

British Rowing Club Safety Audit 2021/22

Rowing Safety Audit 2021/22 | Club Information

1) Club Name*

() Your Rowing Club Name

2) Name of person authorised by the club to accurately complete this audit*

3) Position in your club*

4) Your email address*

5) Is your club a Non-Rowing club i.e. you do not row at all?*

() Yes

() No

6) Does your club operate under the safety policies and Rowing Safety Adviser of another (host) club? If so, please select the club in the list below.

If your club operates under its own safety policies and Rowing Safety Adviser, please select 'No' from the list below.

*Note: You cannot select your own club.**

() No

() Example Rowing Club Name

7) Do you host any club(s) e.g. Alumni, who operate under your club's safety policy and your Club Rowing Safety Adviser? If so please state the name(s) of these clubs. If not, then please choose 'None of them' from the list.*

Note: If you host more than one club, write down the full club name(s) in the comments box below.

() None of them

() Example Rowing Club Name

8) Do you host any club(s) who do not operate under your safety policies or Club Rowing Safety Adviser. Please state the name(s). If not, then please choose 'None of them' from the list.*

() None of them

() Example Rowing Club Name

Rowing Safety Audit 2021/22 | Club Rowing Safety Adviser Contact Details

9) Please fill in the CRSA's contact details.

*Note: if you are a student these details should be your university term-time details.**

Name: _____

Telephone Number: _____

10) Please enter the email address of the CRSA

*Note: This field must be filled in order to receive a copy of this survey**

11) Is CRSA information on ClubHub? *

☐ Yes

☐ No

☐ To action

Rowing Safety Audit 2021/22 | Alternative / Deputy Club Rowing Safety Adviser Contact Details

12) Please fill in the contact details of your alternative (deputy) CRSA.

*Note: if you are a student these details should be your university term-time details. If you do not have one, please fill in your club secretary contact details.**

Name:

Telephone Number:

Email Address for Immediate Contact:

13) Is Dept CRSA information on ClubHub*

☐ Yes

☐ No

☐ To add

Rowing Safety Audit 2021/22 | Boats & Blades

14) Are the forward port and starboard rigger on all boats, other than single sculls, protected by a backstay?

☐ Yes

☐ No

☐ To Address

15) Where the construction of a boat or its composition is such that the bow presents a hazard in a collision, has the bow been protected with rubber or a similar resilient material that removes the hazard? (The fixing itself must not be a hazard.)*

☐ Yes

☐ To Address

☐ N / A

16) Foot Release. In all boats, the foot stretchers, shoes or other devices holding the feet of the rowers shall be a type which allows the rowers to get clear of the boat with no delay in an emergency.

- Where shoes or other devices holding the feet will remain in the boat, each shoe or device shall be independently restrained such that when the heel reaches the horizontal position the foot will be released from the shoe.

- Where shoes or other devices holding the feet will not remain in the boat, each shoe or device must be able to be released by the rower without using their hands or with a single quick hand action of pulling on one easily accessible strap or release device.

- In addition, where laces, Velcro or similar materials must be opened before the rower can remove their feet from the shoes or other devices, all such materials must be able to be released immediately by the rower with a single quick hand action of pulling on one easily accessible strap.

Does this apply?*

☐ Yes

☐ To Address

17) Are all boats checked before and after outings for buoyancy, heel restraints, bow balls strapping, floats and integrity? Are failures reported and boats not used until issues have been resolved?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Management

18) Does your club review its risk assessments regularly (typically yearly)?

*(Please only tick "Yes" if you have uploaded an up-to-date copy of your Risk Assessment for club activities and your Club Safety Plan to your Google Drive folder)**

☐ Yes

☐ To Address

19) Does your club cover the topics listed in the "RowSafe" guide (where relevant) in your club induction?*

☐ Yes

☐ To Address

20) Does your club ensure the identified risk controls are in place as listed in the "RowSafe" guide?*

☐ Yes

☐ To Address

21) Does your club have a designated Safety Notice Board in a prominent position?*

☐ Yes

☐ To Address

22) Does your club ensure that all new and existing members are made aware of the club safety rules that define what is, and what is not, appropriate behaviour on and off the water?*

☐ Yes

☐ No

☐ To Address

23) Does your club review the findings of the Club's Rowing Safety Audit and implement its recommendations at committee level as appropriate?*

☐ Yes

☐ To Address

24) Does your club have a Safety Policy?

☐ Yes

☐ No

☐ To Address

25) Please upload a copy of your Club Safety Policy

26) Does your club provide training in risk assessment and safe practice?

☐ Yes

☐ No

☐ To Address

27) Do you liaise with all water users/other stakeholders (such as the local sailing/canoe club) to ensure that neither will put the other at risk?

☐ Yes

☐ No

☐ To Address

Rowing Safety Audit 2021/22 | First Aid / Medical

28) Does your club have an Emergency Action Plan (EAP) within the Club Safety Plan which is communicated to all club members?

*(Please only tick "Yes" if you have uploaded an up-to-date copy of your Emergency Action Plan to your Google Drive Folder)**

☐ Yes

☐ To Address

29) Please list the most recent review date of your Emergency Action Plan

30) Does your club keep a record of Club First Aiders and encourage them to maintain their certification?*

☐ Yes

☐ To Address

31) Does your club provide suitable quantities of first aid materials within box(es) clearly identified as "First Aid" which are in easily accessible areas of the club and/or boathouse?*

☐ Yes

☐ To Address

32) Does your club advise members about the risks of sunburn, heat stroke and heat exhaustion, and of local guidance relating to this issue?*

☐ Yes

☐ To Address

33) Does your club provide information on diseases most likely to be encountered by club members, either on their home water or when they visit other venues?*

☐ Yes

☐ To Address

34) Does your club have immediate access to a defibrillator/s?*

	Yes	TBA	N/A
There is one within the club	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
There is an accessible one nearby that can be brought to the club in less than two minutes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do rowers know where other defibrillators are available so that they can be accessed should someone else need one during an outing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rowing Safety Audit 2021/22 | Incidents Procedure

35) Does your club require that all club members are made aware of what constitutes an incident and 'near incident' that needs reporting and that all are aware of how to report them online?*

☐ Yes

☐ To Address

36) Does your club regularly monitor the British Rowing online reporting system to gather information on club incidents and use the statistics to develop safer practices?*

☐ Yes

☐ To Address

37) Does your club keep the members informed of incidents and 'near incidents' at the club and ways in which action must be taken to avoid repetition?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Safety Aids

38) Does your club have written procedures in place for the use of safety aids and ensure that all members understand and follow them?*

☐ Yes

☐ To Address

39) How many life jackets does your club currently own? *

40) How many buoyance aids does your club currently own?

41) Does your club require all coxswains to wear an approved lifejacket or buoyancy aid on top of all other garments when in a boat (note front-loader guidance below)?*

☐ Yes

☐ To Address

42) Does your club require all launch drivers and passengers to wear an approved lifejacket or buoyancy aid on top of all other garments when in a launch?*

☐ Yes

☐ To Address

43) Does your club ensure that, before use, all lifejackets and buoyancy aids:*

	Yes	To Address	N/A
Are checked for wear and tear	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are checked for damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contain an appropriate gas cylinder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a service record in the maintenance log	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have a designated place where they can dry out naturally away from a heat source	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

44) Does your club ensure that all safety aids, particularly throw lines, are readily accessible and stored ready for use where they may be needed in an emergency.?

☐ Yes

☐ To Address

45) Does your club provide training for Safety Aids? Please specify what other Safety Aids your club provides training for, if applicable.

	Yes	To Address	N/A
Throw Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifejackets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifeguard Tubes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Rowing Safety Audit 2021/22 | Steering

46) How many of your coxes and scullers/coxless steers have undertaken a structured steering training session, which has been verified in oral or written form, to determine competence both on and off the water?

47) Does your club row during night hours?

☐ Yes

☐ No

48) Does your club have rules in place on boating in dark/low/poor visibility situations?

☐ Yes

☐ To Address

49) Please list the date for the last time these rules were reviewed

Rowing Safety Audit 2021/22 | Swim and Capsize

50) Does your club manage the risks BEFORE the outing if cold water immersion and hypothermia are assessed as potential issues by instructing participants of the actions to be taken in the event of a capsize (for all boat types)?*

☐ Yes

☐ To Address

51) How does your club determine members' ability to swim?

	Practical	Sign Off	To Address
Juniors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beginners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Seniors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Masters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adaptive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

52) Does your club ensure swimming ability and capsizing training is recorded for each member of the club?*

☐ Yes

☐ To Address

53) Does your club require participants who are unable to demonstrate the minimum swimming standards to wear a life jacket or buoyancy aid, receive training in capsizing procedure and reach a satisfactory level of competence in, for example, a single sculling boat?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Adaptive Rowing

54) Does your club provide Adaptive Rowing?

☐ Yes

☐ No

55) Does your club conduct a risk assessment and produce an action plan for each individual adaptive athlete with input from the Coach and Athlete?*

☐ Yes

☐ To Address

56) Does your club establish and practise procedures for managing incidents, including capsize?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Coastal Rowing

57) Does your club provide Coastal Rowing?

☐ Yes

☐ No

58) Does your club ensure that any additional guidance produced by the West of England Amateur Rowing Association/Hants and Dorset Amateur Rowing Association/Coast Amateur Rowing Association is followed.*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Non-Affiliated Competition

59) Does your club hold Non Affiliated Events e.g. Pubs & Clubs, Private Matches, Ergo Races?

☐ Yes

☐ No

60) Does your club assess and manage the risks prior to, and during, the running of an activity or event?

*(Please only tick "Yes" if you have uploaded an up-to-date copy of your Risk Assessment for competitions and your Competition Safety Plan to your Google Drive folder)**

☐ Yes

☐ To Address

61) Please list the date of the last time your club assessed these risks

Rowing Safety Audit 2021/22 | Indoor Rowing

62) Does your club have indoor rowing machines?

☐ Yes

☐ No

63) Does your club ensure that the machines are safely located and regularly serviced and maintained in good working order as recommended by the manufacturer?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Juniors

64) Does your club have Juniors?

☐ Yes

☐ No

65) Does your club record ALL the information from Juniors as listed in the "RowSafe" guide before allowing any activity to start?*

Note: If you are a school club and the school records all the information from Juniors as listed in "RowSafe" guide, then answer "Yes".

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Launches and Launch Driving

66) Does your club have a Coaching Launch, Safety Launch or Rescue Launch?*

☐ Yes

☐ No

67) How many launches do you have under the following headings (please read the explanations below)?*

Coaching: _____

Rescue: _____

Safety: _____

68) Does your club require all launches to carry a plate stating the maximum weight it can safely support, together with this translated into the number of adults?*

☐ Yes

☐ To Address

69) Does your club require launch drivers to hold, as a minimum, the RYA Level 2 powerboat certificate (appropriate to water conditions; inland; coastal and use:Safety boat) or equivalent certified training?*

☐ Yes

☐ To Address

70) Does your club require launch drivers to understand and follow the rules of the water upon which they are operating and at all times, except in an emergency, adhere to the speed limits in place on that stretch of water?*

☐ Yes

☐ To Address

71) Does your club require launches to carry the equipment as required by the "RowSafe" guide and require that launch drivers must check that the launch is carrying the appropriate emergency equipment before going afloat?*

☐ Yes

☐ To Address

72) If launches are used for safety cover, does your club ensure they have two crew and are fit for purpose?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Touring

73) Does your club provide rowing tours?

☐ Yes

☐ No

74) Does your club ensure that Tour organisers survey the route and produce a plan identifying hazards and accessible landing points for rest stops, emergencies and overnight stowage, and carry out a risk assessment and produce a safety plan incorporating an Emergency Action Plan?*

☐ Yes

☐ To Address

☐ If another club/organisation organises the Tour, please name them:

75) Does your club ensure all tour members are provided with a copy of the tour's safety plan and Emergency Action Plan and carry their British Rowing membership cards as evidence of their competence and third-party cover to show to lock-keepers?*

☐ Yes

☐ To Address

76) Does your club encourage Tourers, before using a waterway with locks, to consult the relevant administering body to determine the rules for passing through locks and follow lock keepers instructions at all times?*

☐ Yes

☐ To Address

77) Does your club ensure Tour organisers have appropriate insurance cover?*

☐ Yes

☐ To Address

78) Does your club ensure crew members declare any medical condition or disability which may affect them during the tour and where needed carry appropriate medication?*

☐ Yes

☐ To Address

Rowing Safety Audit 2021/22 | Training Camp

79) Does your club go on training camp?

☐ Yes

☐ No

80) Does your club ensure the Training Camp Organising Committee addresses the topics raised by the "Row Safe" guide?

*(Please only tick "Yes" if you have uploaded an up-to-date copy of your Risk Assessment for training camps to your Google Drive folder)**

- ☐ Yes
- ☐ To Address

81) Please list when your club's Training Camp Organising Committee addressed topics raised by the RowSafe guide

Rowing Safety Audit 2021/22 | Transport and Trailers

82) Does your club transport boats either on trailers or car roofs?*

- ☐ Yes
- ☐ No

83) Does your club brief and use the British Rowing and Association of Chief Police Officers (ACPO) guidance for the Transport of Oar Propelled Racing Boats?*

- ☐ Yes
- ☐ To Address

84) Does your club ensure that adequate ties, (in good condition), are available?*

- ☐ Yes
- ☐ To Address

85) Does your club require drivers to always carry a passenger to help with navigation, maneuvering, and any emergency which may arise, and to be aware of the dangers of high winds and icy road conditions and consult the weather forecast before setting off?*

- ☐ Yes
- ☐ To Address

86) Does your club ensure that, if towing or using vehicles overseas, any local rules are adhered to (lights, spares, yellow vests, fire extinguishers , triangle, overhang, etc.)?*

- ☐ Yes
- ☐ To Address

87) Does your club require drivers to take breaks for journeys of longer than 2 hrs duration or have a buddy driver accompany them on long journeys and ensure an effective communication system is set up with the club for the journey?

*Note: use of a mobile requires a hands free set.**

- ☐ Yes
- ☐ To Address

() If another club tows your boats, please name the club:

Rowing Safety Audit 2021/22 | Final Section

88) Please use the text box below to add any further comments before finalising your safety audit

Rowing Safety Audit 2021/22 | Thank You!