



Queen Elizabeth High School Rowing Club Risk Assessment – Rowing Activities

6 September 2024

Next annual update: 06/09/25

Scope of risk assessment	Covering water-based rowing activities					
Prepared by	Paul Gaines	Prepared	06/09/24	Review date	01/08/25	
LIKELIHOOD OF OCCURRENCE (L) 1= Very Unlikely 2= Unlikely 3= Likely 4= Very Likely 5= Certain or imminent						
Severity (S) 1= Minor disruption to crew or individual 2= Minor injury/damage to equipment 3= Potential immersion/ exposure to adverse conditions 4= Significant trauma or injury to collision, exposure to conditions or external agent 5= Potential fatality/incapacity						
		Severity				
		1	2	3	4	5
Likelihood Of Occurrence	1	Low	Low	Low	Low	Low
	2	Low	Low	Low	Medium	Medium
	3	Low	Low	Medium	Medium	High
	4	Low	Medium	Medium	High	High
	5	Low	Medium	High	High	High
Risk Rating						
	Residual Risk = 1-6 <ul style="list-style-type: none"> No further action required. Ensure controls are maintained 		Adequately Controlled Risk = 7-14 <ul style="list-style-type: none"> Look to improve at the next review 		Unacceptable risk = 15-25 <ul style="list-style-type: none"> Stop activity immediately and improve controls 	

	Hazard Risk	Who or What is at risk?	LxS = risk rating no controls	Control measures/ Mitigation	LxS = risk rating with controls	Who	How often
1	General Procedures						
1.1	Unfamiliarity with procedures Risk of injury, damage to boats, loss of equipment	People, boats	3 x 3 9	<ul style="list-style-type: none"> • Induction training • Regular reminders on key safety issues • Year group briefings at least on an annual basis • Crews to sign in and out 	2 x 2 4	Club Water Safety Advisor (CWSA)	Learn to row / new member / ongoing
1.2	Failure to learn from previous incidents on river Major injuries, loss of life, loss/serious damage to boats.	People, boats	4x4 16	<ul style="list-style-type: none"> • Report details of all incidents, including near misses, to the Club Water Safety Adviser 	2x2 4	CWSA	Ongoing
1.3	Lack of confidence in water	People, boats	3x3 9	<ul style="list-style-type: none"> • Swim test and capsize drill should be completed by all members and repeated at least every year. • Priority for drill completion is new starters 	2x3 6	CWSA	As/when new starters join club
1.4	Lack of experience in supervision	People, boats	3x4 12	<ul style="list-style-type: none"> • Coaches should have achieved Level 2 coaching qualification (or equivalent) • Coaches must be members of British Rowing 	2x2 4	CWSA	Adequate training provided

				for water-based work with juniors and for leading courses on the water on behalf of the club, for adult beginners			
2	Boathouse						
2.1	Repairs, adjustments and maintenance Minor injuries, damage to boats, loss of equipment	People, boats	3x1 3	<ul style="list-style-type: none"> • Use of correct tools for job • Correct safety equipment used when required • Appropriate personnel to undertake the work at hand 	3x1 3	Asset Management Lead (AML)	As needed
2.2	Unsafe boats and equipment Major injuries, loss of life, loss/serious damage to boats.	People, boats	3x5 15	<ul style="list-style-type: none"> • Regular audit • Reporting of problems • Proper repairs carried out ASAP • Notices on quarantined boat • Training on checking over boats before every outing 	2x3 6	CWSA AML	Monthly audit / daily
2.3	Cleanliness Dust, fungal ingestion/inhalation, rats	People, boats	3x4 12	<ul style="list-style-type: none"> • Inspection • Regular cleansing • Pest control if serious 	2x3 6	CWSA Coaches AML Club Captains	Weekly
2.4	Mobile boat racks, shutters, gates. Muscular strain, bumps Damage to boats Collision	People, boats	3x3 9	<ul style="list-style-type: none"> • Inspection and simple maintenance • Regular professional checks for shutters 	1x3 3	Club Captains Coaches AML CWSA	Weekly

2.5	Riggers on moving boats Bumps, head/eye injury, damage to boats	People, boats	3x5 15	<ul style="list-style-type: none"> • Close gates • Sufficient people to lift boats • Observers to warn • Boats stored neatly without access impeded. 	1x5 5	Coaches Club Captains	Daily
2.6	Storage of equipment Trips, slips, falls, bumps to people , damage or loss of equipment	People	4x3 12	<ul style="list-style-type: none"> • Regular inspection of storage areas • Store equipment neatly. Put equipment in cupboards or receptacles when finished with • Keep floor/access areas clear 	2x3 6	Club Captain (boats)	Weekly / daily
2.7	Lighting Light failure leading to darkness and poor visibility	People	1x5 5	<ul style="list-style-type: none"> • Regular maintenance checks carried out • Repair fuse and/or replace tubes promptly 	1x3 3	AML	Checks weekly / repairs when needed
2.9	Boats & trailers, changing facilities, car park, club Theft/vandalism as outdoor areas cannot be closed off	People	3x3 9	<ul style="list-style-type: none"> • Warn in advance of risk. • Ensure vigilance during the races. • Offer secure storage if possible. 	2x2 4	All club members and parent helpers	Daily
3	Access to and from the river						
3.1	Steps, some damaged Slips, trips, falls	People, boats	3x4 12	<ul style="list-style-type: none"> • External lighting • Steps inspected before sessions by coaches • Clear steps of debris, weed, mud and ice. 	2x3 6	CWSA / users as individual	Daily / repairs as needed

				<ul style="list-style-type: none"> • Descend and ascend slowly, under control • Footwear with good grip • Get steps repaired 			
3.2	<p>Low water conditions at steps:</p> <p>Falls, muscular strains, inability to wade ashore or carry boats up to the first step. Cuts and grazes, likely to become infected.</p>	People, boats	<p>3x3</p> <p>9</p>	<ul style="list-style-type: none"> • Warnings issued about water obstacles. • Lower landing stage will be used. • Care taken with boats queuing 	<p>2x3</p> <p>6</p>	CWSA / users as individual	Daily
3.3	<p>Rowing equipment left lying</p> <p>Slips, trips, falls, damage to blades, equipment may be knocked into the water</p>	People, blades, other equipment	<p>3x2</p> <p>6</p>	<ul style="list-style-type: none"> • Good supervision • Put all rowing equipment back as soon feasibly possible • Shoes stored against the bank side. • Care needed with Blades as boats are landing as they become a trip hazard 	<p>2x2</p> <p>4</p>	Rowers Parents Coaches Members of the Public	Daily
4	River Water Quality, Debris and other Hazards						
4.1	<p>Quality</p> <p>Infections, poisoning, water-borne diseases</p>	People, pets	<p>3x5</p> <p>15</p>	<ul style="list-style-type: none"> • Avoid ingestion, wash hands after rowing, cleanse and cover cuts, blisters and other areas of broken skin. Shower as soon as possible after rowing. • Use a screw top water 	<p>2x4</p> <p>8</p>	CWSA / rowers as individual	Daily

				<ul style="list-style-type: none"> bottle. Wear strong shoes or boots on steps 			
4.2	Floating debris Damage to boats, capsize, drowning	People' boats	1x5 5	<ul style="list-style-type: none"> Keep watch for debris. Cancel rowing when large amounts of debris are present Warn novice and inexperienced crews and coxes Some debris may be able to be moved safely 	1x4 4	Coaches Rowers as individual s	Daily
4.3	Underwater obstructions Damage to boats, capsize, drowning	People, boats	3x3 9	<ul style="list-style-type: none"> Safety map on display in clubhouse Warnings about temporary obstructions posted in clubhouse and on website Warn novice, visiting and inexperienced crews and coxes 	1x3	CWSA	Daily
4.4	Overhanging trees	People, boats	1x2 2	<ul style="list-style-type: none"> Good lookout 	1x1 1	Rowers as individual s	Daily
4.5	Members of the public Verbal abuse	Boats and people	1x2 2	<ul style="list-style-type: none"> Report if serious 	1x1 1	Rower as individual	Daily
4.6	Wildlife Weil's disease	People, boats	3x2 6	<ul style="list-style-type: none"> Hygiene, vigilance when on the water If wildlife are becoming a limiting factor assess 	1x3 3	CWSA/ rowers as individual	Daily

				<p>whether continuing to row is safe to do so</p> <ul style="list-style-type: none"> Report interaction with wildlife 			
5	Water Conditions						
5.1	<p>Rough water conditions Wind, especially when against tide can create large waves – danger of capsizing or swamping</p>	People, boats	<p>4x4 16</p>	<ul style="list-style-type: none"> All boats to have built-in buoyancy Cancel rowing when conditions are severe Wind can be an issue at Tyne Green 	<p>2x4 8</p>	Coaches CWSA	Daily
6	Weather Conditions and Light						
6.1	<p>Overall risk Capsize/swamping Injury/chill/hypothermia</p>	People, boats	<p>2x5 10</p>	<ul style="list-style-type: none"> Coaches to refer to 5-day forecast in clubhouse and link on website Display and regularly publicize club rules Coaches to plan ahead in light of likely conditions 	<p>1x5 5</p>	CWSA / coaches	Weekly
6.2	<p>Cold/Frost Capsize/swamping Injury/chill/hypothermia</p>	People, boats	<p>2x5 10</p>	<ul style="list-style-type: none"> Wear appropriate clothing for conditions Spond updated to reflect the correct clothing to wear Some spare clothing available in the boathouse Heaters in the club house for cold days Towels are available in the boathouse 	<p>1x5</p>	CWSA	Daily

6.3	Thunder Storm Injury	People, boats	2x4 8	<ul style="list-style-type: none"> Cancel rowing if there is danger of imminent thunderstorms Stop rowing and return to clubhouse if an unexpected thunderstorm occurs 	1x3 3	CWSA	Daily
6.4	Bright sun and high temperature Sunburn, sun stroke, dehydration	People, boats	3x4 12	<ul style="list-style-type: none"> Wear sunglasses and sunscreen Coaches to watch for signs of sunstroke stroke Rowers to take water on outings 	2x3 6	Coaches	Daily
6.5	Mist/fog Collision, grounding	People, boats	3x4 12	<ul style="list-style-type: none"> No rowing if far bank can not be seen Novices/visitors/inexperienced rowers to take extra care 	2x3 6	Coaches	Daily
		People, boats					
7	Boat Handling Off the Water						
7.1	Lifting, carrying, launching Falls, slips, trips, musculo-skeletal injury Damage to boat	People, boats	4x3	<ul style="list-style-type: none"> Have sufficient people assist in handling the boat Obey lifting instructions Training for novices 	2x3 6	Coaches Club captains Parent Helpers	Daily / training when required
7.2	Trestles Trapped fingers Collapse	People, boats	3x3 9	<ul style="list-style-type: none"> Check and repair trestles Ensure that boats in use have sufficient trestles 	2x3 6	AML Coaches Club Captains	Daily

7.3	Carrying blades Impact injury Loss/damage	People, boats	2x2 4	<ul style="list-style-type: none"> • Keep good lookout • Check when carrying and fitting • Blades starred against the fence to keep them out of the way of boats been carried 	1x2 3	Rower as individual	Daily
8	Coxing						
8.1	Inexperienced coxes and steer persons collision, capsizing, injury and damage to boats	People , boats	4x4 16	<ul style="list-style-type: none"> • Training and assessment for coxes and steer persons • Novice trainees to be supervised 	2x3 6	CWSA / Lead coach	Daily / training when required
8.2	Life jackets Failure to inflate Drowning	People ,	2x5 10	<ul style="list-style-type: none"> • Regular checks that lifejackets are fit for purpose • Prevent cox going in a boat without life jacket • Manual inflation life jacket in front loaders 	1x5 5	CWSA / squad lead coach / cox as individual	Monthly / Daily
8.3	Lack of appropriate clothing Chill/hypothermia, drowning	People , boats	4x4 16	<ul style="list-style-type: none"> • Extra care on warm clothing in cold conditions • Shoes not welly boots • Hot Water bottles are available in the boathouse 	2x2 16	Cox as individual	Daily
8.4	Equipment failure Cox box failure – crew unable to respond to directions – risk of collision, damage, grounding	People , boats	3x4 12	<ul style="list-style-type: none"> • Check equipment and re-charge regularly • Cox to check working and charged before each outing • Any issues to be reported 	2x3 6	AML Coaches Captains	Daily

				<ul style="list-style-type: none"> to coaches Coaches to inform AML of any issues that need to be investigated. 			
9	Rowing on the water						
9.1	Not following rules of the river Risk of collision, capsize, injury, damage to boat	People, boats	2x4 8	<ul style="list-style-type: none"> Local safety rules and Tyne code on display in clubhouse and on website Training for new rowers Regular reminders to all rowers Keep good lookout 	1x4 4	CWSA / Rower as individual	Training when required / Daily
9.2	Interaction with non-powered river users (incl canoeists, paddle boarders, open water swimmers) Risk of collision due to unexpected movements or speed	People, boats	3x4 12	<ul style="list-style-type: none"> Respect their right to use the river Slow down if necessary Remain polite Be vigilant if swimmers are in the river 	2x3 6	Rower as individual	Daily
9.3	Collision with weir Collision, currents and eddies	People, boats	3x3 9	<ul style="list-style-type: none"> Avoid turning close to bridges Take particular note of direction of current strength and wind conditions Bank side observer to be vigilant to boats approaching turning zone. Pupils always back down 	2x3 6	Rower as individual / CWSA	Daily

				to the landing stage. This allows pupils to put in a stroke if required.			
9.4	Collision with posts, buoys, jetties Collision, capsize, damage to boat/blades	People, boats	3x3 9	<ul style="list-style-type: none"> • Draw attention to safety map on display • Keep a good lookout • Watch current close to obstacles and structures 	2x2 4	CWSA / rower as individual rower / cox as individual	Daily
9.5	Lack of liquid Dehydration, infection from river water	People, boats	2x4 8	<ul style="list-style-type: none"> • Take bottle in the boat • Screw top bottle or similar to prevent contamination with river water and mud. • Modify session if the heat is excessive - allow plenty of breaks 	1x3 3	Rower as individual	Daily
9.6	Lack of buoyancy Swamping, Damage to boat Injury, drowning of crew	People, boats	2x5 10	<ul style="list-style-type: none"> • Regular inspection • Check hatch covers before every outing • Any specific issues need to be reported to coaches and AML. • Boats not to be used will be clearly signed. 	1x5 5	Coaches AML	Daily
9.7	Gates come undone Capsize, drowning, hypothermia	People, boats	2x5 10	<ul style="list-style-type: none"> • Check securely tightened • Check top nut • Coaches to reinforce the importance of this check. • Coaches to circulate all boats and check while boats are being prepared to be taken out. 	1x5 5	Coaches	Daily

9.8	Blades Loss, breakage, capsize	People, boats	2x4 8	<ul style="list-style-type: none"> • Check novices have fixed blades correctly in boat • Check collars are tight • Check for damage 	1x4 4	lead coach / rower as individual	Daily
9.9	Communication with land based personnel	People, boats	3x5 15	<ul style="list-style-type: none"> • Coaches are required personnel have a mobile phone on them during water based activity • Check at the beginning of each session that everyone has shared telephone numbers 	2x3 6	CWSA / coach / rower as individual	Daily
10	Extra Care for Beginners						
10.1	Cannot swim Risk of drowning	People	3x5 15	<ul style="list-style-type: none"> • Anyone who has not completed a satisfactory swim test to wear life jacket 	1x5 5	Rower as individual / lead coach	Daily
10.2	Poor or inadequate instruction leading to unsafe behaviour, Risk of injury	People	2x3 6	<ul style="list-style-type: none"> • A minimum of 1 Qualified L2 coach present • No L2 coach then the session will be a dry land session. • Prepare clear training plan for the exercise • Brief thoroughly - use whiteboards to brief rowers of the sessions. 	1x3 3	lead coach	Daily
10.3	Novice rowers unfamiliar with river Risk of injury and	People, boats	3x5 15	<ul style="list-style-type: none"> • Experienced rowers / coaches to be present on water with novices 	2x3 6	CWSA / Lead coach	Daily

	damage to equipment			<ul style="list-style-type: none">• Novice rowers advised not to row in adverse weather conditions			
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