



# Risk Assessment for Rowing 2024

Tudor Sailing Club, Eastern Road, Portsmouth, PO3 5LY  
(Ref No. ROWING RA2024)  
Date of Risk Assessment: 02 Dec 2023

Completed by: Glenn Jeffery

Date of next Risk Assessment review: Dec 2024 (annually)

Summary of activity: Rowing in Langstone and Chichester Harbours and the coastal Solent

Note: This document is intended to be used in conjunction with the following TSC documents:

- 1. TSC - Rowing Best Practice 2024 (ref no. ROWING BP2024)
- 2. TSC - Rowing Safety Kits 2024 (ref no. ROWING SK2024)

## RESIDUAL RISK SCORE

What are the hazards?	Who might be harmed and how?	What controls are already in place?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Residual risk score	Date completed
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General rowing	<p>Who?</p> <p>Members</p> <p>Guests of members</p> <p>Young rowers</p> <p>Absolute beginners</p> <p>How?</p> <p>Minor Discomfort (First Aid not required) eg: temporary aches and pains, blisters, scratches, bruises.</p> <p>Minor Harm (First Aid required) eg: minor cuts, minor burns, strains, sprains.</p> <p>Badly Harmed (accidents causing incapacity for &gt;3 days) eg: severe cuts, fractures to fingers &amp; toes, temporarily disabling back injuries.</p> <p>Severely Harmed eg: fractures to legs and arms, multiple injuries, chronic illness.</p> <p>Catastrophic Harm eg: loss of limb(s), paralysis, blinded, badly burned, fatality.</p>	<p>Mandatory reference of Tudor Sailing Club Rowing Best Practice 2024 (last reviewed Dec 2023) before every launch. Team Leader briefing completed before every launch, including expected Dredger movements.</p> <p>Inspection of rowing gig completed before every launch (eg: bung, oars, rudder, oar-gates, pins etc.)</p> <p>Weather forecast (including fog) and tide confirmed before every launch.</p> <p>Crew contact details (mobile phone) and expected ETA left on whiteboard outside Sailing Club Workshop.</p> <p>Standard gig content checks completed before every launch, including:</p> <ul style="list-style-type: none"> <li>• 1x buoyancy per rower is onboard.</li> <li>• a fully charged VHF radio and fully charged mobile phone are onboard.</li> <li>• full Safety Kit Bag is onboard.</li> <li>• full First Aid Kit is onboard.</li> <li>• adequate drinking water is onboard.</li> <li>• appropriate clothing is worn by all crew.</li> </ul> <p>Launch trollies taken back up to the Small Compound and not left on the slipway.</p> <p>Standard compliance with international navigation rules.</p>	<p>Tudor Sailing Club Rowing Good Practice Guidance 2024 (last reviewed Dec 2023) to be printed in A3, laminated and securely fixed next to the whiteboard outside Sailing Club Workshop.</p> <p>Tudor Sailing Club Rowing Safety Kits 2024 (last reviewed Dec 2023) to be printed in A3, laminated and securely fixed next to the whiteboard outside Sailing Club Workshop.</p> <p>Regular formal checks of Rowing Safety Kit contents to be implemented on a 3-monthly frequency – Jan, Apr, Jul, Oct.</p>	<p>Rowing Captain.</p> <p>Rowing Captain.</p> <p>Rowing Captain</p>	<p>31 Jan 2024</p> <p>31 Jan 2024</p> <p>31 Jan 2024</p>	<p>4 (Moderate Risk)</p>	
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>

Strong currents in Langstone Harbour entrance	<p>Who?</p> <p>Members</p> <p>Guests of members</p> <p>Young rowers</p> <p>How?</p> <p>Crew overwhelmed by tide and exhaustion (boat swept out to open sea through harbour entrance).</p> <p>Capsizing</p> <p>Drowning</p>	<p>All General Rowing controls apply <b>plus</b>:</p> <p>Beginners to avoid Langstone Harbour entrance unless rowing with at least one crew member who has a good knowledge of the local tidal movements.</p> <p>Tidal conditions to be assessed before approaching the harbour entrance.</p> <p>Keep to edge of the channel to avoid the strongest currents.</p> <p>Only leave the harbour in calm conditions and with fair weather forecast.</p> <p>Beach the gig if the current becomes too strong.</p> <p>Exhibit extra caution on a falling tide.</p>	No	NA	NA	4 (Moderate Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>
Strong wind / rough seas Change of weather eg: arrival of fog / strong winds	<p>Who?</p> <p>Members</p> <p>How?</p> <p>Excessive water ingress to gig</p> <p>Capsizing</p> <p>Drowning</p>	<p>All General Rowing controls apply <b>plus</b>:</p> <p>Experienced cox and rowers only to launch in strong wind / rough seas.</p> <p>Ensure the weather forecast is considered for the duration of the row and not based solely on the current conditions.</p> <p>Cancel session if wind becomes too strong prior to launch or is likely to become unmanageable during the session.</p> <p>Check bailer is onboard and securely attached to the gig.</p> <p>Abort session and return to TSC if wind becomes unmanageable and excessive water starts to be taken onboard.</p> <p>Beach boat if unable to continue.</p>	No	NA	NA	4 (Moderate Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>

Collision with obstacles or other craft	<p>Who?</p> <p>Members</p> <p>Guests of members</p> <p>Young rowers</p> <p>Absolute beginners</p> <p>How?</p> <p>Sinking</p> <p>Capsizing</p> <p>Drowning</p>	<p>All General Rowing controls apply <b>plus</b>:</p> <p>At least one crew member shall have a good knowledge of local waters, tidal movements, and basic navigation.</p> <p>Do not row in poor visibility. Complete an assessment of craft numbers prior to departure.</p> <p>Be aware of Dredger movements. Consider other vessel movements and move out of the path of approaching vessels. Clear the main channel or hold water if unsure.</p> <p>When possible, always row with a cox. Crew to be extra vigilant if rowing without a cox.</p> <p>Cox to always be in control if onboard. Good communication between Cox and crew to stay aware of any obstacles or approaching craft.</p>	No	NA	NA	2 (Tolerable Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>
<p>Equipment failure during session</p> <p>eg: broken oars, rudder, oar-gates, pins etc.</p>	<p>Who?</p> <p>Members</p> <p>Guests of members</p> <p>Young rowers</p> <p>Absolute beginners</p> <p>How?</p> <p>Crew stranded offshore.</p> <p>Crew exposure to extreme weather (hypothermia / hyperthermia)</p>	<p>All General Rowing controls apply, <b>specifically</b>:</p> <p>Inspection of rowing gig completed before every launch (eg: bung, oars, rudder, oar-gates, pins etc.)</p> <p>Standard gig content check to be completed before every launch.</p> <p>Crew contact details (mobile phone) and expected ETA left on whiteboard outside Sailing Club Workshop.</p> <p><b>Plus</b>, each crew member to be responsible for ensuring they carry sufficient fluids for personal use.</p>	No	NA	NA	2 (Tolerable Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>

Slipway launching and recovery including boarding and alighting the gigs	<p>Who?</p> <p>Members</p> <p>Guests of members</p> <p>Young rowers</p> <p>Absolute beginners</p> <p>How?</p> <p>Slips, trips, and falls</p> <p>Skeletal / bodily injuries</p>	<p>All General Rowing controls apply <b>plus</b>:</p> <p>Cox and crew to understand the risks and be experienced with launch and recovery procedures.</p> <p>Consider cancelling session if insufficient people are available to control launch or recovery.</p> <p>Experienced rowers to warn beginners of known hazards / slippery areas.</p> <p>Suitable footwear to be worn.</p> <p>Assessment of craft numbers made prior to departure.</p> <p>Only one person to board or alight at a time. Assistance should be available if required.</p> <p>Gig to be under control as people board and alight.</p>	No	NA	NA	2 (Tolerable Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>
<p>Rowing at night, specifically:</p> <p>Inability to alert support in case of harm or sickness.</p> <p>Increased risk of collision.</p> <p>Getting lost leading to exposure.</p>	<p>Who?</p> <p>Members</p> <p>How?</p> <p>Crew stranded offshore.</p> <p>Crew exposure to extreme weather (hypothermia / hyperthermia).</p> <p>Sinking</p> <p>Capsizing</p> <p>Drowning</p>	<p><b>All General Rowing controls apply plus:</b></p> <p>Ensure someone ashore knows who to contact if late returning eg: Coastguard via 999</p> <p>When possible, always row with a cox. Crew to be extra vigilant if rowing without a cox.</p> <p>Test and fit navigation light (all-round white light).</p> <p>Always carry a flashlight.</p> <p>Only leave Langstone Harbour as part of a flotilla (at least 2x gigs).</p> <p>Consider sharing GPS track of location via phone app eg: Glympse or RYA SafeTRX</p>	No	NA	NA	4 (Moderate Risk)	NA
<b>What are the hazards?</b>	<b>Who might be harmed and how?</b>	<b>What controls are already in place?</b>	<b>Do you need to do anything else to control this risk?</b>	<b>Action by who?</b>	<b>Action by when?</b>	<b>Residual risk score</b>	<b>Date completed</b>

Young Rowers	<p>Who?</p> <p>Members</p> <p>Young rowers</p> <p>How?</p> <p>Safeguarding of &gt;18s</p> <p>Slips, trips, and falls</p> <p>Skeletal / bodily injuries</p> <p>Exposure to extreme weather (hypothermia / hyperthermia).</p> <p>Sinking</p> <p>Capsizing</p> <p>Drowning</p>	<p>All General Rowing controls apply <b>plus</b>:</p> <p>Registration / Consent forms must be completed and signed by parents/guardians of Young Rowers and held securely by the Rowing Captain.</p> <p>A Closed WhatsApp group to be used for discussion and sharing of Young Rowers session details. Parents of Young Rowers to be included on the group.</p> <p>At least 1x DBS checked adult must be in the group accompanying Young Rowers, at all times.</p> <p>All Young Rowers will be required to wear a buoyancy aid.</p> <p>Man Overboard (MOB) protocols to be in place for all adult rowers accompanying Young Rowers and to be taught as appropriate to the Young Rowers.</p> <p>Only 'in harbour' and 'daylight' rowing permitted for Young Rowers, unless previously approved by the Sailing Committee.</p> <p>Session leaders to be suitably experienced, with session content based on the conditions on the day with suitable safety measures considered. Session leaders to be prepared to amend plans as required should conditions change.</p>	No	NA	NA	4 (Moderate Risk)	NA
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You should review your risk assessment if you think it might no longer be valid (eg following an accident or if there are any significant changes to hazards, such as a steeper slipway, a different type of hoist, new activities etc)

## Guidance for completing TSC Risk Assessments

Use this guidance to help you complete the Risk Assessment template

### Summary of activity

List the activity being reviewed. Detail what's involved and how the task is carried out.

### HAZARD

Look only for hazards which you could reasonably expect to result in significant harm under the conditions in our club. Use the following examples as a guide:

- Drowning - from capsizes or falling overboard
- Cold - from immersion or exposure
- Injuries - from booms, winches, ropes
- Slipping/tripping on slipways or pontoons
- Work at height (up masts)
- Overhead cables
- Chemicals used in workshops or for cleaning
- Dispersal of dinghy or windsurfing fleets
- Stranding
- Fire, afloat and ashore
- Winches and winch - wires on slipways
- Vehicles
- Contaminated water (blue/green algae and Weils disease)
- Underwater obstructions
- Operation of safety craft
- Use of tools
- Lifting/manoeuvring heavy objects
- Medical ailments of staff and students

### WHO MIGHT BE HARMED?

There is no need to list individuals by name - just think about groups of people doing similar work or who may be affected, for example:

- Members
- Guests of members
- Students
- Instructors
- Workshop staff
- Cleaners
- The public

Pay particular attention to the potentially more vulnerable:

- Children
- People with disabilities
- Visitors
- Absolute beginners
- Inexperienced staff
- Lone workers

**List groups of people who are especially at risk from the significant hazards which you have identified:**

- FOR EXAMPLE Inexperienced visitors (inc children) may not be aware of the hazards from booms, craft stability, immersion
- FOR EXAMPLE We may not be able to provide people with disabilities the help to get on/off boats or out of the water if they fall in
- FOR EXAMPLE Children also need to be safeguarded

### WHAT CONTROLS ARE ALREADY IN PLACE - IS THE RISK ADEQUATELY CONTROLLED?

Have you already taken precautions against the risks from the hazards you listed?

For example, have you provided:

- Adequate information, instruction or training?
- Adequate systems or procedures?

Do the precautions:

- Meet the standards set by a legal requirement?
- Comply with a recognised industry standard?
- Represent good practice?
- Reduce risk as far as reasonably practicable?

If so, then the risks are adequately controlled, but you need to indicate the precautions you have in place. You may refer to procedures, manuals, policies etc. giving this information.

## **DO YOU NEED TO DO ANYTHING FURTHER TO CONTROL THE RISK?**

What more could you reasonably do for those risks which you found were not adequately controlled?

You will need to give priority to those risks which affect large numbers of people and/or could result in serious harm. Apply the principles below when taking further action, if possible in the following order:

- Remove the risk completely (but not the hazards inherent in sailing)
- Try a less risky option
- Prevent access to the hazard (e.g. by guarding)
- Organise work to reduce exposure to the hazard
- Issue personal protective equipment
- Provide welfare facilities (e.g. washing facilities and first aid)

**List the risks which are not adequately controlled and the action you will take where it is reasonably practicable to do more. You are entitled to take cost into account, unless the risk is high.**

**Additional control**

- FOR EXAMPLE All visitors to be accompanied on vessels and briefed on risk controls by an experienced TSC skipper
- FOR EXAMPLE lifejackets to be provided by TSC to all visitors before they go on the water

### **ACTION BY WHO?**

Who needs to put in place the additional controls? Make sure they know they have been given the action and have the skills and influence to implement it.

### **ACTION BY WHEN?**

Make sure you agree a date to implement the additional controls with whoever has been allocated the action. Try and complete the action quickly where additional controls can be achieved.