

Tees Regatta Safety Plan

1.0 Introduction

1.1 Scope

This document describes the safety arrangements for Tees Regatta and any other regattas held on the River Tees organised by Tees Rowing Club. These regattas are run in accordance with the ARA Water Safety Code / Rowsafe and the ARA Rules of Racing.

Tees Regatta and any other regattas on the River Tees organised by Tees Rowing Club take place in the full knowledge of the Amateur Rowing Association, British Waterways, Cleveland Constabulary, Cleveland Ambulance Service and other organisations deemed appropriate as notified by the Tees Regatta Committee.

1.2 Content

This document identifies the risks apparent during the event through a hazard and risk assessment. In Section 3 it then expands on the identified control measures to explain how these are to be achieved in practice. This document then incorporates, in Section 4, the briefing notes that implement the control measures. Therefore this document contains the following:

- Section 2 – Safety Plan
 - ?? Hazards and Risk Assessment
- Section 3 – Control Arrangements
 - ?? Responsibilities
 - ?? Emergency Procedures
- Section 4 – Issued to competitors
 - ?? Instructions for Competitors
 - ?? Instructions for Officials
 - ?? Course Maps

1.3 Amendment Register

Issue	Date	Author	Reason	Review due by
Draft D	Dec 2006	S.Vaslet	Final amendments, now ready for issue	
Issue 1	May 2007	S.Vaslet	Updated for 2007 regatta	April 2008
Issue 2.1	May 2008	S.Vaslet	Updated for 2008 regatta	April 2009
Issue 3.0	April 2009	S.Vaslet	Updated for 2009 regatta	April 2010

2.0 Safety Plan

The Safety Plan for the event is given in the following section.

2.1 Hazards and Risk Assessment

Risk Assessment					
Hazard	Initial Risk	Consequence	Prevention	Control Measure	Final Risk
Hazards on the Water					
Bad conditions (wind and water) or their deterioration	Med	Possible boat capsize or sinking Hypothermia	Some or all of races may be suspended or cancelled by the Race Committee Individual competitors at liberty to withdraw Crews and coxwains must wear appropriate clothing	Race Control to monitor the weather Competing club requirement	Low
Bad conditions (lightning)	Low	Possible injury Hypothermia	Some or all of races may be suspended or cancelled by the Race Committee Any crews on the water will be called back to the finish to allow them to leave the water Individual competitors at liberty to withdraw	Race Committee	Low
Equipment failure	Med	Possible injury Boat capsize, sinking or unrowable	All boats to comply with ARA Safety Code / RowSafe Boats may be inspected before launching Marshals and Umpires can prevent unsafe boats being launched	Competing club requirement Pontoon Marshal	Low
Collision with other rowing boats	Med	Possible injury Boat capsize, sinking or unrowable	Landing Stage Marshals supervise launching, leaving and landing Circulation pattern Leave from Steps, land at Pontoon No warming up adjacent to the course Crews instructed to keep race finish area clear Race Umpires must keep racing crews apart Buoyed course. Race Umpires must warn of hazards Basic competence of coxswains and steersmen	Pontoon Marshal Club Officials deployed along course Via Safety Instructions	Low
Collision with bank, buoys, fixed obstructions or floating debris	Med	Possible injury Boat capsize, sinking or unrowable	Course Map shows known obstructions Safety Launch will clear debris if hazardous Race Umpires must warn of hazards Basic competence of coxswains and steersmen	Map available on club website and on display Course inspected the previous day Club Officials deployed along course	Low

Risk Assessment					
Hazard	Initial Risk	Consequence	Prevention	Control Measure	Final Risk
Hazards on the Water					
Collision with bridge pier	Med	Possible injury Boat capsize, sinking or unrowable	Course Map shows restriction and circulation pattern Basic competence of coxswains and steersmen	Launch placed downstream of bridge pier to warn and prevent racing crews from collision with bridge	
Congestion in the start area	Med	Possible injury Boat capsize, sinking or unrowable, swept onto barrage	Cancel regatta if river flow too high Limit number of boats in start area Boats in start area supervised and monitored	Race Committee decision Boats held at mid-course official Start area supervised by Start Marshal	Low
Congestion in landing area	Med	Possible injury, Collision, Boat capsize, Boat damage	Circulation pattern	Circulation pattern shown on map Launch in finish area to enforce circulation pattern	Low
Collision with other boat or problem with wash	Med	Injury, capsize, sinking, boat damage	River is closed to traffic during the regatta Right of navigation controlled by BW and monitored by Umpires	Race Officials deployed along course	Low
Boat capsize, sinking or unrowable	High	Crew unable to return to landing Competitors in the water	Shoe types allow quick escape from boat Scullers should have been instructed in Capsize Drill by their Club Safety Launch will attend incidents to pull people out of the water Racing will be stopped if necessary	Competing club requirement Each launch will have two crew Radio comms	Low
Sudden illness to competitor	Med	Possible capsize (especially single scull) Boat unable to proceed	Clubs request all competitors to check they have no medical condition prior to taking up rowing Safety Launch will attend incidents to pull people out of the water Racing will be stopped if necessary	Competing club requirement Pontoon Marshal can prevent underdressed or ill-looking competitors from boating Each launch will have two crew Radio comms	Low
Competitor in water	High	Shock Hypothermia Drowning	Coxswains required to wear lifejackets All Competitors required to be able to swim Boat will normally remain buoyant Rapid Safety Launch response Launch will carry throw line Thermal blankets available in launch and at Race Control	Competing club requirement Race Officials deployed along course 3 launches deployed Equipment in launches Equipment in boathouse	Low

Risk Assessment					
Hazard	Initial Risk	Consequence	Prevention	Control Measure	Final Risk
Hazards on the Water					
Competitor injury or illness	Med	Treatment required Possible emergency	First Aid Kit available in Safety Launch and at Regatta Control Procedure for calling Emergency Services in place and notified to Ambulance Service	Check equipment in launches Race Officials deployed along course Police/Ambulance Control notified during week prior to the race	Low
Medical Emergency	Med	Urgent and/or major treatment required	Procedure for calling Emergency Services in place and notified to Ambulance Service First Aid cover provided by professional organisation Race arrangements approved by Medical Officer	Police/Ambulance Control notified during week prior to the race FA team (2 people) to be located at RTWC Checked by Medical Officer	Low
Competitors with disabilities	Med	Higher risk in event of capsize	Discuss appropriate measures with coach, school and umpires.		Low
Hazards on the Land					
Injury in trailer park	Med	Injury, damage to boats	Cars and trailers parked according to published parking plan	First aid cover present at event	Low
Injury to spectators / members of the public along public footpath in front boat house	Med	e.g. Struck by boat during carrying e.g. Trip hazard on equipment left unattended	Notices to be placed either end of public footpath warning footpath users of event. Site layout plan to be prepared before event as guide to competitors and race officials Athletes instructed to keep clear access to pathway in front of boathouse (e.g. no blades to be propped on railings opposite boathouse)	First aid cover present. Organising Club's responsibilities. Instructions to competing crews. Race marshals to monitor area during event.	Low
Slip from path, steps or pontoon	High	Injury. Spectator in water.	Safety boat moored adjacent to pontoon to effect rescue. Throw lines available in boathouse and on pontoon and boating steps.	First aid cover present Marshals instructed on location of heaving lines.	Low
Dogs in water	Med	Boat capsize. Injury to crew.	Notice to public to keep dogs on lead in boathouse area and along gravel path towards barrage.	First aid cover present. Organising Club's responsibilities.	Low
Anti-social behaviour (members of public) e.g. stone throwing, jumping in water etc.	Med	Boat capsize. Injury to crew.	Race Marshals instructed to report all incidents to Race Control and Safety Advisor. Possible decision to temporarily suspend regatta. if behaviour continues	Organising Club's responsibility Event Committee Call police or community liaison officers	Low

Specific items are listed to provide mitigation against the consequences of the hazards at this regatta. These are included in the competitor's instructions. Any breaches or infringements of the ARA Rules of Racing, the ARA Water Safety Code / RowSafe or the specific local rules as identified in the competitor's instructions will be dealt with by the disciplinary procedures outlined in the ARA Rules of Racing.

3.0 Control Arrangements

This section includes the responsibilities for both officials and competitors and the detail of the emergency procedures.

3.1 Responsibilities

3.1.1 Organising Club's Responsibilities

1. It may be necessary to make decisions about the safe running of the regatta. This is the duty of the Race Committee. This will include decisions about the prevailing and anticipated weather conditions, the river flow and lightening.
2. There will need to be a co-ordination point for all emergencies. This will be Regatta Control.
3. During the race, the river needs to be clear of all other river traffic. This is achieved by requesting a complete river closure from British Waterways. When obtained, this will be reinforced by making contact with each of the organisations that use the river on a regular basis.
4. The race course has to be under observation over its full length with sufficient launches to affect a prompt rescue. It is judged that three launches are sufficient, each one covering approximately 300m. Launches should have a crew of two so that individuals can be pulled from the water. They should also have rudimentary first aid provisions and safety blankets. The launches are in contact with Race Control via radio.
5. The organisers need to secure sufficient volunteers to staff the launches and official's positions. The volunteers must be trained and briefed and provided with written instructions.
6. Adequate car and trailer parking space must be provided and organised such that vehicles and pedestrians are separated as much as possible and that there is access for the emergency services.
7. A First Aid post must be established and the Gym is used for this purpose. It is signposted from the entrance and lift lobbies.
8. In anticipation of the potential for requiring the emergency services, the Police Information Service is given prior knowledge of the event and a map showing River Tees Watersports Centre (RTWC) and access points to the river. These are lettered for ease of identification.
9. To ensure, as far as possible, that the river is free from floating and partially submerged debris, the full length of the course is checked on the day prior to the race.
10. The unique features of the course and the associated hazards must be communicated to the competitors. This is achieved via the Safety Instructions for All Competitors and the Tees Regatta Map.
11. To ensure safe boating from the pontoon and the steps, marshals are provided to assist competitors and to ensure it is safe to leave the steps with regard to any race that may be in progress.
12. The Regatta Safety Adviser must complete an ARA Safety Audit Sheet for the regatta.
13. Make this Safety Plan available to competing clubs (via website).

3.1.2 Competing Clubs' Responsibilities

1. The ARA Water Safety Code / RowSafe and the ARA Rules of Racing establish effective arrangements for safe racing. Through the Safety Instructions for All Competitors competing clubs are reminded of their obligation to meet the requirements of the Water Safety Code / RowSafe and the Rules of Racing.
2. In particular, competing clubs are expected to ensure:
 - a) All boats provided to competitors are safe for use, have a bow ball, adequate heel restraints and functional buoyancy (when fitted).
 - b) That coxes are provided with life jackets or buoyancy aids.
 - c) That crews and coxes are wearing suitable clothing for the prevailing and anticipated conditions.
 - d) That inexperienced crews have experienced coxes and that inexperienced coxes are only used with experienced crews.
 - e) All competing clubs should provide Race Control with a contact number for use during the event in case of an incident involving their club.

3.1.3 Competitor's Responsibilities

1. In addition to the specific requirements in section 3.1.2, individual competitors are required to have knowledge of the following:
 - a) The course has a number of features that could present a hazard to competitors. Crews must therefore make themselves familiar with the content of Safety Instructions for All Competitors and the Tees Regatta Map.
 - b) In particular with regard to boating, crews must depart from the Steps, they must check the racing lanes are clear and leave under the guidance of an official. Crews must land at the Pontoon.
 - c) If a competitor sees an incident, they should inform a launch or a race official. If necessary, they should stop and provide assistance. These actions may accelerate the provision of assistance to a crew in difficulty.

- d) To minimise congestion at the finish and the consequential risk of collision, crews should row clear of the finish line before stopping.
 - e) For similar reasons, crews are not permitted to warm up adjacent to the course.
2. Competitors are notified of their instructions concerning safety and the rules of the race via the following documents:
 - ?? Tees Regatta Safety Instructions,
 - ?? Tees Regatta Map.
 3. These documents are posted on the Tees RC website one week before the regatta. Copies are also displayed at RTWC and are made available for competitors at registration, should they require them.

3.1.4 Official's Responsibilities

1. Officials to be familiar with this Safety Plan and associated instructions and map.
2. Launches and Race Officials are to be in place before crews start boating.
3. Launches and Race Officials are responsible for ensuring that crews travelling downstream to the start do so in a safe and orderly fashion.
4. Launch crew are responsible for being in position and in contact during racing, attending incidents as observed by them or directed by other officials during the race, and rescuing capsized/ injured competitors to the first aid post at RTWC or another designated meeting point.
5. Launches and Race Officials are responsible for ensuring that competitors have safe passage during the race, warning competitors acting in an unsafe or dangerous manner and those not complying with the rules, and co-ordinating the launches and first aid treatment at incidents.

3.2 Emergency Action Plan

3.2.1 Contact Procedures

1. In the event of an incident occurring it is likely that it will be observed by a launch, race official or a competitor.
2. Communication between Regatta Control and all officials is by radio.
3. RTWC address is: River Tees Watersports Centre, The Slipway, Stockton-on-Tees, TS18 2NL.

3.2.2 Emergency procedure

1. On witnessing an incident, officials have been instructed to call for assistance, clearly stating their location.
2. If there is a danger to crews in need of assistance from those racing, then the nearest race official or launch will warn approaching crews.

3.2.3 Incidents on the Water

1. In general, all incidents on the water will be dealt with by the attendance of a launch and the launch driver will be deemed "in charge" of the incident.
2. If the competitor(s) is/are capable of continuing to race, they may be allowed to continue at the discretion of the launch driver.
3. If it is necessary, competitors will be taken by launch to RTWC or another designated meeting point.
4. The safety boats are for people recovery and NOT for recovery of equipment. Once all competitors are deemed safe, the launch may return for equipment recovery.
5. Regatta Control may call the Emergency Services to the incident. A copy of the attached map is sent to the Police Information Service prior to the event. It shows Emergency Service access points.
6. In all cases, the launch in attendance shall inform Regatta Control of the outcome. Regatta Control will announce the re-commencement of racing.

3.2.4 Incidents on the Bank

1. The nearest race official or launch will call for assistance where necessary and remains "in charge" of the incident.
2. If an incident occurs out of sight of an official, contact with the nearest official should be made.
3. Race Control may call the Emergency Services to the incident. Alternatively the individual(s) may be brought back to RTWC.

3.2.5 Encroaching vessels

The river is closed downstream of The Princess of Wales Bridge so there should not be any addition craft on the course. Should one appear, it should be requested to stop. In addition, crews should be warned and racing stopped if necessary.

3.2.6 Pre-race Provisions

The Tees Regatta Organising Committee will carry out an assessment of the conditions in the days preceding the regatta and on the day of the regatta to ensure that the regatta is safe to be run.

The Organising Committee including the safety adviser will review all relevant information and forecasts, including the current state of the stream and the water level and the Local Weather Centre forecast for the time of the regatta.

The Organising Committee will determine any variations to the regatta, such as cancellation of the regatta or limiting the regatta by experience of competitor or boat size. In the event of cancellation or serious curtailment of the entry, the Tees Regatta Secretary will communicate this information to competing clubs as soon as practicable.

At first light on the morning of the regatta, the Organising Committee will confirm that forecasts are accurate. In the event that they are not, the Tees Regatta Committee will determine if any restrictions are required and inform competitors of these.

3.2.7 On-going Assessment

The conditions will be continually assessed by the Race Committee throughout the regatta. It may be necessary to impose restrictions as detailed in section 3.2.6 above if conditions deteriorate throughout the regatta.

4.0 Instructions provided to Officials and Competitors

The following briefing notes are included in this document:

- ?? Safety Instructions for All Competitors
- ?? Tees Regatta Map

TEES REGATTA 2009

ORGANISING CLUB'S RESPONSIBILITIES – CHECKSHEET

	Activity	Completed
1.	Establish a Race Committee.	
2.	Monitor the prevailing and anticipated weather conditions, the river flow and lightening. Decide on whether it is safe to hold the regatta.	
3.	Request a river closure. Inform other river users as an additional measure.	
4.	Obtain three launches and a crew of two for each. Check that the boats have first aid kits and blankets.	
5.	Ensure there are sufficient volunteers. Allocate them to roles.	
6.	Ensure car parking arrangements are established, communicated and supervised. Ensure there is access for the emergency services.	
7.	A First Aid post to be established in the Gym. It should be signposted from the entrance and lift lobbies.	
8.	Fax Map to Police Information Service.	
9.	Check river for debris on the day before and the day of the regatta.	
10.	Ensure Safety Instructions are on the website, posted at the Centre and available for individual competitors.	
11.	Provide marshals to assist on Steps and Pontoon.	
12.	The Regatta Safety Adviser to complete an ARA Safety Audit Sheet for the regatta.	

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SAFETY INSTRUCTIONS FOR ALL COMPETITORS

See attached map

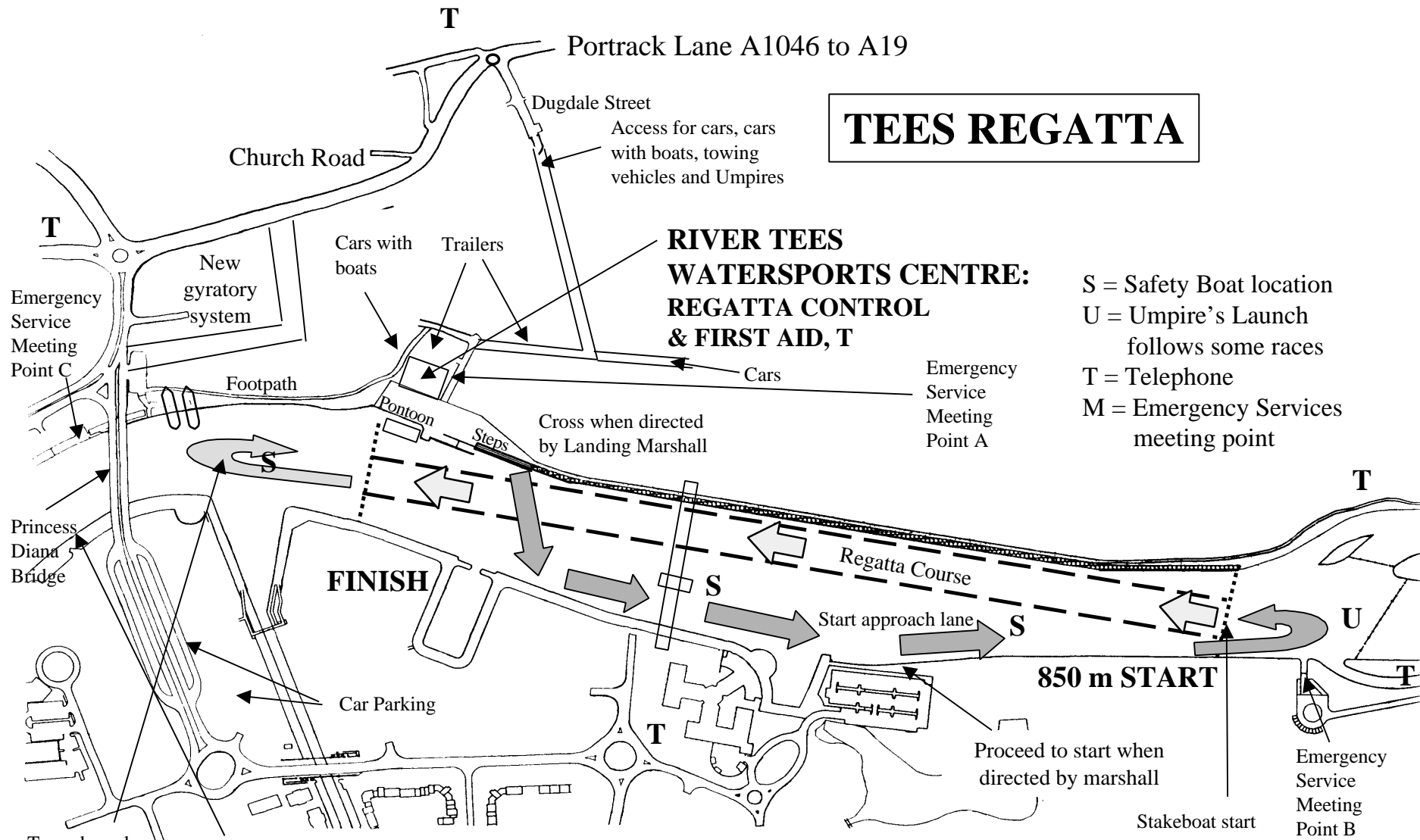
It is the competing clubs' responsibility to ensure all of its crews and scullers abide by the ARA Water Safety Code, RowSafe, ARA Rules of Racing and the specific local rules as presented in the Competitors Instructions. Specifically:

1. **Clubs must ensure that all their boats competing in the Regatta comply with the ARA Water Safety Code / RowSafe.** Any boat may be inspected.
2. **All coxswains must wear lifejackets of an approved type** and be adequately dressed for the prevailing weather conditions. That inexperienced crews have experienced coxes and that inexperienced coxes are only used with experienced crews.
3. **Circulation Pattern:** See map overleaf.
4. Crews must depart from the steps and land at the pontoon.
5. Crews must be at the mid-course marshal at least 5 minutes before they are due to race.
6. **Crews must only leave the landing when it is safe to do so under the direction of the marshal, and must cross and clear the course quickly.**
7. Warming up is not allowed on or adjacent to the course. Please proceed upstream of the Princess of Wales Bridge to warm up. This section of the river is not closed so the normal rules apply and other craft may be using the river. The normal navigation rules are displayed in the boathouse. There is no safety cover on this part of the river.
8. Crews should approach the start via the south side of the course. When they pass the bridge pier, keep clear of the racing lanes. Follow the instructions of the launch marshals. They should wait adjacent to the mid-course marshal (near the large white buildings) who will direct them to the start when the course is clear.
9. Crews should stay clear of the booms downstream of the start area.
10. **After racing, crews should proceed past the buoys upstream of the finish before turning towards the north bank and return to the landing when the course is clear. Follow the instructions of the launch marshal.**
11. Every attempt is made to keep the course clear of obstructions. Any obstruction noted should be reported to an Umpire or Marshal.
12. **Safety decisions** such as cancelling the event, termination or suspension of some or all races, may be taken by the Race Committee. All competing clubs should provide Regatta Control with a contact number for use during the event in case of an incident involving their club.
13. **Regatta Control (at RTWC) is the co-ordination point for any emergency.** Radio contact can be made with regatta control by any Umpire and/or from the Safety launches. Regatta Control also has access to a mobile telephone for use by regatta officials in the case of an emergency. If emergency services are called directly, please inform Regatta Control.
14. **Safety Launches** will be stationed at the positions shown in radio contact, and the Umpire's Launch will follow some races. If there is a need for any launch to attend an emergency, then the Helmsman in charge will immediately stop any other activity and proceed rapidly to the incident. If a race is in progress, an umpire will (if necessary) stop the race.
15. **A First Aid Kit and Emergency Equipment** are available at Regatta Control and in the Safety Launches. In addition, First Aid is available from personnel at the Landing area, and this can be requested via Regatta Control.
16. If any External Emergency services are called to provide assistance the recognised **meeting locations** are:-
 - a) River Tees Watersports Centre (access via Dugdale Street).
 - b) Tees Barrage Slipway (access via A66 - Teesside Retail Park Intersection).
 - c) Stockton Corporation Slipway (access from Riverside Road).

CONTACT INFO

Regatta Secretary	Kate O'Sullivan	} Via	Police (Stockton)	999 or
Safety Adviser	Steve Vaslet	} Regatta	Barrage Control Room	01642 633273
Co-ordinating Umpire	Dilwyn Jones	} Control	Hospital	01642 617617
Regatta Control	07852134221 or	07768761399	Ambulance / Fire	999
Medical Adviser	David Cooper		RTWC	01642 628940

TEES REGATTA



- S = Safety Boat location
- U = Umpire's Launch follows some races
- T = Telephone
- M = Emergency Services meeting point

No warming up adjacent to the course –
 Please go upstream of Princess of Wales Bridge to warm up/cooldown
 There is no safety cover on this part of the river

Turn above buoys beyond finish and return to pontoon if clear