SAFETY STATEMENT

To be brought to the attention of all:
Employees/Members/Visitors

Limerick Regatta

Date	Version	Description	Author	Board Approv

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Policy Statement

Limerick Regatta is committed to ensuring, promoting and improving the safety of all its members, visitors, and to members of the general public. Member/Visitor safety is a matter of major concern to Limerick Regatta and subsequently, safety rules and regulations will be strictly enforced.

It is Limerick Regatta **policy** to comply with the Safety, Health and Welfare at Work Act 2005 & the Safety Health and Welfare at Work (General Applications) 1993 and any other relevant legislation.

Limerick Regatta shall conduct its business, so far, as is reasonably practicable, in such a manner as not to expose persons to any undue risks that may affect their health and safety.

Limerick Regatta is committed to dealing with all identified hazards, firstly by elimination if possible, by substitution or replacements with less hazardous substances, reduction of member's exposure to an internationally acceptable level for the sport and as a last resort the use of personal protective equipment.

Our **objectives** are to provide a safe and healthy recreational environment for our members, visitors, contractors and members of the public who may be affected by our activities and also to meet our obligations under the Safety, Health and Welfare Legalisation.

Limerick Regatta shall, as far as is reasonably practicable, provide and maintain: - place, equipment and systems of sport/recreation that are safe and without risks to health/safety sufficient information, instruction, training and supervision to ensure all club members/visitors avoid hazards and contribute positively to their own health and safety while participating in the sport Consultation and communication with all members/visitors in relation to health & safety a place of recreation without risk to health and means of entry and exit that are safe and without risk

Safety Manual

The Safety Manual is aimed at protecting our members, visitors, volunteers, and members of the public from accidents and ill health.

The Safety Manual is available to our members, visitors, outside service providers and Inspectors of the Health and Safety Authority.

The Safety Manual will be reviewed periodically and updated as required.

Committee Of Limerick Regatta

Responsibilities of the Limerick Regatta Safety Advisor

- Monitoring performance of statement by reviewing incident trends and annual resource allocations.
- Revising Safety Statement annually.
- Ensuring on-going consultations with regional and club safety advisers or their representatives.
- Auditing Limerick Regatta safety procedures.
- Chasing up action, if required.
- Arranging safety courses for members.
- Organising periodic information workshops with members/officers to clarify requirements of the safety manual.
- Encouraging caches to report and investigate incidents (accidents, near misses, damage) and ensure that appropriate statutory notifications are properly completed.
- Taking appropriate action on any safety representations.
- Estimating annual resource allocation for execution of safety programme.
- Identifying training needs and ensuring that these training needs are satisfied.

Responsibilities of Affiliated Club Members

Affiliated Club Members are reminded of their responsibilities under the **Safety, Health and Welfare Legislation**

- Read and understand club safety statement;
- Co-operate with club delegates to enable the club to comply with statutory provisions;
- Take reasonable care for their own safety, health and welfare and that of others;
- Make proper use of all equipment etc.
- Make proper use of personal protective equipment;
- Report immediately to **the regatta safety advisor,** any potential safety defects which might endanger the safety, health or welfare of which he/she becomes aware
- Refrain from playing dangerous practical jokes or engage in horseplay;
- Report any injury to him/herself, which occurs at Rowing Ireland activities, even if the injury does not stop him/her from participating;
- Suggest safer methods for our activities
- Attend health and safety training provided by the affiliated clubs

Responsibilities of the Club Safety Advisor

- The adviser will be fully conversant with the Rowing Ireland Safety Manual.
- Create a 'Live' Risk Assessment Document to assess the risks to club members and visitors both on and off the water.
- Implement the club safety policies and procedures and monitor all aspects of health and safety within the club including adherence to current legislative requirements.
- Advise the club management committee on health and safety requirements, the resources required for their implementation and the on-going reviews.
- Inspect/audit all locations and documentation to ensure that all legislative requirements are met and the necessary controls are implemented for all high-risk activities.
- Ensure that all testing and certification for equipment is carried out as required and that records are kept.
- Ensure that accidents record book(s) are kept, accidents are reported, investigated/monitored and the required remedial/statutory action taken.
- Ensure that dangerous occurrences are reported, recorded /investigated and the required remedial/statutory action taken
- Identify the clubs on-going training needs and organise the necessary training.

Oversee the safety arrangements for Regattas/Training etc.

Responsibilities of the Club Coaches

(Refer to the 'Rowing Ireland Water Safety Code' available on website) Club coaches will:

- Be responsible for the safety of all junior (<18yrs) persons under their control.
- Co-operate with Rowing Ireland in the implementation of the practices in the safety manual.
- Inform club members of the safety procedures associated with Rowing Ireland activities.
- Ensure that affiliated club members follow safe procedures

- Carry out a risk assessment relevant to the activity proposed to identify any unforeseen hazards. (*The assessment will take into account the ages, abilities and limitations of the personnel involved, together with the water and weather conditions prevailing or facilities available, so that a Safety Plan can be prepared and the programme of activity adjusted to suit*.)
- Ensure that every member of the crew, including the coxswain, is dressed suitably and adequately protected for the weather conditions they are likely to encounter.
- Inspect the rowing/sculling boat prior to launching to ensure that it is not damaged and that riggers, stretchers, shoes, seats and rails are properly adjusted, secured and free from damage and all boats have affixed bow-balls.
- Inspect oars and sculling blades to ensure that they are free from damage and properly adjusted
- Ensure that coxswains wear lifejackets or buoyancy aids. Those in bowloaders wear only manual PFDs.
- Ensure that launch occupants wear life jackets or buoyancy aids when accompanying crews and at other times whilst afloat.
- Ensure that all coaching launches and safety boats carry the required safety equipment.
- Ensure that Considerations have been made to assist someone into the boat or for the driver to self-rescue in the event they fall overboard.
- Ensure all launch drivers wear a working kill-chord (dead-man) when driving a launch.
- Ensure that any activity after dark involving coaching launches that the launches to be fitted with lights as laid down in the International Prevention of Collision Regulations or as prescribed by the appropriate navigation authority.

Accident Scene Management

- The immediate accident scene will be made safe:
- Driving Accident-switch off engine and applying handbrake/warn other traffic by using warning triangles/hazards lights/cones etc.
- The driver will ensure their own personal safety and that of the passengers before assessing the casualty/ies
- The necessary first aid will be administered
- If necessary the emergency services will be notified with the following information
  - Type of accident
  - Number of casualties
  - Location of the accident or collection point for the casualty
- The casualty will only be moved if there is an immediate danger/threat to his safety.
- The casualty will be treated for shock (he will be placed in a safe position (only when it is safe to do so) for his/her particular condition, kept warm, comforted and reassured)
- Other employees present will provide the required assistance.
- The **Club Safety Advisor** will be notified.
- The accident scene will be preserved in any case that warrants investigation by the Health & Safety Authority
- All details of the accident/witnesses will be collected by site management
- The entry in accident book will be completed. The accident scene will be sketched/photographed

Relevant Legislation

- Safety, Health and Welfare at Work Act, 2005
- Safety, Health and Welfare at Work (General Applications) Regulations 1993/2007
- Safety, Health and Welfare at Work (Miscellaneous Welfare Provisions) Regulations, 1995
- Code of Practice on the Prevention of Workplace Bullying
- Rowing Ireland Water Safety Code
- Relevant Road Traffic Legislation

Hazards & Risk Rating

Hazard: Any substance, operation, machine or process with the potential to cause harm.

Risk: The likelihood of harm being caused.

Likelihood

Risk Rating		Negligible	Rare	Unlikely	Possible	Probable
		1	2	3	4	5
Severity: Insignificant	1	1	2	3	4	5
Minor	2	2	4	6	8	10
Moderate	3	3	6	9	12	15
Significant	4	4	8	12	16	20
Death	5	5	10	15	20	25

Risk Rating Matrix

Risk Rating = Consequence x Likelihood

1-9	Low	10-15	Medium	16-25	High

Club Organizational Structure

HAZARDS –TRAINING ACTIVITIES

Boating Equipment

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General club activities— • Training/Regattas/ Club Activities	• Rowers • Coaching Staff	• Club Equipment Officers	
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Lack of knowledge of row area Currents Obstacles	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• All club equipment will satisfy the requirements of Rowing Ireland. • For the safety of all concerned, the equipment will be suitable and safe for club members to use and be maintained in good order. • Suitable procedures will be put in place to ensure that damaged equipment is identified to responsible officials without delay and the damage repaired before the equipment is used again. • Damaged equipment should be “quarantined”, with the nature of the damage clearly marked, to ensure that it is not used until repaired • Bow-Ball: Every boat must at all times have firmly attached to its bows a white ball of not less than 4cm diameter made of rubber or material of similar consistency so that the bow is properly protected or its shape does not present a hazard. • Heel restraints and "quick-release" mechanisms must be in proper and effective working order in all boats equipped with fitted shoes. • For evening outings, rowing after sunset, boats shall be fitted with lights as required by the Department of the Marine or other statutory authority.

			• Oars and sculls will be checked to ensure that "buttons and collars" are secure and properly set. • Buoyancy compartments, bow and stern canvasses, etc., will be checked to ensure that they will function as intended (boat buoyancy) • All riggers will be checked to ensure that nuts, row-locks, gates, top-nuts, and back stays are secure and tight. Hatch covers will be securely fitted.
Lack of Local Knowledge of River/Lake/Reservoir			
Activity	**Risk To**	**Person Responsible**	**Risk Assessment Findings**
• General club activities—Coaching/Regattas/Club Activities	• Rowers • Coaching Staff	• Club Officers	
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Lack of knowledge of row area Currents • Obstacles	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• A suitable map/plan of the river/lake/reservoir will be prominently displayed showing local hazards/obstacles/currents/navigation hazards • Instructions on how to handle any variations to normal procedures such as dealing with current/winds/climatic conditions etc. • All club members will be briefed on the plan and all newcomers/visiting teams prior to going on the water.
Poor Swimming Ability			
Activity	**Risk To**	**Person Responsible**	**Risk Assessment Findings**
• General club activities— • Coaching/Regattas /Club Activities	• Rowers • Coaching Staff	• Club Officers	•

Hazard	RR*	Consequence(s)	Current/Additional Control Measures
• Poor swimming skills • Lack of confidence in the water • Lack of confidence in the water • Lack of knowledge of man overboard rescue procedures	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• All club members swimming ability will be assessed to determine their ability and confidence in and under the water and the results recorded. • All club members must participate in capsizing and immersion drills also • All coaching members/rowers must also be instructed /assessed in simple rescues/underwater recovery/use of ropes/throw bags • Physically challenged athletes participating in organised rowing or sculling activities must be provided with suitable rescue facilities to cope with any accident whilst afloat. • Written records will be kept of all assessments

Rescues Launches

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General club activities— • Coaching/Regattas/Club Activities	• Rowers • Coaching Staff • Visiting Team	• Club Officers	•

Hazard	RR*	Consequence(s)	Current/Additional Control Measures
• Unsafe/suitable launch • No “kill cord” • Incompetent Launch operator • Lack of First Aid • Lack of Suitable equipment • Engine Failure	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• All launches used will be suitable and safe for the intended task and have sufficient capacity for the transporting of injured crew members/rowers to the boathouse • All launches will be maintained in a safe condition, will be checked regularly and the results recorded. • All outboards used will be fitted with a suitable “kill cord” which will be worn at all times by the operator while the boat is in motion

			• All operators will have the necessary experience of the launch/engine/river/lake • All launches will be equipped with a o suitable outboard/emergency spares/fuel//oars/paddles/bucket/bailer o Suitable first aid kit/thermal blankets • All personnel in the launch will wear approved lifejackets all engines will be serviced as per the supplier's instructions.

HAZARDS – UNQUALIFIED/PERSONS

Coaches

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General club activities— • Coaching Crews----	• Rowers • Coaching • Staff • Visitors	• Club Officers	
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Inexperience/Unqualified • Coaches	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• Only experienced coaches approved by Rowing Ireland will be permitted to conduct club activities. Ideally coaches should have a qualification in: Water rescue Basic First Aid/CPR o Boating Safety

Launch Operators

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General club activities—	• Rowers	• Club Officers	•

• Operating Launch	• Coaching Staff		
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Inexperience/ • Unqualified operators	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• Only experienced operators, approved by the club, will be permitted to operate launches. • Ideally operators should have a qualification in: ○ Water rescue ○ Basic First Aid/CPR ○ Boating Safety
New Members			
Activity	**Risk To**	**Person Responsible**	**Risk Assessment Findings**
• General club activities— Coaching Crews	• Rowers • Coaches	• Club Officers	•
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Existing Medical • Condition • Underage • Poor swimming ability	• Moderate	• Cold Water immersion • Hypothermia • Drowning	• Pertinent information on any existing medical conditions must be received and recorded • Emergency phone numbers must be held by club and be available to all supervisors where the need arises • Proof of age will be required where applicable. • Parental/guardian permission received where applicable. • New members to be instructed on Manual Handling techniques • New members to be instructed on techniques for carrying boats from the boat house to the launching area and back • New members must produce evidence of being able to comply with the **Water Safety Code 2006** in respect of swimming or take a swim test organised be the club. • New members must be made aware of action to take if an emergency arises.

			• A minimum entry level of swimming ability must be adopted a for all new potential club members. • All persons participating in rowing or sculling must be in good health and able to do the following: • Swim a minimum of 50m in light clothing and to demonstrate within that test competence under water and in treading • Demonstrate the use of rescue equipment. • New members will be instructed in manual handling techniques and techniques for carrying boats and oars from the clubhouse to the launching area

HAZARDS – TRANSPORTING BOATS/EQUIPMENT

Driving Operations—Drivers

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General club activities— • Towing equipment/transporting club • members to regattas	• Club members/Public other road users	• Club Officers	•
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Alcohol/Drugs • Uninsured Vehicle/Driver • Unrestrained persons • Unsuitable vehicle • Driver Fatigue	• Moderate	• Accident/injuries • Death	• The following is not permitted while driving--Alcohol consumption/Taking of drugs (unless prescribed medication) • High visibility vests will be worn by drivers/helpers, when outside of vehicles, and during periods of poor light • No person will drive while disqualified by law or fatigued • No driver will drive a vehicle that is not suitably insured for the task • Safety belts must be worn where members are being transported by road.

			• Safety belts must not be shared • Drivers must hold the **correct driving licence** to drive the vehicle-trailer combination • Drivers should take regular breaks on longer trips. Towing times should be planned to avoid fatigue onset.

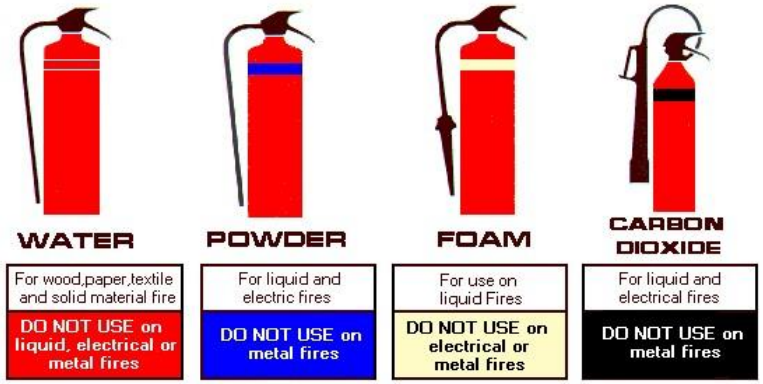
HAZARDS – WATER ACTIVITIES

Water Borne Diseases

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Water based training Activities	• Club members/ Public other road users	• Club Officers	•
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• poor quality water • Animal urine- rats • Blue-Green Algae – Cyanobacteria • Sewage effluent discharges	• Moderate	• Weill's Disease • Skin ailments • Gastroenteritis	• All personnel operating on the water or handling club equipment will ensure that ○ Cuts and abrasions (including blisters) are covered with waterproof dressings. • Appropriate footwear is worn to avoid cuts and protect feet when paddling in the water or launching boats • They shower after contact with the water. • They adopt good personal hygiene habits i.e. Wash hands thoroughly before eating and drinking. • Where possible immersion or contact with water affected by algal scum will be avoided. After any contact all equipment will be hosed down to avoid contact with residual scum. • Members will be instructed that all clothing should be washed and thoroughly dried on returning home. • Where the quality of the water is uncertain club members will be instructed not to eat or drink before showering/washing. • And if 'foul' water has been swallowed medical advice will be sought

Rowing Boats/Sculls

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Water based training Activities	• Club members/ Public other road users	• Club Officers	•
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Leaking/Faulty boats • Faulty Riggers • Damaged oars/sculls • Unsuitable restraints in shoes	• Moderate	• Cold water immersion • Hypothermia • Drowning	• All boats/equipment will be checked for the following to ensure: ○ No hull damage, leaks etc. ○ That buoyancy compartments, seals, hatch covers and ventilation bungs are secure and watertight • Bow ball is securely fixed and fully covers the bow of the boat ○ Heel straps are properly fitted and have 5cm play • That fixing screws or bolts do not represent a hazard in the event of accident. • That outriggers, swivels, gates, seats and stretchers are secure and operating freely • Check that rudder lines, steering mechanisms, rudder and fin, are secure and in good working order • That oars and sculls are not damaged and ensure that buttons are secure and properly set. • Check that one hand quick-release mechanism for shoes is fitted and operational • Check that shoe laces, shoes and Velcro straps are working and affixed •
Hazard	**RR**	**Consequence(s)**	**Current/Additional Controls**

• Fire/Explosion • Combustible liquids • Inadequate numbers of fire extinguishers • Storing of goods/materials in passageways • Block escape routes Smoking • Heating Appliances	• Medium	• Burns • Scalds • Death	• All areas will be maintained free from fire hazards, as far as is reasonably practical. • Areas (inside and out) will be kept clear of any accumulation of rubbish & combustible materials. • Fuels/Solvents/cleaners will be stored correctly and in their correct containers in a controlled cabinet • No sources of ignition will be within reach of these materials • An appropriate & suitable number of fire extinguishers will be available • Selected club members will be trained in the recognition of the causes of fire, the correct type of fire extinguisher to be used and how to raise the alarm.  • • Club house users will be familiar with at least two escape routes from the club house, also with the fire extinguishers in the area. • **All passage ways/escape routes must be kept clear.** • All firefighting equipment will be maintained as per current legislation. • A suitable fire extinguisher will be located in all launches and vehicles

Flammable Fuels

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Refuelling equipment vehicles	• Members	• Coaches	•

Hazard	RR*	Consequence(s)	Current/Additional Control Measures
• Flammable Liquids Incorrect containers	• Low • Medium • High	• Burns • Injury • Death	• Members will be instructed in the hazards of the fuels, the risks arising and the emergency measures to deal with them. • Suitable/approved containers will be used for storing/transporting fuels. • No sources of heat to be present during refuelling. • Suitable fire extinguishers will be available in each vehicle. Smoking should be prohibited in refuelling area No petrol to be stored in the boathouse.

Untoward Behaviour -- Young Members

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Training/boating activities	• Young Members of the club	• Employer Employees	•

Hazard	RR*	Consequence(s)	Additional/ Current Controls
• Child abuse	• Medium	• Stress • Assault	• The **Code of Ethics and Good Practice for Children's Sport** will be adopted as the policy on young members in the club • The club's **Child Protection Policy and Procedures** will include the name and contact details of the designated person and the responsibilities attached to the role. • A person will be designated (**Child Protection Officer)** to be responsible for dealing with any concerns about the protection of children • The **Child Protection Officer** will receive the necessary training/instruction to include the categories and indicators of abuse/ reporting procedures etc. • A safe and clearly defined method of recruiting and selecting leaders will be adopted and consistently applied • No club member will operate with junior members unless thoroughly vetted and cleared by the Gardaí/Access NI.

Drugs and Alcohol

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Operating Equipment/Driving/Serving the public	• Volunteers /public	• Employer Employees	• A copy of this policy is on the website • Members are monitored by Coaching staff • Members suspected of alcohol/drug consumption are reported to club safety co-ordinator/officers
Hazard	**RR***	**Consequence(s)**	**Additional/ Current Controls**
• Alcohol Drugs	• Low	• Injury • Loss of Life	• The use and possession of illegal substances is strictly forbidden and will result in disciplinary action.

First Aid and Accidents

Activity	Risk To	Person Responsible	Risk Assessment Findings
• General Club Activities	• Members visitors	• Club Officers • Coaches	
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Inadequate/inexperienced treatment • Out of Date Supplies	• Low	• Injury • Death	• Detailed records of all first aid given will be maintained • Club Accident/incident book must be available and maintained by the club officers • Coaches should receive, maintain and renew first aid/ CPR training First aid kits should be readily available in all club houses and launches. • First aid kits should be carried on all club outings. • First aid kits should be kept in club launches.

House Keeping—Spillages/Lighting

Activity	Risk To	Person Responsible	Risk Assessment Findings
• Access and Egress General movement	• Members • Public	• Club Officers • Coaches	•
Hazard	**RR***	**Consequence(s)**	**Current/Additional Control Measures**
• Poor housekeeping • Poor lighting • Spillages	• Low	• Back injury • Herniated Disc • Pulled Muscle • Hand injury • Cuts • Bruising • Concussion • Compression	• A good housekeeping/cleaning programme must be in place to manage the orderly movement of persons/cleaning of all areas and materials, from the point of entry to exit in club property • Boats and oars will be neatly stored in designated areas • Boat and oar spare parts, riggers etc. will be stored neatly in designated areas • Periodic checks should be carried out to ensure that no obvious danger exists that might endanger the members/public. Records of the findings must be kept. • All areas must be kept free of boat and oar spare-parts, debris, trash, and spills. • Members will report to club officers any unusual conditions they discover. • All members will operate a "clean as you go" policy • Members will report to club officers/coaches if there is insufficient lighting in areas • Protruding objects (that can block walkways) will be removed • Outside the club house shall be kept clear of any rubbish/debris • Members, where possible, will use a dry procedure to reduce the risk of slips from wet surfaces

DECLARATIONS

Members Declaration

I hereby declare that I have read Rowing Ireland Safety Statement, understand its contents, and I will comply with its requirements

NAME (block capitals)	Signature/Date	Comments/Observations