

# YORK CITY ROWING CLUB

## TIME TRIAL SAFETY PLAN

This plan is made available to all participating clubs and is posted online at [www.ycrc.co.uk](http://www.ycrc.co.uk).

### COVID-19 arrangements

The event will be run in accordance with British Rowing's Coronavirus Advice - Returning to Rowing version 6 - 26th August, 2020 and Canal & River Trust COVID-19 Risk Assessment Public Protocol - Public Spaces - updated 21st August.

The COVID - 19 officer for this event is Chris Polack - telephone 07851 019274

Contact details will be held by the COVID-19 officer for all participants and volunteers for 21 days. Contact details may be shared, if requested, with the NHS test and trace organisation.

Anyone who:

- has COVID-19 symptoms;
- has been advised to self isolate;
- has returned from a country on the quarantine list;
- is in a household with someone who has developed symptoms;
- has tested positive;

will be instructed not to attend the event.

Anyone developing symptoms on the day will be instructed to leave immediately, with all members of their household, and to inform the COVID-19 officer.

Anyone who develops symptoms within 7 days of the event, or is in a household with someone who develops symptoms within 7 days of the event, should inform the COVID-19 officer.

The event may be cancelled at any time if Government/British Rowing/Canal & River Trust/York City Rowing Club requirements or advice changes.

All equipment used during the event to be cleaned/quarantined immediately after use. This includes, but is not limited to:

- launches;
- loud hailers;
- radios;
- timing equipment;
- empacher numbers.

Club protocols on social distancing and cleaning of boats, blades, other equipment and surfaces or fittings touched is to be followed at all times.

Participants will be given timed boating slots to ensure that the clubs “no more than 12 people at a time on steps and in the building” is observed.

Once on the water boats will remain more than 2 metres apart as a matter of course. Safety launch crews will wear PPE in case there is a requirement to come within 2 metres of a boat or competitor.

Participants to be reminded to:

- bring hand sanitiser;
- wash hands frequently;
- clean mobile ‘phones frequently;
- bring any tools they require and not to lend/borrow tools;

No facilities will be in use upstairs in the boathouse with the exception of 2 toilet cubicles - the signed one way route to be followed to access these.

A shower will be available for emergency use only, access to be controlled by the event co-ordinator.

Participants to be instructed to arrive in kit, and upon returning home, to immediately shower and wash all their kit.

## **1. THE COURSE**

The start is at Maddies and the finish on West Esplanade (Regatta Finish).

Prior to the event York City Cruises, users of York Marina, and members of the York Motor Yacht Club and York and District Amalgamation of Anglers are informed in writing of the location and timing of the event.

Prior to the commencement of the event the course is inspected for debris or submerged hazards, any hazards are cleared or buoyed off. The Start Marshals notify the nearest launch of any debris coming onto the course during the start marshalling procedures to have it cleared away

## **2. DECISION MAKING PROCESS FOR INCLEMENT CONDITIONS**

In view of the fact that the event takes place during the early autumn when there is a chance of floods and poor weather in the area, the organisers have developed a system for monitoring these conditions for the overall benefit and safety of the competitors.

a) **FLOODS** - The organisers are in communication with the local Environment Agency who

operate a monitoring system for the River Ouse and its tributaries. They are able to advise and predict the height of the river along the course for the day and duration of the race.

Long-standing members of York City Rowing Club with local river knowledge, rowing experience and a good understanding of the event, besides the Leeds Meteorological Office for weather prediction, are consulted before the organisers decide on the appropriate action to be taken.

**b) INCLEMENT WEATHER** - Local weather forecasts are consulted in the days leading up to the event to ascertain any need to advise competitors of potential difficulties.

**c) ELECTRICAL STORMS (Lightning)** - The organisers will monitor the forecasts and current weather conditions for electrical activity and either cancel the event or notify the competitors of the possibility of a thunderstorm. If thunder is heard within 30 seconds of a flash of lightning, the organisers will assess the risk with a view to stopping the event. Restarting the event will be after 30 minutes from the last clap of thunder. The umpires instructions give clear guidance for the procedures to be adopted if a thunderstorm is in the vicinity.

**d) MECHANISM OF COMMUNICATION** - Entrants will be advised in the most practical timescale of any adjustments or cancellations. These will take the form of:-

- i) Advising of potential problems when confirming entries and requesting competitors to check a website or phone a given number during the Friday evening prior to the competition.
- ii) Via club website and social media channels..
- iii) In extreme cases of sudden difficulty, withholding racing numbers of affected crews, thereby preventing embarkation.

### **3. RULES APPLYING TO THIS EVENT**

- a) The event is run in accordance with British Rowing's Row Safe.
- b) Local rules are available on the York City Rowing Club website in advance.
- c) Foss and Ouse Bye Laws apply only in a general way and are not published for competitors.

### **4. COMMUNICATIONS**

**a) MOBILE RADIOS** - Communication between monitors, safety launches, start, finish and control is by specifically tuned radios. Use of radios will be in accordance with Row Safe procedure. 'Mayday' will be used in emergency and 'Pan Pan' for urgent situations (non-life threatening)

**b) MOBILE TELEPHONES** – Are used as a backup and the appropriate numbers installed prior to the competition.

**c) EVENT CONTROLLER** is appointed to overhear all communications and is the person responsible for coordinating any action which needs to be taken in the event of accident or

emergency. If conditions limit the distance for communication such that the coordinator cannot contact all stations, they will instruct one of the stations to act as a relay.

#### **d) TELEPHONES**

- i) The Event Controller has the use of a mobile telephone which can be used to contact emergency services in the event of emergency.
- ii) York City Rowing Club has a public telephone situated outside the bar - Number 01904 623959.
- iii) Public telephone box on main road near Maddies Landing.
- iv) RAC /emergency telephone at Northern Bypass Road Bridge.

#### **e) OTHER TELEPHONE NUMBERS**

- i) EMERGENCY - 999 or 112  
WATER RESCUE UNIT launched from King's Staithe, York - 999, or 112
- ii) Ambulance Headquarters - 01904 666000.
- iii) Fire Brigade Headquarters - 01904 616100.
- iv) Police Headquarters, Fulford Road, York YO1 4BY - 01904 618691 or 101 ( non-emergency)
- v) York District Hospital, Wigginton Road, York, YO3 7HE. - 01904 631313.
- vi) Head Secretary Chris Polack, Mobile 07851 019274.
- vii) Event Safety Adviser, Andy Wilkinson, Mobile 07753 604469.
- viii) Event Medical Adviser North East Medical Services
- ix) Yorkshire Rowing Council, Region Safety Advisor: Howard Holmes, Mobile 07968 524149
- x) Canal and Rivers Trust, Ferns Wharfe, Neptune Street, Leeds LS9 8PB - 0800 4799947
- xi) National Electricity Grid, emergency no. 0800 404090
- xii) Rail Authority - 01904 644252
- xiii) NEDL - 0800 668877
- xiv) City Cruises York - 01904 628324

## **5. MEDICAL AND FIRST AID**

**a) WARM AREAS** – A warm shower will be available in York City Rowing Club.

**b) HOSPITAL** - All accident and emergencies are taken to York District Hospital, Wigginton Road, York.

**c) Defibrillator** - mounted outside boathouse, follow instructions on the box for use.

There will not be a dedicated event medical team.

## 6. EMERGENCY ACTION PLANS

IN THE EVENT OF AN ACCIDENT THE EVENT CONTROLLER WILL RECEIVE ALL REQUESTS FOR, AND MAKE THE DECISIONS AS TO THE LEVEL OF, EMERGENCY RESPONSE REQUIRED i.e. USE OF SAFETY LAUNCHES, NEED FOR EMERGENCY SERVICES. THE COORDINATOR WILL HAVE RADIO AND MOBILE TELEPHONE.

## 7. COMMUNICATION.

**a) INCIDENTS ON THE WATER** - In the event of competitors being injured, capsizing or becoming ill whilst rowing the quickest way of rescue and access to emergency service is by safety launch. Although there are several access points from the main road ( A19 ) safety launches can transport competitors to meet the emergency services at the following points :-

- i) St. Peter's School Landing Stage.
- ii) York St. John University BC Landing Stage
- iii) York City RC Landing Stage
- iv) Riverbank beside Waterworks/RSPCA on Landing Lane

There are also two locations between St Peter's School Landing and the start where access is available to the river on foot and a short distance from the road; if necessary these locations will be used to aid any crews or safety launches. They are:

- i) Maddies Landing (access from A19 Clifton Without allotments); and
- ii) Clifton Bend (access from footpath from Clifton Bridge)

In addition, an air ambulance helicopter may land on the playing fields at St Peters School (SE 593524) and the fields around Maddies Landing (SE 577541).

**b) INCIDENTS ON LAND** - Land activity will be limited to the vicinity of the start and the York City boat house, West Esplanade. At all these points there is radio communication to summon help from the Emergency Services through the Event Coordinator.

**c) SAFETY LAUNCHES** - There are 2 safety launches, each with two crew. Their responsibility is:

- i) To patrol the river whilst competitors are making their way to the start. This includes the marshalling area where congestion can cause accidents.
- ii) To ensure that the course is clear for the time trial to proceed.
- iii) To be positioned along the course where quick response can be made to any part of the course.
- iv) To make contact with any river traffic intending to travel along any part of the course, to request that they wait until the time trial is finished before travelling on the course. Loudhailers and radios are provided.
- v) To warn officials and crews of any dangers whilst the time trial is in progress e.g. any boats / launches refusing to wait until the time trial is finished before traveling on the course.
- vi) To sweep the course at the end of each division to ensure all competitors have completed safely.

Each safety launch is fitted with a propeller guard and a kill cord, and carries a Launch Rescue Kit containing throw bag, thermal blankets, knife, whistle and first aid kit. A loudhailer and radio communication is also provided for each launch. The crews of the launches are experienced in launch control, and will wear life jackets and the driver will have the kill cord attached. The driver of each launch will be a RYA level 2 powerboat driver or considered sufficiently experienced by the Safety Launch Co-ordinator.

Launch drivers will wear PPE and have spare PPE for casualties.

## **8. EVENT CONTROLLER**

A Event Controller is situated at York City Boat House with radio communication. The Controller has contact with the Chief Start Marshall, the Safety Launches and York City Rowing Club. The duties of the Event Controller are to instruct the starter when it is safe to start the race, summon safety launches in the event of an accident, halt racing if a situation demands it and implement the Emergency Action Plan if required.

All officials and volunteers to be familiar with this Safety Plan and Time Trial Instructions. Clothing and footwear must be appropriate for the role and weather conditions. Race officials will not consume alcohol until such time as their duties are complete.

## **CLUBS' AND PARTICIPANTS' GENERAL RESPONSIBILITIES**

### **1) EQUIPMENT**

ALL CLUBS MUST ensure that the equipment being used by its members is in good condition and suitable for the conditions. This is not only for racing, but at all times for training or recreation. Marshals will be making random checks on boats looking in particular at :-

- a) Heel restraints, bow balls, buoyancy compartments/canvasses, rudder lines and the general security of fixings.
- b) Any boat that is considered not to fulfil the minimum standards will not be allowed to race.

### **2) ABILITY TO SWIM**

Clubs must ensure that its rowing members are able to swim at least 50 metres clothed as part of its procedure for election.

**3) CAPSIZE PROCEDURE** - As part of its safety training clubs should advise its rowing members to hold on to the boat in the event of a capsize where it is safe to do so and await assistance.

**4) COXSWAINS** - Clubs must be aware that it is highly irresponsible to place an inexperienced coxswain with a crew of inexperienced novices. This can lead to dangerous situations not only for the crew, but also other competitors.

**5) CLOTHING** - Clubs must ensure that ALL competitors are suitably dressed for wet and cold conditions that can be encountered at the time of the York Autumn Sculls. Marshals and Monitors are instructed to assess ALL crews going upstream and if necessary, depending on conditions turn back those who may be at risk from cold or wet conditions, because of inadequate clothing protection, particularly whilst waiting at the start.

**6) CLUBS MUST ALSO ENSURE THAT ALL COXSWAINS :-**

- a) Are suitably dressed for the cold/wet conditions that can prevail at the time of the Autumn Sculls.
- b) Wear on top of their clothing (have checked and know how to operate) a lifejacket conforming to relevant national EN standard and carry CE mark of approval.
- c) In front (bow) loader boats, only use manually operated life jackets.
- d) Know of the safety procedures, time trial instructions and potential hazards on the course.
- e) Coxes in stern coxed boats are required to wear a face covering and eye protection in line with current British Rowing COVID guidance.

**7) KNOWLEDGE OF THE TIME TRIAL INSTRUCTIONS, SAFETY PROCEDURES AND POTENTIAL HAZARDS** - It is not only the coxswain or steers person who must be conversant with the above, the whole crew must be aware of the instructions etc. and be prepared to put them into practice.

**8) CONSIDERATION OF OTHER PARTICIPANTS** - Dangerous situations, damage to equipment and injuries can occur through thoughtless acts. Every year there are several complaints about a crew's chances of winning being ruined when other competitors have deliberately not given way the racing line, barked, steered across etc. There have also been examples of crews having finished the race and when returning to the landing stages have impeded racing crews through ineptness and lack of concern for others. There are however instances each year when dangerous situations have been avoided through warnings being shouted by competitors to other crews, particularly in coxless craft.

**9) CONSIDERATION TO OTHER PEOPLE** – When handling boats to/from the trailer, care must be taken to ensure passers-by are not injured, the cox or responsible person should give instruction to the handlers so as to avoid any accidents. Every effort must be made to keep walkways and cycle paths clear during the handling of boats off the water. The river is not closed to normal river traffic.

Motor craft may use horn signals to alert competitors

One short blast	The signal made by a vessel intending to turn to the starboard.
Two blasts	The signal made by a vessel intending to turn to the port.
Three blasts	The signal made by a vessel running engines in reverse.

- Crews must not stop under bridges
- Whilst not competing all competitors to be mindful of current government guidance around social gatherings, obey the rule of 6

**10) IF AN ACCIDENT OCCURS** - Participants must help in the case where an accident occurs by :-

- a) Stopping to give assistance where there is someone in difficulty in the water, unconscious, or in danger of being run down by oncoming crews.
- b) sending a following crew downstream to alert the next safety launch:
- c) Being aware that the emergency services have easier access to the “Minster“ (North) bank via the A19 and where possible make for that bank.

## **11) OTHER POSSIBLE HAZARDS**

Waterborne Diseases - Leptospirosis, Bugs or Blooms, Algae, Bio Hazards.

Keep water and skin contact to minimum, remove contaminated clothing and wash contacted skin areas. If in doubt seek first aid attention.

Footwear - Due to the event taking place in public areas, it is strongly advised that suitable footwear should be worn to avoid an accident.

All competitors must be familiar with the Time Trial instruction, safety plan and any potential hazards and be able to act upon them.

Version 2

Date 20th September, 2020