

Safety Plan

The following guidelines for Planning Outings should be observed, unless otherwise authorised by a member of the Captaincy.

All active oarsmen should familiarise themselves with “Rowing on the Tideway - A Code of Practice for rowing on the tidal Thames”

All steers and coaches must have passed the club Steering and Navigation test

It is highly recommended that there is at least one mobile phone (in a waterproof case) on board any craft out on the water.



PRIOR TO GOING AFLOAT

- Coach, cox and each crew member to carry out a personal risk assessment taking into account factors such as water/weather conditions and their personal health condition, as described in the Tideway Code
- Coach, cox and crew members should carry out a safety inspection of the boat - heel restraints, hatches, bow ball, riggers, gates etc – and **correct any issues** found **before going afloat**
- Cox or steers must sign out on the boat log in the boatshop, including an estimated return time
- **Coxes and launch occupants must wear suitable life jackets. The launch driver must use a kill cord**

AFTER THE OUTING

- Cox or steers to sign back in on the boat log in the boatshop
- Crew should wash the boat and blade handles. Always wash hands after outings and before eating. A shower is also recommended, especially if you have become wet or cold during the outing
- If you noticed any damage to the boat, fittings or blades during the outing, fill in the boat repair log and report the damage to the Captaincy

BEFORE YOU LOCK THE BOATSHOP

- Check all entries on the boat log are checked back in
- Are all the boats accounted for (on their racks, or signed out for repairs/regattas)?
- Are all launches back in, have trestles and petrol tanks been stored away?

If YES to all the above, close and padlock the shutter doors, switch off the lights and lock the boatshop door

IF SOME BOATS/CREWS ARE STILL UNACCOUNTED FOR AND OVERDUE

- If it's a coxed and/or coached boat, call the cox or coaches mobile
- Ask around to find out if other crews/coaches have seen them
- Cycle or walk along the bank (in the direction that they set out if known) and see if you can find them
- If you can't locate them on the water, check with the other boathouses

If, having taken the steps above, you are still concerned about the missing crew, especially if weather/water/day light conditions have deteriorated, DO NOT PANIC. Follow the **Emergency Action Plan**

REPORTING INCIDENTS

- In an emergency situation follow the **Emergency Action Plan**
- For minor incidents there are two first aid kits available, one in the kitchen and one in the changing room. These have names and contact details of qualified First Aiders and in the changing room there is also a first aid book available as well as some instructional first aid posters.

All incidents both on and off the water or on land should be reported, especially if they involve damage or injury. Details of water based incidents that should be reported are available on the club website. You should inform the following people of incidents or rowing/training related issues.

- If appropriate, submit a report via the British Rowing online reporting system (for issues with other rowers)
- a member of the Club Captaincy
- the Club Safety Advisor (who will advise if other agencies need to be made aware)
- London VTS (for issues with motor vessels)

Further details and club policies on approved steers, rowing in the dark, use of equipment risk assessment and incident reporting are available on the club website @ www.cygnet-rc.org.uk

EMERGENCY ACTION PLAN – DIAL 999 or 112

Be prepared to give the following information:

Your name and your mobile phone number

The nature of the emergency

the emergency service required:

Coastguard for RNLI river search and rescue

Ambulance for land-based medical emergencies

Police for assault, robbery, vandalism, missing persons

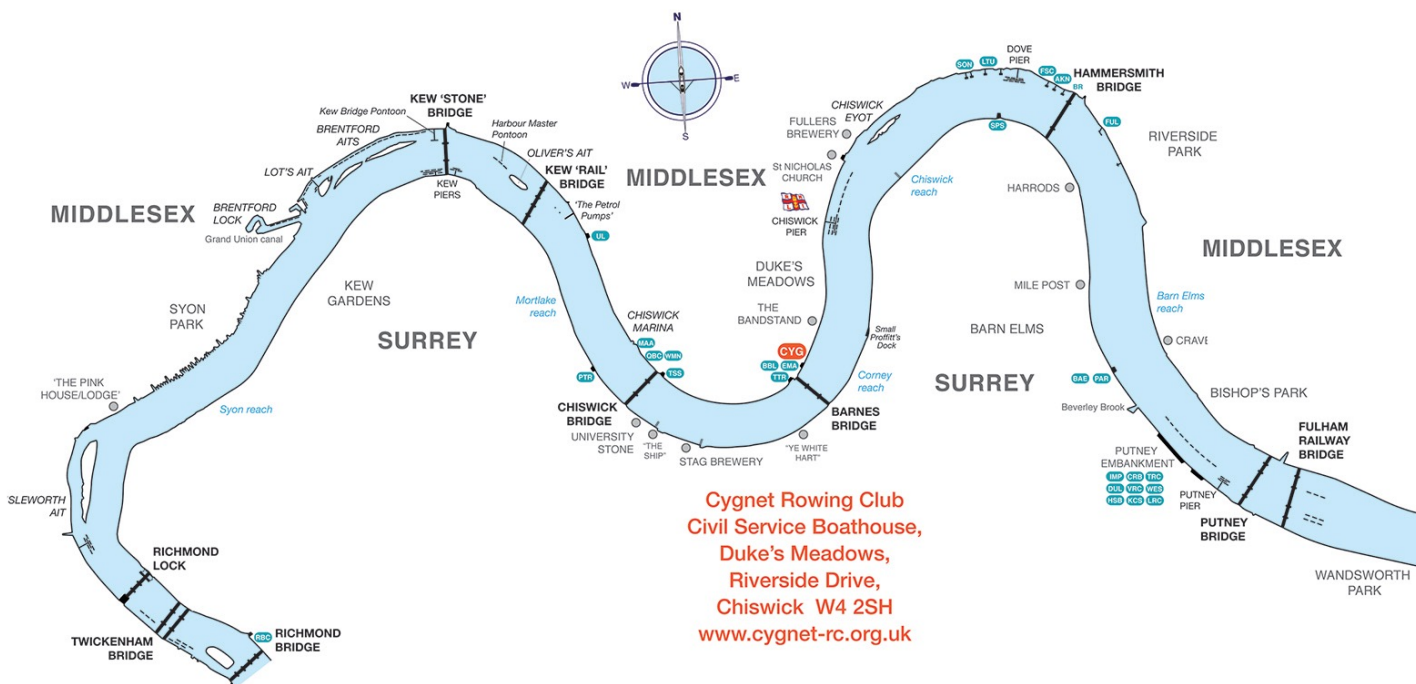
Fire Brigade for fire and traffic accidents

Where the emergency is located (see map) and how to get there by land (if you know)

Our boathouse is located on the North/Middlesex/Chiswick side of the river

For land access/Sat Navs use the postcode **W4 2SX**

For river access reference **Barnes Railway Bridge**



USEFUL CONTACT NUMBERS

Emergency services	Life-threatening situations	999 or 112	See Emergency Action Plan above
Police	Non-emergencies	101	
Port of London Authority	(Harbour Master)	020 8940 0634	Richmond Lock
London Vessel Traffic Services	(motor vessels)	020 8855 0315	
Charring Cross Hospital	A&E	020 3311 1234	Fulham Palace Road, London W6 8RF
West Middlesex Hospital	A&E	020 8560 2121	Twickenham Road, Isleworth, Middlesex TW7 6AF
Club First aiders	Minor injuries	See first aid kits	Located in changing room and kitchen
Club Captain	Jeremy Pugh	07711 058717	
Club Water Safety Advisor	Neil Pickford	07590 675591	

The nearest Public Phone Box is located almost under Barnes Bridge on the other side of the river to the club.

The RNLI are based less than 1 mile down river at Chiswick Pier