



SAFETY PLAN

The following procedures and arrangements have been drawn up to meet the Cornish Pilot Gig Associations guidelines for Safety. It is the responsibility of the clubs committee to ensure these are implemented. In addition other named club members have specific safety responsibilities and all club members have a duty for their own safety and of those around them.

BOAT CUSTODIAN

Responsible for ensuring all boats and boating equipment owned or used by the club is maintained in a safe and usable condition and in particular:

1. The following equipment to be provided in the boats.
 - A) Supply of replacement pins.
 - B) Towline and bailer.
 - C) Sound Signaling Warning device and radio.
 - D) 15 metre grab line.
2. Maintain a procedure for safety inspection of all boats and equipment including a method for "quarantining" unsafe items.
3. Ensure an adequate number of serviceable life jackets (conforming to BS3595) are provided.
4. Authorise those individuals who are allowed to tow the boats on the club trailers.
5. Ensure boat trailers are maintained in a road-worthiness condition.

CLUB SAFETY OFFICER

Responsible for ensuring the committee is made aware of all relevant safety guidance issued by the CPGA or other relevant sources. Advise the committee on how to best implement safety measures. Issue any safety updates/awareness at committee meetings. Ensure all boat maintenance is recorded and safety bags are allocated to each boat, containing:

- A) Thermal exposure blankets x 6
- B) First aid kit
- C) Sharp knife and sheath.
- D) Flare
- E) Survival bag
- F) Glucose tablets/gel
- G) Radio call cards
- H) Map of river

FIRST AIDERS

Club First Aiders must hold a valid HSE First Aid Certificate. They should give assistance to all club members and others that they see fit to. All accidents and first aid given must be reported to the club Safety Officer. They are also responsible for ensuring that the club Safety Officer keeps the first aid kits maintained. Club First Aid kit and spare stock kept in secured locker in Seagate car park.

EDUCATION

All new rowers to the club must receive proper instruction on watermanship and rowing techniques including man overboard and accident drills. New rowers must attend a minimum of 3 novice rows before being allocated to a crew. Juniors, must at all times wear a life jacket, this includes the coxswain and crew organiser. If a junior is in a mixed boat they must wear a lifejacket and the coxswain.

MEMBERSHIP

To ensure all members and new members have completed a medical form. Any person in any doubt about their physical ability to row, whatever their illness, must first contact their GP.

ACCIDENT LOG

Any accident must be reported to the Safety Officer, who will then follow up the said incident. A detailed log of any accident to be kept by the club for future reference and initiate any additional training if required.

COXWAINS

All coxswains must be appointed and trained from within the club. Their safety responsibilities include:

1. Coaching safe rowing techniques, safety procedures and rowing commands, in line with CPGA course guidelines.
2. The safety of their crew at all times, whilst handling or rowing the boat and ensuring rowers follow club safety rules.
3. Be familiar with the capsize procedure.
4. Ensure crews appear fit to row and are suitably dressed for the weather conditions, in particular young or inexperienced rowers.
5. Wearing of life jackets at all times for junior rowers.
6. Report all accidents/near misses to the Safety Officer.
7. Avoid rowing at dusk or in adverse weather/water conditions. (The coxswain will decide when rowing is prohibited).
8. Coxwains shall be in good health with adequate vision and hearing, also able to swim well (non swimmers shall wear life jackets)
9. Be aware of the dangers and symptoms of hypothermia and sunstroke, coxes should ideally have life saving/resuscitation skills/certificates.
10. Ensure they have good voice projection and radio equipment is in good working order.
11. Check the boat is in working order before taking to the water, including:
 - A) Checking for leaks.
 - B) Checking the bung is in and secure.
 - C) Inspect boat structure, ie blades and pins, seats and stretchers, rudder operation.



SAFETY PLAN

12. Coxing the boat in training or race conditions requires the following precautions:
- A) Knowing and using recognised crew commands and understanding recognised signals that may be used by other water users.
 - B) Observing safety rules applicable to the water rowed, eg, rights of way.
 - C) On unfamiliar water become aware of local hazards or special water traffic rules.
 - D) Be aware of rescue procedures.
 - E) Be observant to floating hazards and swimmers.
 - F) Coxswains MUST ensure they have a Safety Bag in the boat containing all the relevant equipment and information while rowing.

ROWER SAFETY RESPONSIBILITIES

- a. To complete club medical fitness form.
- b. To understand and follow the coxswain's instructions at all times when rowing.
- c. To ensure they are "fit" to row and appropriately dressed before taking to the water.
- d. To enter and leave the boat safely.
- e. Ensure they are aware of the correct procedure when manoeuvring the boat from the carpark to the slip and vice versa.
- f. Boats are stored away safely (on a trailer where appropriate) and left in a tidy condition, including the removal of any clothing, empty water bottles etc.

MAN OVERBOARD PROCEDURE.

Safety Officer to ensure 'Man Overboard Procedure' is carried out annually. All crew members must be aware of this procedure and be able to perform this duty should the occasion arise.

SAFETY BOAT

Safety boat/s should be made available by the club when hosting events. This raises the need for competent driving and the safety of those onboard the safety boat. To take an engine-powered boat out in open water without the correct tuition/training is to put the driver, passengers and other water users at risk. The Royal Yachting Association (RYC) holds courses in handling powered boats and issues certificates of competence. It is **STRONGLY RECOMMENDED** that no-one should take out an engine-powered boat without first having taken a course of instruction.

Safety boats shall carry the following safety aids:

- A) A bailer
- B) A klaxon horn, or similar to cover distances of at least 200 metres.
- C) A grab line, at least 15 metres long.
- D) Thermal exposure blankets.
- E) Life buoys/life jackets. Essential as there may be several people in the water and only one person at a time can be rescued.
- F) A basic first aid kit.
- G) A sharp knife with sheath.
- H) An oar.
- I) Engine cut-out, lanyard device.
- J) An anchor and line.
- K) Life jackets. To be worn by driver and passengers.

RACES/EVENTS HOSTED BY THE CLUB

All coxswains will be made aware of the following:

- A) Local water traffic rules and any hazards they may incur.
- B) A plan of the course to be rowed, outlining any buoys.
- C) Telephone numbers of the Police, Ambulance and Fire services to be prominently displayed, along with the location of the nearest telephone.
- D) Notices should be prominently displayed of the event and its course, so other water users are aware and can avoid specific areas of the water.

Emergency Action Plan (EAP)

The Safety Officer will ensure all members are aware of the Club's EAP, which is delivered through Man Overboard Procedure, having relevant information available in each boat's safety bag and who to contact within the club.

Matthew Cox
APGC Safety Officer