**Boston Head**

**2020**



**Risk Assessment**

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|  | **Risk Estimator - Row Safe Guide Modification of the British Standard 8800 2004** |   |   |
|  |   |   |   |
|  |   | **Severity of Harm** |   |
| **Likelihood of Harm** | Slight Harm | Moderate Harm | Extreme harm |
| Very unlikely | **Very low risk** | **Low risk** | **Low risk** |
| Unlikely | **Low risk** | **Medium risk** | **Medium Risk** |
| LIkely | **Medium risk** | **Medium risk** | **High Risk** |
| Very likely | **Medium risk** | **High risk** | **Very high risk** |
|  |   |   |   |
|  |   |   |   |
| **Category of risk** |   | **Evaluation of acceptability** |   |
| **Very low risk** | Acceptable |   |   |
| **Low risk** | Risks should be reduced so that they are acceptable if reasonably practical to do so. |   |   |
| **Medium Risk** |   |   |   |
| **High Risk** |   |   |   |
| **Very high risk** | Unacceptable |   |   |
| **Risk Level** | **Acceptability; guidance on necessary action and timescale** |   |   |
| **Very low risk** | Risks in this category are considered acceptable. No further measures should be taken other than to ensure that the controls are maintained. |   |
| **Low risk** | No additional controls are required unless these can be implemented easily (in terms of time, money and effort).Actions which will further reduce these risks are given low priority. Ensure that all controls are maintained. |   |
| **Medium Risk** | It should be considered whether the risks can be lowered to an acceptable level. However, the costs and additional risk of reduction measures should be taken in to account. The risk reduction measures should be implemented within a defined time period.Ensure that all controls are maintained, particularly if the risk levels are associated with harmful consequences. |   |
| **High Risk** | Substantial efforts should be made to reduce the risk. Risk reduction measures should be put in place immediately within a defined time period and it may be necessary to consider suspending or restricting the activity until this has been completed.Considerable resources may have to be allocated to any additional control measures.Ensure that all controls are maintained, particularly if the risk levels are associated with very harmful or extremely harmful consequences. |   |
| **Very high risk** | These risks are unacceptable. Substantial improvements to risk control are necessary in order to reduce the riskto a tolerable or acceptable level.The activity should be suspended until risk controls are implemented that will reduce the risk to an acceptable level. If this is not possible then the activity should remain prohibited. |   |
|  | Note: Where the risk is associated with extremely harmful consequences, further assessment is necessary to increase confidence in the actual likelihood of harm. |   |

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| **POTENTIAL HAZARD** | **PERSONS AT RISK** | **PROBABILITY VU/U/L/VL**  | **SEVERITY S / M /E** | **RISK LEVEL** | **PLANNED ACTION TO CONTROL HAZARD TO AN ACCEPTABLE LEVEL** |
| **PRE RACE** |
| **Police and local A & E not aware of potential numbers of people participating in Head Race and potential for traffic congestion and incidents requiring A & E attention** |  CompetitorsSpectators |  Very Unlikely |  Slight harm |  Low Risk | NotificationAll River Authorities, Emergency Services & Clubs that use the River Witham informed of the event. |
| **Officials cannot alert race control of accidents on the water or call upon safety launches to assist in recovery of casualties** |  CompetitorsOfficials |  Unlikely |  Moderate harm |  Medium Risk | Communication Systems, Safety Equipment and Safety Launches to be tested the week prior to the event & on the day prior to racing. All launches carrying safety equipment as per the current Row Safe Good Practice Guide, chapter 2.4.All launches to be checked on the day for damage and to be fully inflated. |
| **Dangerous items of refuse or other detritus and debris deposited in water along the course** | Officials | Very likely | Moderateharm | High Risk | Inspect full course and remove floating debris plus overhanging branches. |
| **Potential for accidents and incidents along the course****Inadequate safety cover as competitors start to boat to row to start** | OfficialsSafetyCompetitorsCompetitors | LikelyUnlikely | ModerateharmModerate | MediumRiskMedium Risk | Course safety measures, including but not exhaustive:-All competitors to be briefed via an email sent to club representatives, advising of course, expected conditions & marked hazards. Marshals, monitors & launch drivers to attend safety meeting prior to racing. All officials to be in position in adequate time with safety equipment & written instructions.All officials in place |
| **WEATHER AND ENVIRONMENTAL CONDITIONS** |
| **Difficult weather or water conditions** | Officials &Competitors | Likely | Moderate Harm | MediumRisk | Observation of local Weather Authorities forecasts will be carried out the week prior to the event, with a decision made on the day to run or cancel the event. A higher level of competence may be required in order to compete. Where necessary, a division start may be cancelled or delayed. |
| **Severe storm, thunder and lightening**  | Officials &Competitors | Very Unlikely | Extreme Harm | Low Risk | Use the 30/30 rule to delay or cancel as advised in the current Row Safe Good Safety guide. |
| **Icy Conditions** | OfficialsCompetitorsSpectators | Likely | Extreme Harm | High Risk | All pathways to be treated with salt and sand prior to event with additional grit made available to visiting competitors.  |
| **Sludge on steps and tow path.**  | OfficialsCompetitorsSpectators | Very Likely | Extreme Harm | Highrisk | Clean steps and staging’s using appropriate equipment. |
| **Water borne diseases** | OfficialsCompetitors | Unlikely | Moderate Harm | MediumRisk | Cover all broken skin with dressings and seek first aid. |
| **Low water restricting width of river** | OfficialsCompetitors | Unlikely | Moderateharm | Low Risk | Race controller to review entry numbers to reduce the size of entry. |
| **Fog** | Officials Competitors | Likely | Moderateharm | High Risk | Race controller to decide if race safe to continue with regard to density and visibility. Division start may be delayed or cancelled. |
| **MOTOR LAUNCH AND MOTOR MOVEMENT** |
| **Movement of launch to water** | Officials Competitors | Unlikely | Moderateharm | MediumRisk | Sufficient personnel using the appropriate lifting technique. Ensure clear access to steps and river. Launch to be affixed to anchor points on the stages. |
| **Attaching engine to launch and petrol tank to engine.** | Officials | Unlikely | Moderateharm | MediumRisk | Ensure petrol tank is not damaged and fill prior to attachment of engine.Two people to hold the Launch with another to control the engine. Two persons to pass the engine to the person in boat.Engine to be affixed on backboard of launch securing bolts. |
| **Losing control of launch** | Officials Competitors | Unlikely | Extreme Harm | mediumRisk | Launches to be driven by experienced driver for conditions likely to be encountered & accompanied by one other person in the launch while on water.Use of all safety devices. |
| **Personal safety clothing, Hypothermia** | Officials  | Very unlikely | Moderate Harm | Low Risk  | Safety officials only allowed to go afloat with sufficient clothing for all potential weather conditions.Maintain regular radio contact and check-ups with those in launches.  |
| **TRANSPORTATION OF BOATS BY MECHANICAL MEANS** |
| **Unsuitable equipment** | Officials Competitors | Unlikely | Moderate Harm | MediumRisk | All clubs must supply properly and regularly maintained equipment for their members, following British Rowing guidelines, which is safe and adequate for their members. Random checks as well as visual checks will be taken out. |
| **Competitors clothing** | Competitors | Likely | Extreme Harm | High risk | Competitors must dress suitably for the weather conditions, it is the responsibility of the individual to ensure they are adequately dressed.  |
| **Capsize during embarking from steps** | Competitors | Likely | Moderate Harm | Medium Risk | Ensure all boats are held on steps by at least one person. Ensure oars are fitted correctly in place with gates locked.Step marshal’s and safety launches in place. |
| **Competitors in the water (at all stages)** | Competitors | Likely | Moderate Harm | Medium Risk | Under British Rowing guidelines all competitors must be competent swimmers or wear a PFD. Coxswains must wear life jackets that confirm to EN standards, and carry CE mark of approval. Coxswains in a bow loader must wear manually operated life jackets. All monitors issued with throw bags & radios to alert all areas of course. Safety launches positioned strategically along the course.Coxswains must not wear Wellington Boots during racing |
| **PROCEEDING TO THE START/START AREA** |
| **Capsize proceeding to start area/at start area** | Competitors | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout its length with safety launches. Vehicle access points identified with hot spots. All chief officials to be informed. |
| **Collisions between competitor boats** | Competitors | Likely | Extreme Harm | High Risk | Crews informed of navigation rules. Course monitored throughout its length. Safety launches placed along course. Crews not allowed to row down the course once reached the start prior to the start, unless instructed by marshals to do so, who should then inform the race controller. |
| **Collisions with boats other than those taking part in the Head Race** | Competitors & Public | Unlikely | Moderate Harm | Medium Risk | Crews informed of navigation rules. All monitors & safety launches informed of other river traffic on course. Other river users to be informed prior to race day outlining the timetable of the day. Race controller to be informed. |
| **All officials in place** | Competitors | Unlikely | Extreme Harm | Medium Risk | All marshal’s, monitors, launch drivers to report to race controller stating they are in position and viewed river conditions. |
| **RACING** |
| **Incident causing blockage of racing course** | Officials Competitors Public | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout with radio communication to race controller, who can halt racing through the monitors and safety launches. |
| **Incident through sudden difficult weather of water conditions** | Officials Competitors Spectators | Likely | Moderate Risk | High Risk | Weather and water condition assessed and either restrict competitors to higher levels of competence or cancel. Contact between all areas of the course. |
| **Collision with commercial passenger boat during race** | Officials Competitors | Unlikely | Moderate Rise | Medium Risk | Negotiation with proprietor to avoid travelling on course during the short period when the crews are racing. Race controller to be informed. |
| **Collisions between racing crews** | Competitors | Likely | Slight Harm | Medium Risk | Monitor & safety launch presence increased at difficult bends to give warnings, course maps given to crews prior to event, buoys placed if necessary. |
| **Capsize during the race** | Officials Competitors | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout length. Safety launches positioned along course, vehicle access points & hot spots identified. All officials and monitors in radio contact |
| **Crews not completing race due to damage of boat or competitors.** | Competitors | Unlikely | Extreme Harm | MediumRisk | Sweeper launch to follow last competitors through the finish. Competitors to pull into the correct side of the river as directed by safety marshals and the course information sent prior to the race. |
| **RACE FINISH** |
| **Capsize at the finish area** | Officials Competitors | Unlikely | Moderate Harm | Medium Risk | Finish marshals in place with first aid close-by & safety launch in place. |
| **Collisions/contact between finished crews and racing crews** | Competitors | Likely | Slight Harm | MediumRisk | Finish marshal’s in place to control boats. Crews not allowed to row back down the course. Finishing circulation patterns to be observed as per finishing area map.  |
| **Collision between competitors travelling in opposite directions** | Competitors | Unlikely | Moderateharm | MediumRisk | Crews informed of navigation rules. Crews monitored by marshals when returning to the landing stages after racing, who will enforce the circulation pattern. |
| **Collisions with commercial passenger boats** | Officials Competitors Public | Unlikely | Moderateharm | MediumRisk | Negotiation with proprietor to avoid travelling on finish area. |
| **Fatigue most likely at event end within 400 m of Grand Sluice** | Competitors | Likely | Moderate | Medium | Position safety boat between end of course and Grand Sluice to warn rowers to turn whilst in safe distance from the Sluice particularly if the Sluice gates are open and there is a fast stream. |
| **Collapse of athlete caused by state of health eg asthmatic attack, exhaustion, dehydration.** | Competitors | Unlikely | Moderate | Medium | Call local medical help. Lincolnshire LIVES in attendance. Phone numbers on notice board - 999 or Pilgrim Hospital. Safety Advisor to be informed to ensure emergency services contacted. |
| **Anti-social behaviour from local or other people** | Officials Competitors Public | Unlikely | Moderate | Medium | The race controller to be notified who will immediately call the Police and consider whether the race is to be interrupted or cancelled. |
|  **LANDING ON STEPS** |
| **Capsize during disembarkation from steps** | Officials Competitors | Unlikely | Moderate Harm | Medium Risk | Ensure boat is held on steps by at least one person. First Aid close by – Lincolnshire LIVES |
| **BOAT HANDLING** |
| **Transporting Boats from water, to boat area. Manual handling** | OfficialsCompetitorsPublic | Likely | Moderateharm | MediumRisk | Ensure sufficient personnel to move boat safely.Lift boat using Kinetic Technique. Ensure clear walkway clear from trip hazards. Walk with boats, no running. Marshals to be deployed at steps to control area with signs directing boats if appropriate. |
| **Incorrectly dissemble causing damage or harm** | Officials Competitors | Very Unlikely | Moderateharm | Low Risk | Use correct tools and an experienced person to check the boat after it has been dissembled. A clear area is to be maintained.  |
| **Loading boats onto trailers and cars** | Officials Competitors | Likely | Extreme Harm | High Risk | Safe area to be established (which does not block rights of way). Trailers to be made secure and stable. Sufficient number of people to handle the unloading safely. A look out used to ensure a clear zone. Area to be kept clear from trip hazards.  |
| **Blocking of public roads and car parks** | Officials Competitors Spectators Public | Likely | Slight Harm | MediumRisk | Trailers to remain in trailer area. Marshals to monitor and keep cycle path clear, pre-race information to state designated parking areas for each club.  |
| **Attaching trailer to towing vehicle causing harm** | Officials Competitors | Unlikely | Moderateharm | MediumRisk | Towing vehicle to be made safe, only experienced person to couple towing vehicle and use sufficient persons to move trailer. |
| **Injury from moving vehicles** | Officials Competitors Public | Unlikely | Extreme Harm | Moderateharm | Vehicle lights to be illuminated and hazard warning lights used.Vehicle to be escorted at walking pace to main road. All escorts to wear high-vis clothing. Must be controlled by a look out.  |
| **Motor Launch Return** |   |   |   |   |   |
| **Detaching and movement of petrol tank from engine and detaching engine from launch** | Officials | Unlikely | Moderateharm | MediumRisk | Ensure petrol tank is not damaged, that engine is switched off & isolated. Remove connector from engine. Remove petrol tank from launch and place in a secure petrol store.Two people to hold the Launch with another controlling the engine in the launch. Two peoples to receive the engine from persons in boat. Engine to be affixed to engine trolley with retaining bolts. Report damages and defects. |
| **Motor launch movement from water to boathouse** | Officials & Competitors | Unlikely | Moderateharm | MediumRisk | Ensure sufficient number of people to move boat safely. Lift boat using Kinetic Technique. Ensure clear walkway clear from trip hazards. Report any damage or defects. |
| **Hypothermia** |   |   |   |   |   |
| **Hypothermia (non-immersion)** | Competitors | Unlikely | Extreme Harm | MediumRisk | Competitors to be appropriately dressed for the conditions. Competitors considered at risk to be withdrawn from event. |
| **Event organisers, officials, marshals and launch drivers** | Officials | Unlikely | Extreme Harm | MediumRisk | All persons to be adequately dressed for conditions. Regular radio contact to be maintained and warm areas to be used.  |
| **RACE OFFICIALS, MARSHALLS AND VOLUNTEERS** |
| **Loss of personnel** | Officials &Competitors | Unlikely | Extreme Harm | MediumRisk | All officials to carry a mobile phone with phone number given to race coordinators. All officials to carry a two-way radio system. A deployment chart to be utilised by the Safety Advisor. |