



(Est. 1860)

DURHAM AMATEUR ROWING CLUB

City Boathouse, Green Lane, Old Elvet, Durham DH1 3JU

Durham LDS & Autumn Small Boats Head Safety Plan

1.0 Introduction

This document outlines the safety arrangements for Durham Small Boats Head and any other processional race held on the River Wear organised by Durham Amateur Rowing Club. These events are run in accordance with the British Rowing Row Safe and the British Rowing Rules of Racing.

1.1 Scope

Durham Small Boats Head and any other processional race on the River Wear organised by Durham Amateur Rowing Club takes place in full knowledge of British Rowing, Durham County Council, Durham Constabulary, County Durham Fire and Ambulance Services and other organisations deemed appropriate as notified by the Durham ARC Regatta Committee.

1.2 Violation of the Safety Plan

Any violation of any aspect of this safety plan should be notified to Control immediately who will notify the Safety Adviser and committee.

1.3 Content

This document contains the following:

Hazards and Risk Assessment	}	Section 2 – Safety Plan
Responsibilities		
Emergency Procedures		
Competitors Safety Information	}	Section 3 – Issued to competitors
Course Maps		
Contact Details and Officials		

1.4 Amendment Register

Issue	Date	Author	Reason	Review due by
1	2003	TP Belsey	Original	01/01/05
2	01/01/05	ME Bell	Review & Revision	01/01/06
3	10/12/05	ME Bell	Review & Revision	01/01/07
4	15/12/11	H Adair	Review & Revision	01/01/12

5	12/01/13	WJC Grant	Review & Revision	01/01/14
6	18/10/13	WJG Grant	Draft	18/10/14
7	05/12/13	P Sowerby	Review & Revision	01/01/15
8	05/12/14	P Sowerby	Review & Revision	01/01/16
9	07/12/15	P Sowerby	Review & Revision	01/01/17
10	27/01/16	MG Bell	Review & Revision	01/01/17
11	12/01/17	MG Bell	Review & Revision	01/12/17

2.0 Safety Plan

The Safety Plan for the event is given in the following section. It includes the hazards and competitors risk assessment, the responsibilities for both officials and competitors and the detail of the emergency procedures.

2.1 Hazards and Risk Assessment

Risk Assessment Hazards on the Water					
Hazard	Initial Risk	Consequence	Prevention	Mitigation	Final Risk
Inclement weather including: <ul style="list-style-type: none"> • Excessive flooding • High winds • Poor visibility • Extreme temperature • Lightning 	High	Boat capsize, hypothermia	All boats comply with Row Safe – swamping should not lead to capsize. Competitors reminded to dress appropriate to weather and not allowed to boat if inappropriately dressed.	Assessment of conditions is performed prior to the event (for example, flood height) and if conditions are judged to be unacceptable, the event will be cancelled. In the event of deterioration during event, safety committee reserve the right to suspend/ cancel the event. At least one double manned safety boat ensure that capsized crews can be rescued for the duration of racing. British Rowing Lightning code applied.	Low
Elvet Bridge	High	Collision, boat damage, capsize, injury	Competitors information clearly states which arch to use. Umpire at bridge will direct crews to prevent “stacking”. Novice crews must have experienced coxswain.	Manned safety boat at Elvet bridge aids bridge umpire and will rescue any capsized persons to first aid as appropriate.	Low
Collision with other competitors	Medium	Boat damage, injury, capsize	Competitors instructions state that crews being overtaken must give way to faster crews by moving into the middle of the river.	Umpires and marshals stationed every 400m with megaphones will warn crews and instruct them to move as appropriate. At least one double manned safety boat stationed on the course to rescue crews as appropriate.	Low

Risk Assessment Hazards on the Water					
Hazard	Initial Risk	Consequence	Prevention	Mitigation	Final Risk
Collision with banks, debris, other river traffic	Medium	Boat damage, injury, capsize	Competitors instructions provides a map of course and known obstacles. Novice crews must have experienced coxswain. River closed to other traffic during event. All large debris removed or suitably marked with buoys.	Umpires and marshals stationed every 400m with megaphones will warn crews and instruct them to move as appropriate. At least one double manned safety boat on course to rescue/ assist crews.	Low
Boat Capsize / competitor in water	Medium	Competitors stuck in boat, drowning, stranded in water – shock & hypothermia	Boats comply with Row Safe to allow exit from boat (heel restrains). Scullers completed capsize drills.	At least one double manned safety boat stationed on the course to rescue crews as appropriate. Radio contact with start/finish/control means race can be stopped if required. First Aid in attendance.	Low
SHALLOWS Upstream of finish	Low	grounding	Competitors instructions provides a map of course and known obstacles.	Number of Finish Marshalls increased from 2 to 4; marshals to warn crews and keep them moving Downstream traffic (next Division) to be controlled	Low
Sudden illness/ injury/ medical emergency	Low	Capsize, stranded boat, medical treatment required	Competitors instructions state all competitors must be fit and well to take part. Landing stage marshal can prevent under-dressed crews or those looking ill from boating.	At least one double manned safety boat stationed on the course to rescue crews as appropriate. Radio contact with start/finish/control means race can be stopped if required. First Aid in attendance	Low

Risk Assessment Hazards on the Water					
Hazard	Initial Risk	Consequence	Prevention	Mitigation	Final Risk
Malicious attack (e.g. stone/snowball throwing)	Low	Damage to boat, injury, possible capsize	Marshals stationed every 400m will act to prevent such actions.	At least one double manned safety boat stationed on the course to rescue crews as appropriate. Police contacted by control if trouble makers persist and racing can be suspended/ stopped if required.	Low

Risk Assessment Hazards on Land					
Hazard	Initial Risk	Consequence	Prevention	Mitigation	Final Risk
Injury to spectators due to bicycle riders/coaches	Medium	Injury	All bicycles above Baths Bridge to remain on Pelaw Wood side of the river (as notified in competitors instructions). Cycling not allowed between Brown's boat house (Chase) and Count's House.	Marshals will warn any dangerous riders/coaches. First aid cover present.	Low
Injury in trailer park	Medium	Injury, damage to boats	Cars not parked in trailer park. Trailers parked on instruction of car park marshal.	First aid cover present.	Low
Dogs	Medium	Injury	All dogs kept on a lead in trailer park. No dogs allowed in club house.	First aid cover present.	Low

Specific items are listed to provide mitigation against the consequences of hazards at this event. These are included in the competitors instructions (see section 3.0 below) and any breaches or infringements of the British Rowing Rules of Racing, the British Rowing Row Safe or the specific local rules as identified in the competitors instructions (see section 3.0 below) will be dealt with by the disciplinary procedures outlined in the British Rowing Rules of Racing by Durham ARC Regatta Committee.

2.2 Responsibilities

2.2.1 Competitors Responsibilities

See section 3.0.

2.2.2 Officials Responsibilities

The organisers (Durham ARC Regatta Committee) are responsible for ensuring adequate numbers of officials are in place to comply with the safety plan and that the following aspects are adhered to:

1. The start marshals and launch crews will ensure that competitors assemble in accordance with the marshalling plan and are in position 10 minutes before the start of the division. Competitors not below Elvet Bridge or boated from landing stages below Elvet Bridge will be turned back/ prevented from boating.
2. Launch crew are responsible for being in position and in radio 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 posts.
3. Umpires and marshals are responsible for ensuring that crews travelling downstream to the start do so in a safe and orderly fashion and obey the rules of the river.
4. Umpires and marshals are responsible for ensuring that competitors have safe passage during racing, 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.
5. The Umpire downstream of Elvet Bridge is responsible for minimising any risks associated with collisions with other competitors and the Bridge. Specifically, overtaking crews will be given priority on number 1 arch and crews being overtaken instructed to take number 2 arch.
6. The finish marshals will hold crews in a safe and orderly manner until racing has finished and instruct those returning downstream do so in an orderly and safe manner.
7. Landing stage marshals at Durham ARC will co-ordinate boating in accordance with the marshalling plan. They are responsible for checking crews are adequately dressed for the prevalent conditions and may prevent crews boating who are, or appear to be, inadequately dressed or those who are inexperienced or unwell such that they may pose a danger to themselves or other competitors.

2.3 Emergency Procedures

2.3.1 Contact Procedures

- In the event of an incident occurring, contact the nearest Official, Launch or First Aider.
- Officials will be identified by fluorescent bibs or British Rowing Umpire Jackets. All officials are in radio contact.
- There will be two first aiders located at Browns Boathouse, Old Elvet Bridge and two further first aiders located at Durham ARC boathouse.
- Launch/launches will be located at Old Elvet Bridge and/or New Elvet Bridge.

2.3.2 Emergency procedure

- On witnessing an incident, umpires or marshals must call for assistance.
- In all cases, the location of the incident must be clearly stated.
- ON HEARING AN EMERGENCY CALL, ALL THOSE NOT DIRECTLY INVOLVED WITH THE INCIDENT MUST MAINTAIN RADIO SILENCE.
- The nearest umpire/safety launch will determine if it is necessary to suspend racing.
- If s/he decided that racing is to be suspended, s/he must immediately contact the starter and start marshals.
- Umpires and marshals must stop and hold any racing crews prior to the incident until the course is deemed clear by the launch driver and umpire.

2.3.3 Incidents on the Water

- In general, all incidents on the water should be dealt with by the attendance of a safety launch.
- The launch driver will be deemed “in charge” of the incident.
- If the competitor(s) is/are capable of continuing to race, they may be allowed to continue at the discretion of the launch driver.
- If it is necessary, competitors will be taken by launch to a suitably equipped place for recovery.

NOTE: 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.

- Emergency services may be called to the incident. The umpire nearest to the access point will be responsible for clearing access for emergency vehicles.
- The emergency vehicle access points are: Dunelm House, Prince Bishop Shopping Centre car park, Durham City Swimming Baths, Durham ARC boathouse.
- In all cases, the launch in attendance shall inform all officials of the outcome and, if applicable, “clear” the radio silence and announce that racing may recommence.

2.3.4 Incidents on the Bank

- The nearest umpire/marshal/official will call for assistance where necessary and remains “in charge” of the incident.
- If an incident occurs out of sight of an official, contact with the nearest official should be made.
- The emergency services should only be contacted if the incident requires urgent assistance, otherwise the official will contact the first aider and request assistance.

2.3.5 Encroaching vessels

The Prince Bishop River Cruiser will not sail for the duration of the event.

2.3.6 Pre-race Provisions

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

The Assessment Team and safety adviser will review all relevant information and forecasts. In particular:

- The current state of the stream and the water level.
- The Environment Agency forecast of the river level and flow.
- The Local Weather Centre forecast for the date and time of the event.

The Assessment Team will determine any variations to the event, such as:

- Cancellation of the event.
- Limiting the event by experience of competitor or boat size.

In the event of cancellation or serious curtailment of the entry, the Durham ARC Regatta Committee will communicate this information to competing clubs as soon as practicable.

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

2.3.7 Ongoing Assessment

The conditions will be continually assessed by the Assessment Team throughout the event. It may be necessary to impose restrictions as detailed in section 2.3.6 above if conditions deteriorate throughout the event.

Specifically, in the event of lightning, the British Rowing policy on Lightning shall be used:

- At first instance of thunder or lightning, racing should be suspended and competitors marshalled to the safety of landing stages.
- The 30 minute rule will be applied before re-commencement of racing can take place.

3.0 Competitors Instructions

Please Read Carefully

This race will be held under the British Rowing Rules of Racing, Guide to Safe Practice in Rowing, Local Rules, information published on the event poster, Marshals instructions and any other instructions issued by the Race Committee. Please read these Competitors Instructions carefully. Any serious transgression of these Instructions may result in disqualification by the Race Committee.

SAFETY

It is the competing clubs' responsibility to ensure that all of their crews, scullers, coaches and those charged with the welfare of those racing have read and understood the following instructions. Captains and coaches must ensure that only competent crews have been entered and that their crews are properly prepared for the race. All Coxes must be sufficiently competent and inexperienced crews should have experienced coxes.

Captains should ensure that their crews follow the standards for safety set out in the British Rowing Guide to Good Practice in Rowing. That all equipment is safe and secure in particular bow balls and heel restraints. All coxes must wear a PFA (personal flotation device) on top of other garments as must any competitor who cannot demonstrate the ability to meet the swimming standard or if they suffer from any medical condition, which means they could become unconscious or immobile.

Coxes, crews and scullers should all be suitably dressed for the weather conditions, it can be very cold and boats could be on the water for up to two hours. ***Hypothermia is a real danger*** so hats, gloves and other warm clothing are essential. Any competitor without sufficient kit or safety equipment will be returned to the nearest landing stage and may be disqualified as per the British Rowing Rules of Racing.

The Committee does not accept any liability for crews or their equipment.

ACCESS AND PARKING

Most crews will be boating from Durham ARC and boating times (for all boats) will be published on the final draw.

Trailers

Trailers should be taken down Green Lane and parked in the club car park unless otherwise directed. There should be no towing vehicles or cars in the car park as all the space is required for trailers and rigging boats.

Cars

All cars should be parked on the unmade-up road adjacent to Green Lane. **Please note the University Parking Regulations do not apply on Race days so you may ignore the signs.** There is further parking beyond the boat house, through the gate on the grass but please do not park close to the finish line as the finish officials need a clear view down the river at all times.

REGISTRATION AND RACE NUMBERS

Race Control will be in the club office, on your right as you enter the club house. Please collect your race number from here, there will be both plastic numbers for the boat as well as a paper number for bow's racing kit.

REMEMBER if your number is not visible you will not be timed.

Please return the plastic numbers at the end of the race.

Any crew substitutions or scratchings should be notified to Race Control as early in the day as possible. This is an important safety requirement.

BOATING

Please ensure you comply with the published boating times. These times will be enforced for ALL boats, not just those boating at DARC. This is so all boats arrive at the marshalling area in the correct order, making marshalling easier. Make sure your blades are beside (not on) the steps so you can reach them quickly once your boat is on the water. Boat with the bows upstream. Marshals will be on the landing stage to help you to boat quickly and safely, please listen to their instructions. Move off the landing stage to make any final adjustments to allow the next crew to boat as quickly as possible. There will be random checks of race licences, boats and equipment. It is the competitor's responsibility to ensure they comply.

GETTING TO THE START

The start is approximately 2,000m downstream from the boathouse. Once you have left the landing stage turn when it is safe to do so. You should proceed down the river close to the starboard (bow) (Pelaw Wood) bank in single file. You may overtake a slower crew, assuming that the river is clear, but then move back in. There may be crews coming up the river or joining from other landing stages so do not assume it will be clear. After passing under Baths Bridge and Elvet Road Bridge you need to go through Arch 2 of Elvet Bridge then proceed down to the marshalling area.

MARSHALLING

Please take time to look at the Marshalling Plan so you know roughly where you will be, which side of the river you will be marshalling on and which way the boat should be pointing. Always listen to the Marshals and obey their instructions. Keep your kit on until you are turned and ready to race. As you approach the start keep close to the boat ahead of you.

DURING THE RACE

During the race, you should be prepared to stop and give assistance to any crew or competitor that is in danger and bring to the attention of umpire, marshal, launch crew or other officials any incident occurring.

In the race, crews being overtaken must move over to give the faster boat the best racing line, as a general guide, on the bends the slower crew should move to the outside of the bend and on the straights they should move to the middle of the river. Marshals may impose time penalties on slower crews for failing to clear the racing line. The overtaking crew are responsible for maintaining a safe line whilst overtaking, all crews have a responsibility to avoid a collision and may be penalised if judged to have caused or contributed to a collision. Crews in bow-coxed boats must make their cox aware of any overtaking crew.

Crews should pass through Arch 1 of Elvet Bridge (the widest and with the best line) unless instructed to pass through Arch 2 (need to steer hard as you come out of this arch) by an official. ***DO NOT use either of the other arches, TIME PENALTIES will be awarded to any crew using these arches as they are not safe.***

FINISH

At the finish do not stop, keep paddling light to clear the finish area for the following crews. Continue upstream to disembark once there is space on the landing stage or, for crews who need to go down the course to another boat house, wait until you are told you can turn then wait on the starboard (bow) side bank until the last boat has finished and you are told you can proceed down the course.

TIME PENALTIES & DISQUALIFICATION

Please ensure that you boat on time. Marshals on the landing stages will award time penalties or even turn crews away if they are late.

A 10 second penalty will be imposed for:

Being 10 minutes late to boat

Failure to be at your marshalling station 5 minutes before the advertised race start time

A 20 second penalty will be imposed for:

Being 20 minutes late to boat

Impeding other racing crew/s

Unsportsmanlike behaviour

Failure to follow a race official's instructions

Taking the incorrect arch through Elvet Bridge

In extreme cases you may be disqualified.

CYCLING

Durham ARC remind competitors, spectators and officials that cycling is not permitted between Brown's Boathouse ('The Boat Club') and Count's House and that public access along the riverbank has NOT been closed for this event. Cycling on the bank above Brown's Boathouse can only be on the Pelaw Wood side cycle path. Durham ARC Regatta Committee accept no liability for any competitors, spectators or members of the public injured as a result of a cycling.

REFRESHMENTS

Refreshments will be available throughout the day at DARC boathouse.

TOILETS AND SHOWERS

These are available in DARC boathouse.

RESULTS AND PRIZE GIVING

The results of each division will be made available as soon as possible after each division. They will be posted in the boathouse and put on-line. Prize giving will follow as soon as possible after the end of the fourth division and will take place in the hall.

Figure 1: River Wear Plan

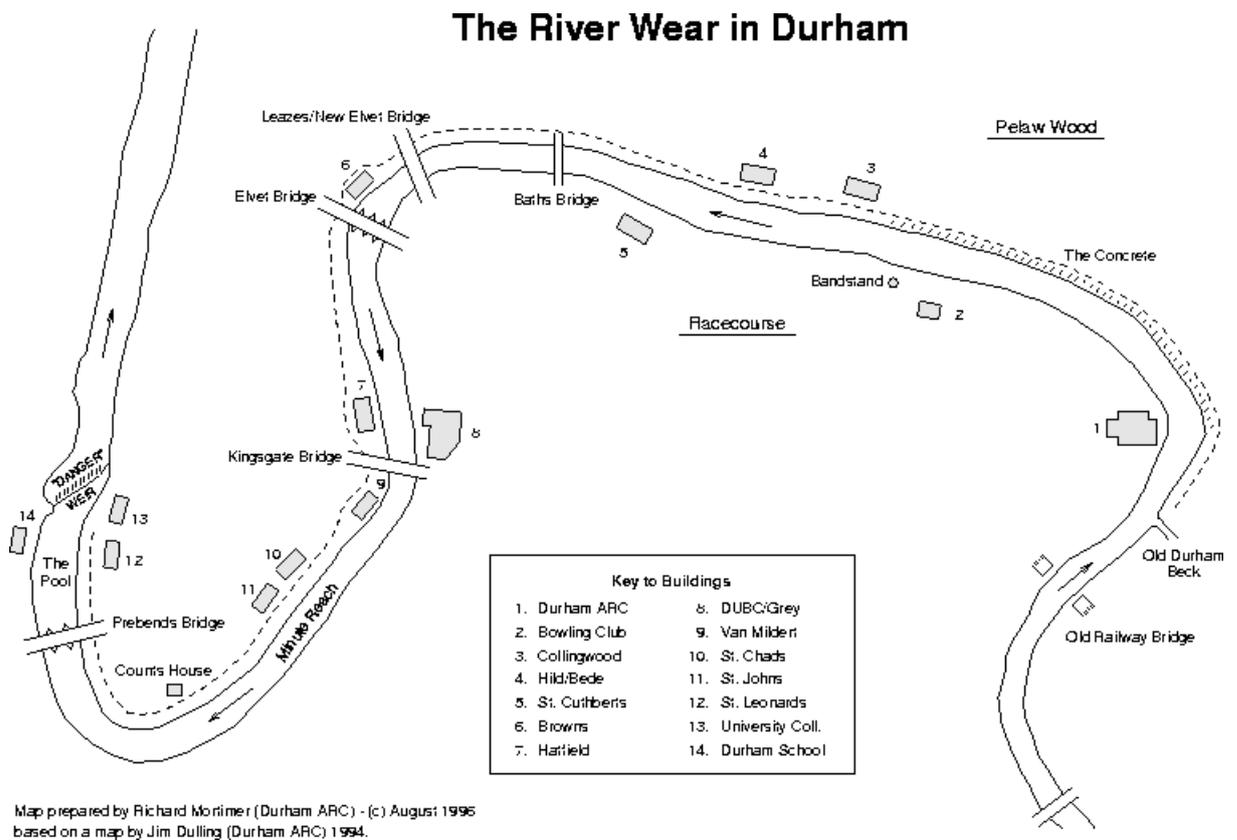


Figure 1: Map of the Wear

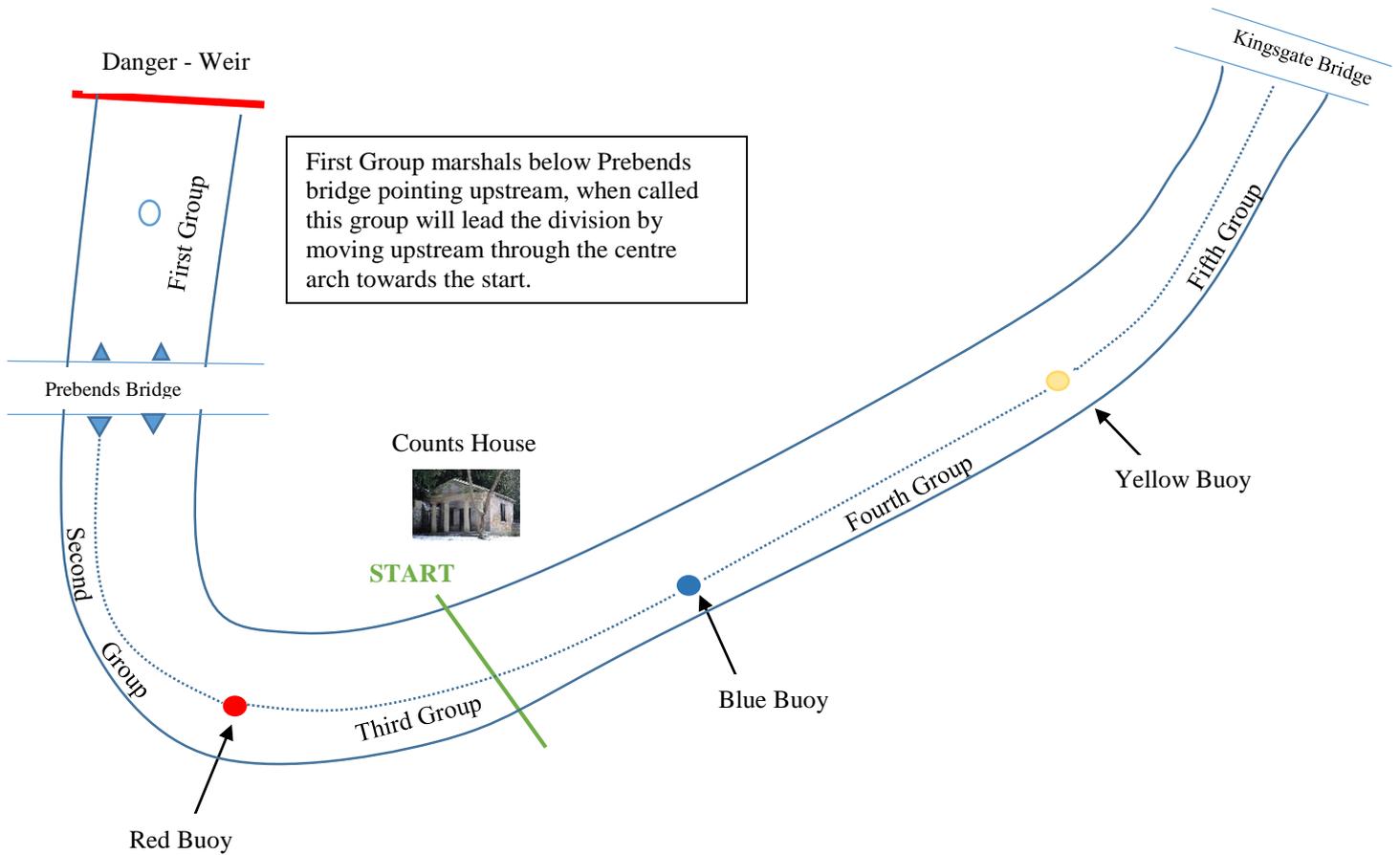
Umpires located at:

- Dunelm House landing stage
- Elvet Bridge (towpath downstream)
- New Elvet Bridge
- Baths Bridge

Marshals located at:

- UCBC/ St Leonard's Boathouse
- Durham School
- Before counts house
- Downstream of St John's BC Boathouse
- Above Finish
- Durham ARC landing stage

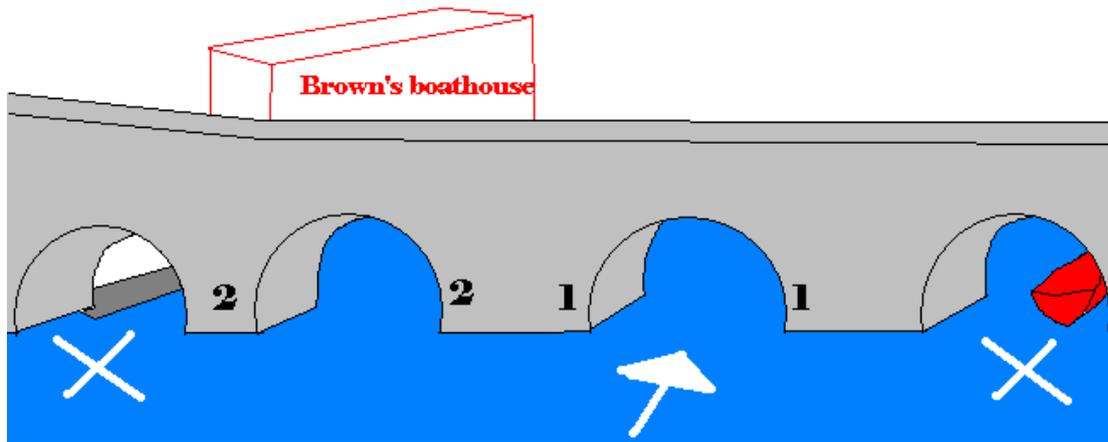
Figure 2: Marshalling Plan



Groups 2 – 5 will marshal between the boys facing downstream (unless instructed otherwise). When called they will move downstream through the left hand arch of Prebends bridge, turning around the white buoy and upstream through the centre arch to proceed to the start.

		Division			
		1	2	3	4
Group	1	Crews 101 to 120	Crews 201 to 220	Crews 301 to 320	Crews 401 to 420
	2	Crews 121 to 140	Crews 221 to 240	Crews 321 to 340	Crews 421 to 440
	3	Crews 141 to 160	Crews 241 to 260	Crews 341 to 360	Crews 441 to 460
	4	Crews 161 to 180	Crews 261 to 280	Crews 361 to 380	Crews 461 to 480
	5	Crews 181 to 200	Crews 281 to 300	Crews 381 to 400	Crews 481 to 500

Figure 3: Elvet Bridge



Elvet bridge is situated approximately half way up the course. There are only TWO arches that crews should use, numbered 1 and 2 as shown above (the diagram is viewed from the perspective of a cox travelling upstream in the race).

Arch number 1 is slightly wider and does not kink in the middle. It provides the best line and is easier to correct if you get it slightly wrong.

If you are instructed by officials, you must take arch number 2. This will require significant corrective steering in order to avoid the landing stage on the far side. This arch is narrower and kinks slightly in the middle, you will need to steer in the middle to get through.

Do not use either of the other arches. The one next to arch 1 often has a moored boat in it which you would hit. The one next to arch 2 does not provide enough space for boats as the landing stage actually goes into the arch. **Time penalties will be awarded against crews using these arches**

3.4 Contact Details and Officials

Race Control:
DARC Boathouse 0191 3866431

Safety Advisor:
Peter Bradley 07710451601

Safety Boats:
Peter Bradley 07710451601

Welfare Officer:
Stephanie Snowball 07761089183

Timing:

Mark Bell 07817223485

Co-ordinating Umpire:
Charly Curtis 07907543637

Durham Police 101

University Hospital of
North Durham 0191 3332333

Ambulance/Fire 999 or 112

Prince Bishops Shopping
Centre 0191 3750416
(access to Brown's Boathouse)