

**RISK ASSESSMENT  
FOR  
NEWHAVEN GIG ROWING CLUB (NGRC) V5**



## **THE CLUB AND ITS CONSIDERATIONS**

NGRC operates from Newhaven Marina. Newhaven provides a sheltered location in which to row a Cornish Gig in river or sea. The club is run by its Trustees who are responsible for its operation and activities. We are fully aware that Newhaven is a busy commercial port with very limited water sports therefore special attention is made to understanding the movements of the Newhaven Dieppe Ferry, the Newhaven Swing Bridge Opening Times and increasing traffic from the Rampion Windfarm support vessels. Also for consideration is the fact that the river runs at around 5 knots of flood in either direction at its strongest.

The gig can only be launched from the slipway 2 hours before and 2 hours after high tide. Generally, the boat will be moored in the marina to allow easy access for the crew and provide more training. Typically, a rowing session will last anywhere between 1 and 4 hours depending upon tidal access and crew capability. On any given day, we have a choice of whether to operate within the harbour, head up the river Ouse towards Lewes or out into the outer harbour or Seaford Bay which is dependent upon conditions. Our decisions on which route to take is made by the Cox. The waters are sheltered and experience has shown rowing is possible in the Harbour in winds up to and including 20-30mph with waves 2-3 ft high by most crews in the Gigs. When waves showing "white tops", exceptionally heavy rain; sleet; fog; snow; high or low temperatures will affect the decision and route to row. The decision on where to row, for how long and under what conditions will be the judgement of the NGRC volunteer cox taking account of weather forecast, tides and crew competence. To launch the boat will involve a support crew and volunteer Cox supervising a volunteer crew.

The gig has a safety bag with amongst other equipment, VHF, Mobile Phone, spare life jackets, water, spare pins, throwline, snacks and a first aid kit. Communications can be made using hand held VHF Marine Mobile Band (MMB) transceivers or mobile phones. NGRC requires that Lifejackets are worn by all rowers and coxes in training. Lifejackets are tested annually.

The people in the boat are the focus of the club. All persons will undergo an induction and a level of training before boarding the Gig. This will consist of an induction sheet and safety brief. All Coxswains will be trained by British Rowing qualified coaches in the local harbour.

Whilst operating within the Newhaven Harbour Limits it is accepted that NGRC must abide by the Port rules and regulations. All directions given by the Harbour Authority must be obeyed by the Gig Coxswain. Failure to abide by these rules may result in criminal proceedings against both the Coxswain and the Trustees. More importantly though failure to do this could potentially cause harm or injury to others or their property.

## INTRODUCTION

This assessment summarises the health and safety risks that may be encountered during Newhaven Gig Rowing Club's (NGRC) activities in Newhaven Harbour that affect its volunteer cox's, volunteer crew, the local port and other port users. It assesses the Likelihood and the potential severity of these hazards; the actions NGRC puts in place to reduce the probability and severity.

### Likelihood Scores

- 5 = Will probably happen more than once a year
- 4 = Will probably happen once a year
- 3 = will probably happen every 1 - 2 years
- 2 = will probably happen every 2 - 5 years
- 1 = possible but unlikely

### Severity Score

- 5 = Life threatening or likely to result in serious injury for one or more person; major property damage, loss of boats
- 4 = Moderate injury or serious discomfort for one or more persons; significant property damage
- 3 = Minor injury or discomfort for one or more persons: moderate property damage
- 2 = Slight injury or minor discomfort for one or more persons: some property damage
- 1 = Very slight or no injury: trivial property damage

Residual Risk score is the Likelihood score multiplied by the Severity Score and is indicated as the remaining risk that remains if all NGRC practices are applied to reduce and contain the known risks inherent in Rowing. All NGRC crew Inductions include a Briefing on Health and Safety on the water and include reference to key safety points.

### Residual Risk score

<b>1 – 5</b>	<b>Trivial Risk</b>	No action is required and no detailed records need be kept.
<b>6 – 10</b>	<b>Tolerable Risk</b>	No major additional controls required. However, there might be a need for minor improvements at limited cost.
<b>11 – 15</b>	<b>Moderate Risk</b>	It is essential that efforts are made to reduce the risk. Additional risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
<b>16 - 20</b>	<b>Substantial Risk</b>	Considerable resources might have to be allocated to reduce the risk associated with the activity, if the activity is ongoing or essential then urgent immediate action should be taken.
<b>21 – 25</b>	<b>Intolerable Risk</b>	Activity should not be undertaken until the risk is reduced.

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
<b>ENVIRONMENTAL</b>					
Poor sea conditions	<ul style="list-style-type: none"> <li>• Capsize</li> <li>• Drowning</li> <li>• Sea sickness</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox on the day before the row.</li> <li>• Crew identified prior to day</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Gig not to leave harbour mouth if advised by harbour master</li> <li>• Cox holds discretion to reduce duration if deemed a risk.</li> <li>• Briefing for crew to be provided covering seasickness.</li> <li>• Non swimmers not to be on crew.</li> <li>• Cox completes online BR course on risk assessment.</li> </ul>	1	2	2
Cold Weather including ice and snow	<ul style="list-style-type: none"> <li>• Hypothermia</li> <li>• Enhanced risk of environmental injury.</li> <li>• Enhanced risk of injury through slippery surfaces</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox on the day before the row.</li> <li>• Crew identified prior to day</li> <li>• Crew advised of need for cold weather clothing and adequate foot wear by Cox.</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Cox carries 7 foil ponchos in E Pack.</li> <li>• First aid kit held in E Pack.</li> <li>• Cox completes online BR course on risk assessment. Briefing for crew to be provided covering clothing and equipment.</li> </ul>	1	2	2

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Hot Weather	<ul style="list-style-type: none"> <li>• Hyperthermia</li> <li>• Enhanced risk of environmental injury.</li> <li>• Heat stroke</li> <li>• Exhaustion</li> <li>• Dehydration</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox</li> <li>• Crew identified prior to day</li> <li>• Crew advised of need for protective clothing and sun screen by Cox and in briefing.</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Cox holds discretion to reduce duration if deemed a risk.</li> <li>• Cox carries additional water in E pack.</li> <li>• First aid kit held in E Pack.</li> <li>• Briefing for crew to be provided covering clothing and equipment.</li> </ul>	2	2	4
Heavy Wind	<ul style="list-style-type: none"> <li>• Loss of control of boat</li> <li>• Enhanced risk of environmental injury.</li> <li>• Heavy water.</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox.</li> <li>• Crew identified prior to day</li> <li>• Oars not tossed aloft if deemed a risk by Cox or if above Force 4.</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Gig not to leave harbour mouth above force 4.</li> <li>• Direction and effect of wind against tide to be anticipated by cox.</li> <li>• Cox holds discretion to reduce duration if deemed a risk.</li> <li>• Briefing for crew to be provided covering clothing and equipment.</li> </ul>	2	2	4

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Heavy Rain	<ul style="list-style-type: none"> <li>• Hypothermia</li> <li>• Enhanced risk of environmental injury.</li> <li>• Enhanced risk of injury through slippery surfaces</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox.</li> <li>• Crew identified prior to day</li> <li>• Crew advised of need for cold weather clothing and adequate foot wear by Cox.</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Cox holds discretion to reduce duration if deemed a risk.</li> <li>• Cox carries 7 foil ponchos in E Pack.</li> <li>• First aid kit held in E Pack.</li> <li>• Briefing for crew to be provided covering clothing and equipment.</li> </ul>	2	2	4
Lightning	<ul style="list-style-type: none"> <li>• Enhanced risk for craft of lighting strike on open water.</li> </ul>	<ul style="list-style-type: none"> <li>• Weather forecast reviewed by cox on the day</li> <li>• Cox holds discretion to abandon row on day</li> <li>• Cox holds discretion not to allow individuals to participate if there is a risk of injury.</li> <li>• Cox holds discretion to reduce duration if deemed a risk.</li> </ul>	1	5	5

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Fog / night time or poor visibility	<ul style="list-style-type: none"> <li>• Drowning,</li> <li>• Hypothermia</li> <li>• Damage to boat</li> <li>• Loss of equipment.</li> <li>• Damage to other boats</li> </ul>	<ul style="list-style-type: none"> <li>• Contact made with Harbour master to receive information on risk prior to leaving mooring, leaving harbour mouth and re entering harbour.</li> <li>• Navigational Lights present on boat.</li> <li>• Cox and crew aware of surrounding vessels.</li> <li>• Cox capable of assessing dynamic situational risk.</li> <li>• Not to leave mooring if visibility is less than 5 boats lengths.</li> <li>• Mobile phone available to contact lifeguard or RNLI if required.</li> <li>• Air horn to signal intention in E pack.</li> <li>• Smoke flares in E pack</li> <li>• Radio in E pack</li> <li>• First aid kit held in E Pack.</li> <li>• Torch held in E pack.</li> </ul>	1	2	2
Waterbourne viruses and pollution.	<ul style="list-style-type: none"> <li>• Crew sickness</li> <li>• Un known potential severity.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox to avoid obvious pollutants or areas appearing to be polluted.</li> <li>• Crew briefing on hygiene on the water.</li> <li>• Cox to try to be aware of potential reported risks.</li> </ul>	1	2	2

<b>WORKING WITH THE BOAT</b>					
<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Carrying equipment to boat	<ul style="list-style-type: none"> <li>• Risk of slips, trips and falls.</li> <li>• Risk of falling into water.</li> <li>• Risk of tripping over poorly stowed equipment.</li> <li>• Risk of musculoskeletal injury.</li> </ul>	<ul style="list-style-type: none"> <li>• Advice sheet to be developed on manual handling including lifting technique and weights.</li> <li>• Oars to be carried spoon / blade first.</li> <li>• Equipment carried by car where possible.</li> <li>• Good communication maintained between persons carrying oars.</li> <li>• Gate opener available where possible.</li> <li>• Supervision by cox on pontoon.</li> </ul>	2	2	4
Walking, working and waiting on pontoons	<ul style="list-style-type: none"> <li>• Risk of slips, trips and falls.</li> <li>• Risk of falling into water.</li> <li>• Risk of tripping over poorly stowed equipment.</li> <li>• Enhanced risk of incident through horseplay.</li> </ul>	<ul style="list-style-type: none"> <li>• Brief participants prior to accessing pontoons.</li> <li>• Cox and other responsible / experienced members to monitor activity on the pontoons.</li> <li>• Horseplay to be identified and prevented.</li> <li>• Cox or other experienced crew member to identify risks and take remedial action prior to crew attending craft.</li> <li>• Boat to be pumped out and prepared for crew prior to crew arrival to reduce time spent on pontoon.</li> <li>• Oars to be passed into boat to reduce risk prior to arrival of crew</li> <li>• Juniors (&lt;18) to be accompanied by adult on a ratio of no more than 1 adult to 2 juniors.</li> <li>• First aid kit held in E Pack.</li> <li>• Crew to wear appropriate shoes.</li> </ul>	2	2	4

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Crew members entering or leaving boat	<ul style="list-style-type: none"> <li>• Risk of hand injuries between boat and pontoon</li> <li>• Risk of injury through slipping</li> <li>• Risk of falling into water</li> <li>• Risk of damage by crew treading onto thwarts.</li> <li>• Crew already in boat set off balance</li> </ul>	<ul style="list-style-type: none"> <li>• Crew briefed on correct method of entry and egress.</li> <li>• Crew access or egress from boat one at a time.</li> <li>• Entry or egress is announced, “getting in / out” by each crew member prior to access or egress.</li> <li>• Crew accessing boat supervised and corrected, if required by Cox.</li> <li>• Cox holds discretion to stop activity if deemed a risk.</li> <li>• Crew not to enter boat by jumping, if crew are ashore and need to enter boat, then the boat should be brought alongside safely to allow access.</li> <li>• First aid kit held in E Pack.</li> <li>• Crew to wear appropriate shoes.</li> </ul>	3	2	6
Crew members shipping oars	<ul style="list-style-type: none"> <li>• Risk of hand / head injuries.</li> <li>• Risk of musculoskeletal injuries</li> <li>• Risk of damage to oars</li> </ul>	<ul style="list-style-type: none"> <li>• Crew briefed on correct method of shipping oars.</li> <li>• Crew warmed up prior to entering boat.</li> <li>• Oars not tossed aloft in high winds.</li> <li>• Oars shipped by all participants simultaneously and / or under supervision of Cox.</li> <li>• Oars not shipped if potential for damage is present.</li> <li>• Cox holds discretion to stop activity if deemed a risk.</li> <li>• First aid kit held in E Pack.</li> </ul>	2	2	4

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Boat leaving mooring.	<ul style="list-style-type: none"> <li>• Risk of damage to boat</li> <li>• Risk of damage to oars</li> <li>• Risk of damage to other craft.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox supervises all activities.</li> <li>• Fenders in position.</li> <li>• All crew aware of position and surrounding obstacles.</li> <li>• All crew briefed on potential damage to oars.</li> <li>• Order given by Cox to “mind your oars” as required.</li> <li>• In adverse wind, consideration to be given to alter position of boat by lines from moorings.</li> <li>• Cox holds discretion to stop activity if deemed a risk.</li> <li>• Observe the Traffic Signal Lights opposite the Marina entrance and obey them. If in doubt, call Newhaven Radio on VHF channel 12 or phone them before departure on <b>01273 612926.</b></li> </ul>	3	2	6
Rowing: person risk.	<ul style="list-style-type: none"> <li>• Risk of musculoskeletal injury.</li> <li>• Risk of heart attack</li> <li>• Blisters</li> </ul>	<ul style="list-style-type: none"> <li>• Crew briefed on correct technique.</li> <li>• Crew warmed up by Cox prior to rowing.</li> <li>• Crew comfort observed and regularly checked verbally by Cox.</li> <li>• Cox holds discretion to stop activity if deemed a risk.</li> <li>• Mobile phone available to contact lifeguard or RNLI if required.</li> <li>• First aid kit held in E Pack.</li> <li>• All rowers to complete PARQ, those with sufficient identified issues are to provide GPs letter.</li> </ul>	3	2	6

Hazard	Risk	Control measures in place	Likelihood Score	Severity Score	Risk Score
Rowing: sinking	<ul style="list-style-type: none"> <li>• Drowning,</li> <li>• Hypothermia</li> <li>• Damage to boat</li> <li>• Loss of equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox assesses condition of boat prior to leaving.</li> <li>• All crew including Cox to don life jackets prior to entering craft.</li> <li>• Attention given to water levels in boat during activity.</li> <li>• Cox capable of assessing dynamic situational risk.</li> <li>• Mobile phone available to contact lifeguard or RNLI if required.</li> <li>• Air horn to summon assistance in E pack.</li> <li>• Hand flares in E pack</li> <li>• Radio in E pack</li> <li>• First aid kit held in E Pack.</li> </ul>	1	4	4
Rowing: collision with other craft /large bouys	<ul style="list-style-type: none"> <li>• Drowning,</li> <li>• Hypothermia</li> <li>• Damage to boat</li> <li>• Loss of equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Contact made with Harbour master to receive information on risk prior to leaving mooring, leaving harbour mouth and re entering harbour. Also, observe the Traffic Signal Lights.</li> <li>• Cox competent in rules of the road.</li> <li>• Cox and crew aware of surrounding vessels.</li> <li>• Cox capable of assessing dynamic situational risk.</li> <li>• Mobile phone available to contact lifeguard or RNLI if required.</li> <li>• Air horn to signal intention in E pack.</li> <li>• Hand flares in E pack</li> <li>• Radio in E pack</li> <li>• First aid kit held in E Pack.</li> </ul>	1	4	4

<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Rowing: running aground	<ul style="list-style-type: none"> <li>• Drowning,</li> <li>• Hypothermia</li> <li>• Damage to boat</li> <li>• Loss of equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• Appreciation of tide and river bed.</li> <li>• Boat to enter no closer than 5m to sloping bank unless condition known or in emergency.</li> <li>• Bow crew used to assess presence of obstacles below surface if approaching bank in emergency.</li> <li>• Boat only beached if absolutely necessary due to emergency or poor conditions likely to offer unacceptable risk and advice from RNLI.</li> <li>• Mobile phone available to contact lifeguard or RNLI if required.</li> <li>• First aid kit held in E Pack.</li> </ul>	1	4	4
Rowing: Man over board.	<ul style="list-style-type: none"> <li>• Drowning,</li> <li>• Hypothermia</li> </ul>	<ul style="list-style-type: none"> <li>• Man over board drill revised by Cox and practiced by crew.</li> <li>• Crew to return to nearest available safe mooring once crew member picked up.</li> <li>• First aid kit held in E Pack.</li> <li>• Cox capable of assessing dynamic situational risk.</li> <li>• Air horn to summon help in E pack.</li> <li>• VHF Radio and Mobile phone available to contact Port, MCA or RNLI if required.</li> <li>• Smoke flares in E pack</li> <li>• Radio in E pack</li> </ul>	1	5	5

<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Rowing: returning to mooring.	<ul style="list-style-type: none"> <li>• Risk of damage to boat</li> <li>• Risk of damage to oars</li> <li>• Risk of damage to other craft.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox supervises all activities.</li> <li>• All crew aware of position and surrounding obstacles.</li> <li>• Fenders in position.</li> <li>• All crew briefed on potential for damage to oars.</li> <li>• Order given by Cox to “mind your oars” as required.</li> <li>• In adverse wind, potential to be given to bringing boat in by lines from moorings.</li> <li>• Cox holds discretion to moor elsewhere if deemed a risk.</li> </ul>	3	2	6
Cox: reduced competence / experience.	<ul style="list-style-type: none"> <li>• Enhanced risk of inept actions given above circumstances</li> <li>• Enhanced risk of poor decisions.</li> </ul>	<ul style="list-style-type: none"> <li>• All cox’s to be trained and assessed as competent within six months of first taking helm to the satisfaction of all Trustees</li> <li>• All Cox’s to be supervised by a competent Cox whilst in training prior to formal assessment.</li> <li>• All cox’s to be formally trained by British Rowing Coaches other suitable authority as deemed appropriate by the Trustees.</li> </ul>	3	2	6
Crew: reduced competence / experience	<ul style="list-style-type: none"> <li>• Enhanced risk of injury through poor technique</li> <li>• Enhanced risk of injury through reduced awareness.</li> </ul>	<ul style="list-style-type: none"> <li>• Cox to provide additional instruction and supervision.</li> <li>• Cox to reduce speed and frequency of events in the boat as deemed necessary.</li> <li>• Cox to intersperse crew with more experienced members to provide additional coaching.</li> <li>• Additional supervision provided whilst on pontoon and accessing / egressing from boat.</li> </ul>	3	2	6

<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Crew: juniors	<ul style="list-style-type: none"> <li>Enhanced risk of injury through poor technique</li> <li>Enhanced risk of injury through reduced awareness.</li> <li>Enhanced risk though additional potential for horseplay</li> </ul>	<ul style="list-style-type: none"> <li>Adult to child ratio of 1 adult to 2 juniors.</li> <li>Adults to be DBS checked.</li> <li>Adults to be trained in safeguarding to the satisfaction of Trustees.</li> <li>Safeguarding policy to be adopted.</li> <li>Cox to have discretion to cease activity.</li> <li>Cox to have discretion to prohibit crew members on behavioural grounds.</li> <li>Cox to intersperse crew with adult members to provide additional supervision.</li> <li>Additional supervision provided whilst on pontoon and accessing / egressing from boat.</li> <li>Crews not to toss oars. Oars shipped in pins from a horizontal position 3 either side.</li> <li>Juniors PARQ to be issued prior to rowing</li> </ul>	3	2	6
Risk from persons onshore	<ul style="list-style-type: none"> <li>Risk from antisocial behaviour (stone throwing etc)</li> <li>Risk from fishing lines</li> <li>Risk of cox / crew distraction</li> </ul>	<ul style="list-style-type: none"> <li>Cox to be aware of shoreside activities</li> <li>Cox to anticipate probable position of fishing lines.</li> <li>Crew briefing to include behaviour in the boat</li> <li>Cox to report anti-social behaviour likely to cause risk, to harbour master.</li> <li>Cox to maintain focus of crew if creating a risk</li> </ul>	2	2	4

Hazard	• Risk	• Control measures in place	Likelihood Score	Severity Score	Risk Score
Swapping crew afloat	<ul style="list-style-type: none"> <li>• Injury through slips trips and falls.</li> <li>• Unplanned entry into the water causing drowning/ hypothermia.</li> <li>• Damage to boat.</li> </ul>	<ul style="list-style-type: none"> <li>• Crew swaps not to take place at night.</li> <li>• Crew swaps only to take place on the river or south of the narrows in <i>absolutely</i> flat calm conditions.</li> <li>• Crew swaps only to follow prescribed technique.</li> <li>• Crew swaps only to take place outside of the above criteria in extenuating circumstances and if the risk to crew outweighs prescribed risks.</li> </ul>	2	4	8
Removing boat on slip way	<ul style="list-style-type: none"> <li>• Injury from slips / trips on slipway</li> <li>• Injury caused by tractor on slipway</li> <li>• Injury caused through unexpected boat movement on trailer</li> </ul>	<ul style="list-style-type: none"> <li>• Crew briefing on clothing and equipment to be worn including appropriate foot wear.</li> <li>• Hi vis to be worn by crew working on slipway</li> <li>• Trustee to act as safety officer with no other duty than to oversee safety, not supervise.</li> <li>• Minimal crew to work on slip way when Tractor in operation.</li> <li>• Crew to be aware of effect of wake on boat in shallow water</li> <li>• First aid kit available.</li> </ul>	2	3	6

<b>WORKING WITH THE BOAT OUT OF THE WATER</b>					
<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Transporting boat on the road.	<ul style="list-style-type: none"> <li>• Risk of collision with other vehicles</li> <li>• Risk of damage to boat</li> <li>• Risk of injury handling boat</li> </ul>	<ul style="list-style-type: none"> <li>• Vehicle to have insurance and MOT</li> <li>• Driver and passenger to be in vehicle that are knowledgeable of Gig and towing</li> <li>• Briefing sheet to be available.</li> <li>• E pack to be carried including hi viz jackets, orange lights, first aid kit and foldable cones.</li> <li>• Charged mobile phone to be carried in vehicle detailing actions to be taken in event of an issue roadside.</li> <li>• Trained first aider available to provide advice by phone</li> </ul>	2	3	6
Using vehicle to tow boat in and about the harbour (specifically including manoeuvring in close proximity to vehicles people, buildings at slow speed)	<ul style="list-style-type: none"> <li>• Risk of collision with other vehicles</li> <li>• Risk of collision with other people</li> <li>• Risk of damage to boat</li> <li>• Risk of injury handling boat</li> </ul>	<ul style="list-style-type: none"> <li>• Vehicle to have insurance and MOT</li> <li>• Driver to be in vehicle that are knowledgeable of Gig and towing</li> <li>• Driver to be aware of environment</li> <li>• E pack to be carried including hi viz jackets, orange lights, first aid kit and foldable cones.</li> <li>• Charged mobile phone to be carried in vehicle detailing actions to be taken in event of an issue roadside.</li> <li>• Trained first aider available on site</li> <li>• Trustee to act as safety officer in contact with driver with no other duties.</li> <li>• One person to act as vehicle marshalling seeing driver back etc (not the safety officer)</li> </ul>	2	3	6

<b>BOAT MAINTENENCE</b>					
<b>Hazard</b>	<b>Risk</b>	<b>Control measures in place</b>	<b>Likelihood Score</b>	<b>Severity Score</b>	<b>Risk Score</b>
Scrubbing weed / silt underside of boat	<ul style="list-style-type: none"> <li>• Risk of collapse of trailer</li> <li>• Infection from open cuts</li> <li>• Illness from spray in mouth</li> </ul>	<ul style="list-style-type: none"> <li>• Trailer to be inspected prior to work</li> <li>• Safety gloves to be provided</li> <li>• Crew instructed to keep mouth shut whilst scrubbing</li> <li>• Crew instructed to stand clear whilst spraying water</li> </ul>	5	1	5
Sanding boat down	<ul style="list-style-type: none"> <li>• Inhaling dust</li> <li>• Dust in eyes</li> <li>• Splinters or paint needle injuries.</li> <li>• Burns from sanding</li> <li>• Electrocutation from sanders</li> </ul>	<ul style="list-style-type: none"> <li>• Facemask to be provided.</li> <li>• Sanding to be undertaken externally.</li> <li>• Gloves to be provided.</li> <li>• Briefing to be provided to crew.</li> <li>• MCB Protected electrical supply to be used.</li> <li>• New extention leads to be used.</li> <li>• No wet surface to be sanded.</li> </ul>	5	1	5
Painting Boat	<ul style="list-style-type: none"> <li>• Paint splash</li> <li>• Paint in eyes</li> <li>• Skin reaction to paint</li> <li>• Clothes ruined</li> <li>• Paint spills</li> </ul>	<ul style="list-style-type: none"> <li>• Paint kettles issued</li> <li>• Tarps put down on floor</li> <li>• Turps and cloth available to clean mess</li> <li>• Gloves provided</li> <li>• Briefing on slow painting</li> </ul>	5	1	5
Lifting Boat on and off trailer	<ul style="list-style-type: none"> <li>• Crushed fingers / hand</li> <li>• Crushed feet</li> <li>• Musculoskeletal injuries</li> <li>• Trips / slips / falls</li> </ul>	<ul style="list-style-type: none"> <li>• Briefing on safe lifting prior to activity.</li> <li>• Area cleared prior to activity.</li> <li>• Clear direction given by one person, not lifting.</li> <li>• Safety shoes worn at the after end.</li> <li>• Lifting only onto blocks if upturned.</li> </ul>	5	1	5

ACTIONS FOLLOWING RISK ASSESSMENT					
Action	Rationale	Outcome	Target date	Resp Person	Completed Date
Competence criteria defined and implemented for crew	<ul style="list-style-type: none"> <li>To define competence in terms of crew capability.</li> <li>To assure continued capacity development in the club.</li> <li>To reduce the risk by ensuring a mix of competent rowers and novices on any single crew.</li> </ul>	<ul style="list-style-type: none"> <li>Document detailing crew competencies.</li> <li>Training practices implemented to upskill crew.</li> </ul>		DA / NT	
Competence criteria defined and implemented for Cox	<ul style="list-style-type: none"> <li>To define competence in terms of cox capability.</li> <li>To assure continued capacity development in the club.</li> <li>To reduce the risk by ensuring competence of Coxwains.</li> </ul>	<ul style="list-style-type: none"> <li>Document detailing Coxwain's competencies.</li> <li>Training practices implemented to upskill Coxswains.</li> </ul>		DA / NT	
Purchase of Equipment	<ul style="list-style-type: none"> <li>To complete E Pack and satisfy requirement of readiness in an emergency.</li> </ul>	<ul style="list-style-type: none"> <li>Smoke Flares</li> <li>Air Horn</li> <li>Laminated map of crew egress points on river.</li> <li>First aid kit</li> <li>Compass</li> <li>Bottled Water</li> </ul>		?	