

4.2 Safety Auditing

Checking it actually happens

Auditing the level of safe practice and acting on the findings is essential if clubs are to fulfil their duty of care. The ARA Safety Audits are designed to cover the basic aspects of club, competition and training camp safety.

If the ARA Annual Club Safety Audit is to be of benefit to your club and members it must be an accurate statement of your present position and practices. It is intended to highlight points of good practice and progress. It should also include areas that are under consideration to improve safe practice at your club. It is not a test to pass or fail. The information provided will enable your Regional Water Safety Adviser to discuss safety plans with your Club Water Safety Adviser and through the Regional network will facilitate the sharing of ideas and good practice.

Responsibilities

Club

- Ensure that an accurate annual ARA Water Safety Audit is completed and delivered on time to the Regional Water Safety Adviser
- Review the findings of the Club's Water Safety Audit at committee level and implement its recommendations as appropriate

Club Water Safety Adviser

- Conduct an annual ARA Water Safety Audit of the club's activities and ensure a report and recommendations are submitted to the Club committee
- Communicate via ARA communication channels (website, Regional Water Safety Adviser, Regional Rowing Council, Coaching & Development Officers etc), trends, issues, suspensions, etc

Regional Water Safety Adviser

- Review the Club Annual Water Safety Audits submitted and provide feedback where requested or required
- Submit a summary Regional Water Safety Audit to ARA Honorary Water Safety Adviser in a timely manner
- Advise the Regional Rowing Council on a club's non-compliance with regard to its submission of a Water Safety Audit within the required time limit

Regional Rowing Council

- Review its Clubs Annual Water Safety Audit submissions and make recommendations on non-compliance

- Provide feedback on its Clubs Water Safety Audit submissions – trends, issues, suspensions, etc

ARA Water Safety Committee

- Review the Club Annual Water Safety Audit submissions and make recommendations on non-compliance
- Discuss issues arising from the Club Water Safety Audit submissions – trends, issues, suspensions, etc. and make recommendations
- Communicate metrics, trends and issues from the audit to RWSA and Regional Rowing Councils

Minimum standards to be adopted

- Clubs must conduct and submit annually the ARA Club Water Safety Audit within the required time period
- Clubs must ensure that their Water Safety Audit accurately reflects their present position
- Clubs must conduct a Safety Audit on competitions they organise using the ARA's Competition Safety Audit
- Clubs must act on any recommendations or non-compliance issues they or the Regional Water Safety Adviser identify in the Water Safety Audit

Further good practice

(In addition to minimum standards to be adopted)

- Publish the Club's Water Safety Audit to engage its members in safety issues
- Conduct a Safety Audit on the Club's non-rowing activities to ensure these are adequately managed (bar, gym, etc)

Further information

ARA website

- Water Safety Audit checklist