race and acted on accordingly.
- In the event of high winds a decision will be made about the safety of the race and acted on accordingly
- Should any weather conditions occur that will make the race unsafe through the reduction in visibility or have such an effect on the handling of boats that the race is deemed unsafe, it will be cancelled or reduced in length or reduced in categories as appropriate. Where it is possible to determine this the night before the event it will be communicated to the competing clubs.

Plan B

Failure of safety arrangements

In the event of:

- The loss of a safety boat will be covered by a replacement launch;
- The loss of multiple launches will be covered by Umpire Launches and change to race program;
- Loss of Race Marshals, Monitors and Umpires (RMMU) support will be covered by extended shifts or others suitably qualified officials and or persons; specifically the Event Rowing Safety Adviser will be replaced by Neil Bond;
- Loss of medical cover will be covered by a qualified club First Aider – list available at Event Control;
- Loss of radio communications will be covered by mobile phones;

Changes to racing arrangements may see the length of the course being shortened, reversal of the course, restricting racing to certain events and altering the racing format.

These arrangements have been made based on learning from previous events and will be reviewed as situations develop.