

IRISH COASTAL ROWING CHAMPIONSHIPS 2023

National Rowing Centre, Farran, Cork, Ireland

19th and 20th August 2023



Event Safety Plan

Version: Approved

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INTRODUCTION

Welcome to the Irish Coastal Rowing Championships 2023. We hope that you have an enjoyable, safe and successful championships here at the National Rowing Centre, Cork. With your help and co-operation, we look forward to a safe weekend for everyone concerned.

This safety plan incorporates the key points for everyone involved, our aim is that all competitors, officials and visitors will uphold all good practice that exist in Rowing throughout all the clubs participating over the course of the event.

A copy of this safety plan will be available from the regatta office and it is also available via email by contacting coastalchamps@rowingireland.ie

We take safety very seriously and we will have first aid crews both on land and on the water for the duration of the event. An ambulance will be on site for the duration of the regatta.

POLICY STATEMENT

The Championship Committee of the Coastal Division of Rowing Ireland is committed to running the Irish Coastal Rowing Championships 2023 regatta in a safe manner. The safety of the competitors, spectators and regatta officials is given the highest priority in the organisation and running of the event. The Championship Committee is committed to continuous improvement in health, safety and environmental standards for the 2023 Irish Coastal Rowing Championships. It is the Championship Committee's policy to:

- Comply with the relevant regulatory and legislative requirements and Codes of Practice.
- Conduct activities in such a way as to take foremost account of the health and safety of volunteers, staff, employees and others who may be affected by our activities.
- Conduct activities with proper regard to the protection of the environment.
- Operate a management system for the events, in which the implementation of the health, safety and environmental policy is a management responsibility, encouraging active leadership and participation of all volunteers, staff and employees;
- Ensure that volunteers, staff and employees have a good understanding of the health, safety and environmental impact of the events and how we are to manage these impacts;
- Provide the necessary training to enable our volunteers, staff and employees to carry out their health, safety and environmental responsibilities. The Championship Committee has overall responsibility for the development and review of this policy, along with the development of Safety, Health and Environmental Guidance, Standards and event specific Procedures.

EVENT TEAM KEY PERSONNEL

Event Safety Advisor:	Mr Robert Dunne
Rowing Ireland Coastal Chairperson:	Mr Ted McSweeney
Championship Committee Chairperson:	Mr. Ted Mc Sweeney
Regatta Director:	Mr. Shane Russell
Championship Secretary:	Mr. Bernie O Donovan
Event Medical Contact	Mr. Michael O Reilly St. Johns Ambulance

OBJECTIVES

The Safety Plan for the championship's regatta has four main objectives:

1. To ensure that racing is conducted with due observance of all safety conditions in Rowing Ireland's Rules of Racing
2. To manage hazards specific to The Irish Coastal Rowing Championships regatta course on Inniscarra Lake, Cork
3. To provide adequate First Aid and medical services at the regatta course
4. To investigate any incidents of a hazardous nature which occur during the regatta

RESPONSIBILITIES

In accordance with current guidelines it is the responsibility of each participating club committee to ensure the safety of their members while participating, including knowing what to do if they fall in, be competent to compete and wear appropriate clothing for the weather conditions.

INTENT

It is the intention of the Championship Committee to implement its own policy and to provide example to participating clubs by creating a positive Safety Environment during the event.

METHOD

Safety awareness will be promoted by the following means:

- informing Club Secretaries of the event rules in advance by correspondence.
- holding a coxes meeting prior to the racing commencing each day.
- slip stewards to be appointed to coordinate the crewing of boats.
- appointing stewards as required on the course.
- providing Rescue launch boats and first aid crew on board.

SAFETY ASSESSMENT

It will be the responsibility of the event safety officer in conjunction with the Regatta Director to carry out an inspection of the course at least 90 minutes before the first race is due to start each day. As part of this safety assessment the weather conditions should be checked and noted. A safety Assessment form should be completed and signed by those present for records.

SAFETY PROCEDURES AND PREVENTATIVE MEASURES

Equipment:

It is the responsibility of each crew to ensure that the equipment that they are using is safe and compliant with the requirements of Rowing Ireland's rules. Coxswains must wear a personal flotation device in the correct manner and be familiar with the method of operation.

Coxes:

All coxes and those rowers required by rules(Under 16s) to wear personal flotation devices should be familiar with the method of operation of the PFD.

Competitors Responsibility:

While we endeavour to provide a safe system at this event, each competitor and competing club also has a duty of care to themselves and others.

- Their own safety, remembering that they have a duty of care to themselves and any third party both on the water and on land.
- Ensuring that any equipment (e.g. boats, blades, PFD's, etc.) are safe and prepared to the standards as required. Spot checks may be made by stewards and safety team members on any of the equipment.
- Adequate clothing and protection is worn depending on weather conditions
- In the event of warm weather conditions rowers, stewards, and all involved should ensure they are properly hydrated.

Accident Reporting:

Please report to the nearest official immediately, who will act or alert the rescue services by radio as necessary. All accident and near miss incidents should be reported to the safety officer and the appropriate ICRC Event documentation filled and submitted by the parties involved. Stewards, marshals and officials will be the initial public contact points for reporting of emergencies. Marshals will wear a high visibility jacket for identification at all times.

This Safety Plan is distributed to stewards and other regatta officials by the Regatta organising Committee.

KEY CONTACTS

Emergency:

The nearest Accident and Emergency unit is:

Cork University Hospital, Wilton, Cork.

Eircode: T12 DC4A

Telephone: +353 21 4920200

Emergency: Fire, Gardai, Ambulance: 112 or 999 from any telephone.

Regatta Personnel:

Regatta Director	Shane Russell	00353 86 3280300
Safety Advisor	Robert Dunne	00353 87 2547328
Championships Committee Chairperson	Ted McSweeney	00353862599573
RI Coastal Chairperson	Ted Mc Sweeney	00353862599573
Ambulance Co Ordinator	Mr Michael O Reilly	00353 87 276 9878

Mobile Telephones are situated in the regatta director's office upstairs in the National rowing centre. There is no public telephone facility within the National rowing Centre, mobile network coverage within the area is adequate.

All positions are in radio contact with control, the rescue services and the Regatta Director

Contact numbers: Event Mobile: 00353 86 3280300 (Regatta Director) Safety Advisor Mobile 00353 87 2547328

Please ensure you give sufficient access for an ambulance to get through along the road way down to the boat house area of the national rowing centre and throughout the trailer park and spectator viewing area.

SAFETY BRIEFINGS

In order to ensure the smooth and safe running of the championship's safety briefings will take place each morning before racing commences. The briefings shall be as follows:

Shore Stewards

This will include stewards carrying out the following roles for the event:

- Traffic / Venue Access
- Parking
- Pontoon Access and Crewing Areas

This briefing shall outline the various risks associated in the above areas and the rules that are in place for the championships. It shall also be used to review any issues that may arise the previous day that may need to be addressed for the day ahead.

Race Stewards

This will include stewards carrying out the following roles for the event:

- Race Stewards (Water and Shore Based)

This briefing shall outline the rules associated with the days racing. It shall also outline that above all safety is of utmost priority. A steward's information sheet shall be given to all stewards and on this shall be the racing rules as well as the procedure for use to the two-way radio system including call signs etc for the event.

First Aid / Medical Personnel

This briefing shall outline to everyone involved with the First Aid / Medical event team the plans that are in place should a first aid / medical incident arise. All First Aid / Medical Assets shall have an Event Medical Sheet with them which shall show the various access points to the Shore and Water and also contact details for the main medical centres in the area. It shall also detail the two-way radio procedure in the event of an emergency taking place.

Coxes / Club Captains

This will include the following:

- All coxes for the event
- Club Captains

This briefing shall outline the various risks associated in the above areas and the rules that are in place for the championships. It shall also outline any relevant weather information that may have an effect on racing that day. It shall also be used to review any issues that may have arisen the previous day that may need to be addressed for the day ahead.

EVENT STEWARDS

Stewards are requested to assist voluntarily in the running of the event in the following ways

- providing a presence on the rowing course.
- Assisting with traffic / parking in the main event centre.
- Managing access to the pontoon / crewing areas.
- marshalling crews on the course and at the start and finish areas.
- Ensuring the racing rules of the event are enforced at all times.
- giving information to other lake users.
- assisting crews in the event of equipment failure, collision or an accident.

Stewards are concerned at all times with encouraging the safety of:

- themselves
- competitors
- event organizers
- other lake users

The Venue

The venue for the 2023 Irish Coastal Rowing Championships is the National Rowing Centre, Farran, Co. Cork. This venue has been developed as a high-performance centre for the sport of Rowing in Ireland. The venue regularly hosts regattas of all sizes and also plays host to the annual Irish Rowing Championships. The venue has proven itself more than capable of handling this event for a number of years and we are looking forward to utilising it's fantastic facilities again this year .

TRAFFIC / PARKING / VEHICULAR ACCESS

PARKING

All parking for the event shall be in the adjoining Farran Woods Car Park. This car park is privately owned by Coillte and as a result is outside of the remit of the purpose of this safety statement. The host club shall liaise with Coillte in advance of the championships to ensure that any requirements that Coillte have are complied with. There shall be no parking on the public roads at the front of the venue and the host club shall liaise with An Garda Síochána in advance of the championships to ensure any no parking cones / signs or other measures are in place for the event.

EVENT CENTRE ACCESS

Given the nature of the event and the large crowd that will be in attendance the main event centre will have limited vehicular access as outlined below. The management and coordination of vehicular movements on site shall be the responsibility of the host club and any changes to the agreed plan must be agreed with the event safety officer / regatta director in advance.

- Each participating club will be permitted to bring one vehicle into the main event centre and park them in the dedicated club vehicle / trailer storage area as outlined on the map below.
- Emergency Vehicles shall at all times be permitted entry on site.
- Vehicles that are required to be on site as part of the operation of the event.

All vehicles on site **must** abide by the following rules at all times while on site:

1. A speed limit of 15 KPH shall be in place at all times while on the site
2. Vehicles permitted to enter the site must have on display an ICRC 2023 Access Permit. This permit must be left on the dashboard of the vehicles at all times while on site.
3. No vehicles without such permit shall be permitted on site
4. Vehicles shall only park in the dedicated parking area on site.
5. All drivers must abide by the directions of the stewards / organising committee at all times while on the site.
6. Please ensure your trailer is parked safely and not causing any obstruction. If parked on an incline or grass the trailer wheels must be chocked and handbrake applied
7. The Red Route outlined on the map below must be kept clear at all times in the event that emergency vehicle movement is required.
8. If an emergency vehicle is moving on site as a result of an urgent matter it shall do so with blue lights flashing and sirens sounding to make people aware of its movement.



WATER SAFETY

The Irish Coastal Rowing Championships are run in accordance with the Rowing Ireland guidelines for regattas along with the relevant aspects of the Water Safety Code. It is the intention of the Championship Committee to encourage water safety awareness throughout the Championship event. – including the following:

PONTOONS / CREW CHANGEOVER POINTS

At all times safety is our priority. In order to maintain this the following shall be the rules enforced for the crew changing areas:

- The areas shall be barriered off using crowd control hard barriers with specific dedicated access points. Stewards in high visibility vests shall manage access / egress at these points.
- Any person(s) passing beyond this point must be wearing a life jacket.
- Only crews who are taking part in a crew changeover, club maintenance crews, coxes or those who require access to these areas shall be permitted in there so as to ensure that it does not become overcrowded.
- No oars or other equipment shall be left on the pontoon as this would cause an obstruction. Clubs shall ensure that all of their equipment is removed from the ponton area when not being used.

BOATS AND EQUIPMENT

It is the responsibility of each club at the event to ensure that their boats / equipment are in good order and safe for use. All boats and equipment used at the championships shall be subject to inspection from the event safety officer. If any equipment is found to be defective or unsafe then it shall not be used in the championships. All boats should have a bow line (rope) attached to the bow of the boat of at least 7 meters in case a tow is required at any time or for any reason.

PERSONAL FLOTATION DEVICES (PFD'S)

Lif jackets / buoyancy aids shall be worn in all areas where the designation requires. They shall also be worn by coxes on the water always and either worn by the crew or in the boat with the crew as required by the championships rules. All PFD's must be work appropriately tested and certified in accordance with the manufacturer's instructions. Random checks will be carried out at the championships. Remember clubs are ultimately responsible for the safety of their members.

COXSWAINS

All coxswains must attend the morning briefing each day before racing commences. At all times coxswains must ensure the safety of their crew is their utmost priority.

COURSE MAP

A copy of the course map shall be given out to all clubs and shall also be on display at the venue. This map shall outline the course and also advised warm up / cool down areas and also identify areas where no boats are permitted to enter.

FIRST AID

As with any event of this nature it is essential that a detailed first aid plan is in place for the duration of the championships.

Ambulance

A fully equipped ambulance shall be on site for the duration of the championships. The location of the ambulance shall be agreed with the event safety officer on arrival at the venue. The ambulance shall have a two-way radio so as that it can be contacted at all times. Please refer to call signs for Two Way Radio communication in this report.

In the event that the ambulance must move to another location in an emergency situation then it shall do so with its sirens and blue light flashing so as to ensure people are aware of its movement. Any stewards in the vicinity shall also assist to ensure a clear passage for the vehicle is available.

The use of blue light & sirens are means of communicating an active warning to the public. Their use in a public place is covered by S.I. NO. 342 of 2006 and their use for this event will be restricted to the intention set out in the legislation – “Where a vehicle is equipped with a lamp in accordance with article 52(18) is used in a public place, the lamp may only be used – if necessary in the circumstances.

The ambulance to be used at this event will be marked with passive warning systems such as reflective markings running the full length of the vehicle.

All drivers of emergency vehicles will be required to have permission of event medical control before activating blue lights & sirens. Use of light and sirens should be based on the clinical need of the patient.

In the event that the ambulance must to a patient transfer to a nearby hospital then the championship committee must agree a procedure for this in advance of the championships.

The ambulance crew shall keep a record of any incidents / accidents that they tend to each day and a copy of these reports shall be given to the event safety officer at the end of each day.

Safety Boats

A dedicated safety boat shall be on the water at all times with a first aider / medical trained person on board. This boat shall be a fast boat capable of taking on board at least 8 persons. The safety boat shall maintain a position close to the racing course but so as to ensure it does not interfere with the racing while being in its standby position. In the event of an incident please refer to Accident / Incident Procedure Section of this report.

Staff Welfare Facilities

Meals will be provided for all members of the Voluntary Emergency Services by Rosscarbery Rowing Club. There will be toilet and changing facilities on site also.

PPE (Personal Protective Equipment)

Personal Protective Equipment will be worn by all members of the medical providers while on duty during the event. All members of VES must wear full operational uniform of their organisation. Each member of the VES must wear identification stating their clinical qualification i.e. EMT/ Doctor etc.

PATIENT MANAGEMENT PROCEDURES

A patient report form (PHECC PCR) should be completed for each patient. All patient activity will be reported to the Event Safety Officer. Copies of all PCR to be kept by Voluntary Emergency Service in accordance with guidelines as set out by PHECC Clinical Record Management Guidelines and in line with the requirements set out in the Data Protection Acts 1988 & 2003.

Medical/ First Aid activity will be sent to HSE Emergency Management Office within one month of the event along with the following information.

- Number of patients actually requiring treatment
- Number of patients removed to hospital

Please Note: Personal details are not required.

All accidents and incidents will be reported to the Rowing Ireland Safety Advisory Committee IROW Safe online reporting system

PATIENT MANAGEMENT PROCEDURES

The event medical controller shall co ordinate the requirement for the transfer of patients from the event centre to the A and E Department in Cork University Hospital. For minor injuries where he / she is satisfied that the patient can make their way to the hospital the event medical controller shall note this on the patients form.

In the event that an urgent transfer is required then the Event Medical Controller shall notify Ambulance Control / 999 / 112 that they have a serious situation and liaise with them to assess the best course of action to get the patient to the hospital as quickly and safely as possible.

EMERGENCY ACTION PLAN

Purpose:

This Emergency Action Plan sets out mitigation and procedures in relation to an emergency which represents a general threat to regatta participants.

Responsibility:

Responsibility for actions in the event of an emergency rests with the Championships Committee. These individuals will carry radios at all times.

Actions in the event of a medical emergency:

For all emergencies the following procedures should be observed. The nearest radio equipped Race official on the scene will take initial control and will assess the situation. (If necessary, he/she will call emergency services.) As soon as immediate life saving measures are in hand Race Control (if not aware) will be notified. If emergency assistance is required, the Official will call **Code-Red** (urgent medical issue) and **Code-Blue** (non-urgent) on his radio and all other radio users will observe radio silence and follow instructions given by that official. For any other situation (obstacles, debris etc) normal radio protocol should be used.

The initial incident report for a **Code-Red** should briefly include;

- What is needed (first aid or higher or safety boat).
- Location stretch of river or bankside that the service is needed.
- What has happened.
- The number of casualties.
- The severity of injuries or illness.
- If racing needs to be suspended.

As soon as an incident is reported, all stations on radio are to minimise their communications. Absolute priority is to be given to Race Control and those responding directly to the incident. In the event of any accident or emergency beyond that detailed in the safety plan and outside the capabilities of the regatta first aid and safety facilities, the emergency services will be called using 999 by mobile phone.

Emergency services not familiar with the embankment and requiring detailed information about an incident location can contact Race Control for grid references & post codes. Gate security should be informed of the emergency and informed the emergency services are on route. The security personnel should have the exact location and directions to incident site. All traffic movement should cease when emergency services arrive on scene.

Water Based Incident:

In the event of a water-based accident / medical situation the following is the procedures that apply:

1. the coxswain or other member of the subject boat shall raise their two hands to alert the stewards / safety boat that assistance is required.
2. The stewards / Safety Boat shall notify race control that they have been called upon and to standby for further updates.
3. The safety boat shall proceed in a prompt but safe manner to the subject boat.
4. Race Control Shall notify the First Aid Crew to standby for further information.
5. In the event that it is a medical matter then the safety boat shall contact the ambulance crew and given them a report on what has happened and where they will be bringing the boat ashore.
6. The safety boat with the assistance of other vessels if so required shall then bring the patient(s) to the agreed meeting point with the first aid personnel in a timely manner.
7. The ambulance / first aid team shall then proceed to the advised location and be prepared to treat the patient(s).
8. The event safety officer shall also attend the scene and keep the regatta director updated on any news as available.

Land Based Incident:

In the event of a land-based accident / medical situation the following is the procedures that apply:

1. Proceed to the nearest steward / first aid personnel and inform them of the incident.
2. The stewards shall notify the First Aid team that they are required and given the details of location etc.
3. The ambulance / first aid team shall then proceed to the advised location and be prepared to treat the patient(s).
4. The event safety officer shall also attend the scene and keep the regatta director updated on any news as available.

Fire:

If anybody discovers a fire in the area of, or in the national rowing centre or the Enclosure or surrounding forest park they should raise the alarm and he/she will assess the situation and tackle the fire ONLY if they are confident to do so and initially order local evacuation. If the emergency may require the stopping of racing or general evacuation, he/she will inform the Regatta Chairman through the nearest marshal, they will agree appropriate action.

Equipment failure:

Should there be a Radio failure during the event, Safety Boats and marshals etc shall use mobile phones & loudhailers to raise alarm, providing the radio is to be replaced hastily. If this is not possible Race Control shall be informed and racing shall be halted.

Floating Hazard:

Any significant floating debris or "hazard" seen on the water shall be reported to Race Control immediately. A Safety Boat shall be deployed to clear the water and racing shall be suspended.

Anti-social Behaviour:

A serious public disorder or violent behaviour shall be reported to Race Control immediately. If necessary, racing shall be suspended, and the Gardai shall be called.

Terrorist Threat:

Any news that could be deemed a serious threat to life should be reported to the Gardai immediately. Evacuation of any area believed to be in threat shall be organised in the first instance by Regatta officials.

EMERGENCY RADIO PROCEDURES

Emergency radio messages should be given slowly, clearly and repeated once. When other radio users hear the words "**ALL USERS, RESCUE, RESCUE, RESCUE**" radio silence **MUST** be adhered to. Start with the words "**ALL USERS, RESCUE, RESCUE, RESCUE**" followed by location, type of incident, numbers in the water, if any crew are trapped or are all crew clear. Followed by responding launches and required assistance. The message should be repeated and ended with the word "**OVER**", **only the emergency assistance required to attend the location should reply and then the Safety Adviser should acknowledge the emergency call.**

It is important not to overwhelm the responding crews with messages as they will have their hands full with the actual rescue.

Emergency Radio Message for on the water emergencies "Example Message"

EMERGENCY SERVICE ACCESS

Example

All Users

"RESCUE, RESCUE, RESCUE, 1ST SET OF TURNING BUOYS, ROWER INJURED, RESCUE LAUNCH REQUIRED HAVE MEDICAL ON STANDBY FOR FURTHER INSTRUCTIONS

I repeat

"RESCUE, RESCUE, RESCUE, 1ST SET OF TURNING BUOYS, ROWER INJURED, RESCUE LAUNCH REQUIRED HAVE MEDICAL ON STANDBY FOR FURTHER INSTRUCTIONS

OVER

Emergency vehicle access to the national rowing centre area is via the main gates, the emergency services will be met by the security person at the gate and directed to the location of the incident. It is very important that the access road from this main gate down to the national rowing centre is kept clear and free of obstructions at all times including two hours before the regatta, during the regatta and for a reasonable time after the regatta.

If parked vehicles are causing an obstruction it will be announced once over the public PA system and if the vehicle causing the obstruction is not moved in a reasonable amount of time, the vehicle will be removed by the regatta organisers. The regatta organisers will use a local Rowing Ireland, car removal service to remove the vehicle and all cost incurred will have to be paid by the vehicle owner. Rowing Ireland Coastal and the National Rowing Centre except no responsibility for damage caused to vehicles parked in such a way as to cause an obstruction to emergency vehicle access.

Major Incident Plan

If a major incident occurs then the Event Medical Controller contacts the Regional Ambulance Control to inform them that a major incident has occurred using the ETHANE format:

E – Exact location [GPS if available]

T - Type of incident

H – Hazards present and potential

A – Access to the location of the incident and the egress route

N – Number and severity of casualties

E – Emergency services present and required at the scene

When the details of a serious incident are identified the event medical officer in conjunction with the Health Service Executive Liaison Person will decide the level of response. If the event can be managed by the mobilization of additional HSE resources the Health Service Executive Liaison person will contact Regional Ambulance Control.

In the event a Major Incident on the site is escalated to a Major Emergency all event medical services/ provider will work under the direction of the National Ambulance

Service Controller of Operations.

If the incident is such that a Major Emergency needs to be declared and the emergency is beyond the normal capacity of the HSE, the Health Service Executive Liaison Officer will activate the Major Emergency Plan (MEP) by contacting Regional Ambulance Control using the ETHANE format.

EIRCODE: P31 K704

GPS CO-ORDINATES: 51°53'36.1"N 8°45'34.7"W

Incident Reporting

The Safety Officer will maintain a register of all reported incidents where safety is concerned. All such incidents will be investigated in order to identify hazards to be managed in future regattas. All regatta officials will be instructed to report all incidents to the Safety Officer. All accidents and incidents will be reported to the Rowing Ireland Safety Advisory Committee IROW Safe online reporting system

Emergency Contacts

Emergency numbers: 999 or 112

Cork University Hospital: 021 4546400

Coachford Gardai: 021 7334002

EIRCODE: P31 K704

GPS CO-ORDINATES: 51°53'36.1"N 8°45'34.7"W

FEEDBACK

If you have any comments that may help us improve the plan for future events, then please let us know via Rowing Ireland Coastal.

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