



Sudbury Rowing Club – Quay Lane, Sudbury Suffolk CO10 2AN

SRC General Risk Assessment

V6 – revised Sept 2023
 V7 – Reviewed and updated 15 Oct 2024
 Dominique Young

Description of Hazard	Who might be harmed?	Description of what is being done to deal with the hazard, and what is required	Risk rating (High/Medium/Low)	Person(s) responsible for implementing actions
General personal Safety	<ul style="list-style-type: none"> Any user of club facilities 	<ul style="list-style-type: none"> All club members asked to familiarise themselves with information on the Safety page of the SRC website and to revisit page regularly. Current Club Safety Plan is posted in hard copy on the noticeboard and on the SRC MyClubhouse system, along with updated risk assessments and information on water safety, fire etc. Members are asked to look at these when posted. 	Low	<ul style="list-style-type: none"> Members Club VCs
Launching and handling boats – risk of handling accidents	<ul style="list-style-type: none"> Boat crews Others in the vicinity 	<ul style="list-style-type: none"> Cox or lead crew member takes control of issuing instructions to crew on moving boat. Additional support from other rowers requested as needed during handling. Check is done to ensure the route is clear before moving. Check is done to ensure that trestles are in place, or rack is accessible. Check is done to ensure landing stage or pontoon are clear. Visual inspection of landing stage/pontoon and 	Low	<ul style="list-style-type: none"> Rowers Club VCs/session leaders.

		concrete paths before a session begins, any obstacles cleared and rock salt laid if icy.		
Problem with the rudder/riggers/hull of boat – risk of rowing being impeded or possible injury to crew.	<ul style="list-style-type: none"> Rowers 	<ul style="list-style-type: none"> Crew checks boat worthiness before launch – buoyancy, heel restraints, bow balls, rudder, riggers. Boatman advised immediately if any damage or minor malfunction occurs to a boat during use on the water. 	Low	<ul style="list-style-type: none"> Rowers Coxes VCs
Collision – risk of injury to crew, capsize, damage to boats.	<ul style="list-style-type: none"> Rowers Other water users 	<ul style="list-style-type: none"> Bow rowers and single scullers wear high-vis clothing. Bow rowers check traffic on the main river before the boat leaves the Cut. All crews adopt river rules when navigating: Essex (south) bank when heading downstream and Suffolk (north) bank when heading upstream. Bow rowers (in non-coxed boats) check behind them once every three strokes and once every two strokes at bends or if river is busy. Crews alert approaching boats to their presence and to the presence of other river users as needed, through voice calls. Overtaking boat crews ensure there is sufficient room and time to do so safely before making the manoeuvre. Crews of slower boats move as close to the bank as is safe to allow an overtaking boat to pass. Club sessions use a convoy system moving up and down river. Rowers at non-club sessions are asked to do likewise wherever possible. Recent graduates of a LTR course do not join the advanced level Club training sessions until deemed competent enough by the VCs. 	Low	<ul style="list-style-type: none"> Rowers Coxes
Capsize – risk of injury to crew including onset of hypothermia, cold water shock.	<ul style="list-style-type: none"> Rowers 	<ul style="list-style-type: none"> All members are required to complete a Capsize Drill before being allowed to row outside of organised Club sessions. Members are encouraged to repeat the drill at regular intervals. All members are made aware of actions to be taken in the event of a capsize (see last para). 	Low	<ul style="list-style-type: none"> Rowers Coxes Club VCs

		<ul style="list-style-type: none"> • Members are advised to read Club safety information, which gives details of the symptoms of hypothermia and the impact of cold water shock. • Any club member is expected to assist a capsized crew. • Where possible there is a Duty Officer on the river bank (Meadows) during the main Club session, equipped with a throw line. • Life rings are situated at regular intervals along the river bank. • Recent LTR graduates are permitted to row only on the Meadows section of the river until passed as competent to row the whole river length by VCs and are accompanied in their session by a launch. <p>In the event of a capsize: crews move to the Suffolk (north) bank and if possible regain position in the boat and return to boathouse. During winter months, crews are advised to leave their boat at the bank and return to the boathouse. At the boathouse, crews have a hot shower and change into dry clothing. Crews advised not to eat/drink until showered and changed. There are Club First Aiders who can be consulted in the first instance re further medical assistance.</p>		
Failure to comply with safeguarding rules concerning Juniors	Juniors	<ul style="list-style-type: none"> • Juniors may only attend the club when adults are present unless a senior (experienced) Junior has specific parental approval. • Juniors may only launch if an adult Coach or duty person is present and can only row beyond the Meadows section of the river when deemed competent. • Juniors have dedicated Club sessions and are attended on the water by a Coach and Launch. • Coaches and other adults involved with the Junior squad complete safeguarding training and DBS checks. • The Club has a dedicated Junior Squad Vice-Captain and a Welfare Officer. 	Low	<ul style="list-style-type: none"> • Adults involved with Junior Squad.
Danger to other river users	<ul style="list-style-type: none"> • Rowers 	<ul style="list-style-type: none"> • SRC crews check over the shoulder once every three strokes for the presence of other river users 	Low	<ul style="list-style-type: none"> • Rowers

	<ul style="list-style-type: none"> • Non-club boat/vessel crews • Swimmers • Anglers • Dogs 	<ul style="list-style-type: none"> • and adapt speed/intended manoeuvres as needed. • SRC crews alert each other to the presence of other river users. • Club management liaises with other organisations (Canoe Club, Anglers Association etc) to alert/be alerted about planned events which will mean increased river traffic. 		<ul style="list-style-type: none"> • Coxes • Launch drivers • Club management
Night Rowing – increased risk of collision or incidents due to reduced ability to see.	<ul style="list-style-type: none"> • Rowers • Coxes 	<ul style="list-style-type: none"> • Only rowers and coxes deemed sufficiently experienced may row at night (full darkness). • A maximum of two coxed boats, 4+ or 8+ only, can row during full darkness in an organised training session. Single and double scullers and 2+ crews are not permitted to row in full darkness. • Boats must carry a constant white light at the bow, facing direction of travel, and a flashing white light at the stern, fixed so as not to dazzle other boats. • Coxes must carry a walkie talkie to communicate with the second boat. • Coxes undertake a dynamic risk assessment before starting the session and brief the crews on the emergency plan in case of an incident. • Crews are required to sign up to a session through MyClubHouse and are asked to follow Club procedures for Night & Reduced light rowing (V2; updated Oct 2024). 	Low	<ul style="list-style-type: none"> • Rowers • Coxes
Rowing in reduced light conditions in early morning or evening sessions – increased risk of collision or incidents involving other river users.	<ul style="list-style-type: none"> • Rowers • Coxes • Launch drivers • Other river users 	<ul style="list-style-type: none"> • Crews are required to book to row through MyClubHouse, allowing other members and the VCs to see who else is out in early morning or evening sessions. • Crews are asked to follow Club procedures for Night & Reduced light rowing (V2; updated Oct 2024). • Crews are expected to fix lights (as detailed in the procedures) if any part of their slot falls within 30+ minutes before sunrise, or at sunset or shortly after. • Crews asked to use lights if visibility is reduced due 	Low	<ul style="list-style-type: none"> • Rowers • Coxes • Launch Drivers • VCs

		<p>to heavy cloud cover, even if after/before sunrise/sunset.</p> <ul style="list-style-type: none"> • Crews asked to use a convoy system if several boats are out at the same time. • Bow seat rowers (non-coxed boats) are expected to check over the shoulder once every three strokes. • Any launches out during early morning or evening sessions are also expected to use white lights, as detailed above, and carry red portside and green starboard side lights. 		
<p>Extreme weather – increased risk of hypothermia/hyperthermia, collisions with other boats or water debris, losing control of boat.</p>	<ul style="list-style-type: none"> • Rowers • Coxes • Other river users 	<ul style="list-style-type: none"> • At club sessions rowing is suspended in the event of thunder or approaching thunder. Members are also advised on steps to follow if planning a solo session. • During winter, or after heavy rain, river level and flow, and wind speed, are assessed before club sessions. Captain and VCs judge if it is safe to row. • For solo sessions, crews are asked to visually assess river level/flow and wind before launching. • Members are encouraged to wear clothing appropriate to conditions (wind-proof, layers, hat etc), to use sunscreen if needed and to carry water during sessions. • Members are asked to familiarise themselves with Club safety information notices (on the website and in the Safety Plan) on signs of hypothermia and heat exhaustion. 	Low	<ul style="list-style-type: none"> • Rowers • Coxes • VCs
<p>Coaching launch – possibility of breakdown or problems on water, possibility of collision with lesser experienced water users.</p>	<ul style="list-style-type: none"> • Rowers • Other water users • Launch Drivers 	<ul style="list-style-type: none"> • Only approved drivers – holding an RYA Level 2 qualification or deemed competent after assessment by a RYA Level 2 holder – may drive the launches. • Before each outing drivers check the engine mounting, fuel level, lights. • Drivers and passengers wear a life jacket and drivers carry and use a kill cord. • Drivers ensure that they have safety equipment (throw line, towel, first aid box) and a walkie talkie tuned to the club channel. 	Low	<ul style="list-style-type: none"> • Launch Drivers • Launch Passengers • Club boatman • VCs

		<ul style="list-style-type: none"> • Drivers operate at a walking pace when moving up/down the river. If following a boat, drivers have the SRC speed limit exemption but are expected to maintain a watch and reduce speed according to other traffic conditions as needed. • Launch boats are regularly checked by the club Boatman and shall be maintained to a service schedule set by the Committee. 		
Towing boat trailers – possibility of collision with other road users, possibility of damage to boats.	<ul style="list-style-type: none"> • Towing drivers • Road users 	<ul style="list-style-type: none"> • Towing drivers must ensure they are licensed to tow, their vehicle is capable of towing and that they have adequate insurance cover. • Towing drivers are responsible for checking the trailer is roadworthy, the lights are working and tyres correctly inflated. • Towing drivers are responsible for loading the trailer correctly, fully securing the load and attaching the trailer securely to the vehicle with electrical lead and emergency brake correctly secured. • Towing drivers must ensure that the trailer handbrake is released before departure. • Club trailers are checked and serviced to a schedule set by the Committee. • Trailer drivers are advised to be familiar with the BR towing guidance safety information; updates to this information are placed in the Club’s safety information. 	Low	<ul style="list-style-type: none"> • Trailer drivers • Passengers • Other road users.
Land-based activities – risk of injury through obstacles or to people unfamiliar with the grounds; risk to individuals or facilities through an event (eg fire).	<ul style="list-style-type: none"> • Members • Visitors 	<ul style="list-style-type: none"> • External areas are kept free of obstacles and obstructions. • Gravelled areas are kept free of weeds and leaves. • Boating areas (landing stage, pontoon) are checked for condition by boatman and members and kept free of mud, weed, leaves and ice/frost. • Problematic areas/issues are reported to the Facilities officer. • Changing rooms and kitchen are cleaned weekly and kept tidy. • A fire risk assessment and fire emergency plan are in place. 	Low	<ul style="list-style-type: none"> • Facilities Officer • Managing Committee • Members

		<ul style="list-style-type: none"> • Fire extinguishers and smoke alarms are installed and checked regularly. • Emergency lighting is to be installed Autumn 2024. • The electrical system, portable appliances and heating system are checked annually by qualified professionals. 		
<p>Activities at other clubs/premises – risk of injury to individuals or equipment due to unfamiliarity. Risk of transmission of infections (Covid, Flu).</p>	<ul style="list-style-type: none"> • Members • Coaches • Members of club or the public at visited locale. 	<ul style="list-style-type: none"> • Members to declare any illness, medical conditions or symptoms before travelling to attend other club premises. • Coaches and members to make themselves aware of visited club layout, rowing course, safety information, regulations and emergency procedures and to observe these at all times. • Members are to be respectful towards members of the visited club and public at the visited location. • Members are to follow any guidance given on the day by officials of the visited club. • If Covid-19 regulations are in force, members who exhibit symptoms or have tested positive are not to travel. • Equipment transported to another club premises must be cleaned/disinfected as necessary before travel and on return. 	Low	<ul style="list-style-type: none"> • Travelling members • Travelling coaches