

WEYBRIDGE ROWING CLUB



SAFETY BROCHURE

March 2017



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SAFETY PLAN

Declaration

Weybridge Rowing Club is committed to keeping members safe when on the water and during land-based training activities. We endeavour to meet this commitment by following 'Row Safe: A Guide to Good Practice in Rowing' and having a clearly communicated policy that is understood by members, coaches, supervisors and others in positions of responsibility.

Certificates of Competency and Watermanship (CoC and CoW)

Within a few weeks of joining all new members will be assessed for a **CoC** to test their knowledge and practical application of rowing safety. This will also ensure they have addressed their personal safety, know how to use the club's boats and blades safely and that they are aware of the club's Navigation Rules. **Competency will be assessed for rowers and for coxes.**

In normal conditions (white rowing state), experienced senior members who wish to boat unsupervised must have one member of the crew who has passed a **CoW**. Any senior member who wishes to boat unsupervised in a single scull will only be allowed to do so once they have been awarded a **CoW** in a single scull. The **CoW** will demonstrate their abilities to conduct an appropriate risk assessment before boating as well as their boat handling skills, their navigational knowledge of the stretch. Seniors who have not passed their **CoW** must either be in a boat with a member who has, be supervised by a member in an accompanying boat who has, or be supervised by a qualified Club Coach in the boat, on the bank or in a coaching launch.

Coxes must obtain specific coxing competencies in order to boat without a coach alongside.

Also in normal conditions (white rowing state), an authorised Club Coach or Authorised Adult must accompany junior rowers and scullers (those under 18 years old) either in the boat, on the bank or in a coaching launch. (N.B. bank and launch-based supervisors must carry a throw-line.) J16s-J18s can be awarded a **CoW** so that they can boat in yellow board conditions supervised by an adult with a **CoW** in the boat or in an accompanying boat.

The Club Captain will maintain and display the following lists:

- Members who hold a **CoW** (authorised Risk Assessors)
- Club Coaches (authorised Risk Assessors; some will also be Authorised Adults)
- Authorised Adults (have a **CoC**, further navigational knowledge, the ability to safely supervise juniors and are DBS cleared)

Swimming standards

All rowers, including beginners, must be in good health, be able to swim a minimum of 50 metres in light clothing and meet the British Rowing standards as described in the current BR Row Safe. By signing a Membership Application Form, and Junior Registration Form signed by a parent or guardian for those under 18, a new member is declaring that he or she can meet the minimum swimming standard. The Club Captain, Vice-Captains, a Club Coach or CWSA (Club Water Safety Adviser) will have the authority to prevent anyone from going afloat who they believe cannot meet the minimum standard.

Safety Checks (Ref. Row Safe Boats & Blades)

Before any outing is undertaken, equipment should be checked to ensure that it is in a safe condition and in working order, including but not limited to:

- Check for hull damage
- Check buoyancy compartments are sealed
- Check the bow ball is securely fixed
- Check heel restraints are secure and effective, and meet the requirements of the Rules of Racing
- Shoe fastenings able to be released easily with one hand
- Rudder lines/fin in good working order
- Riggers, gates, swivels, seats, runners, stretchers secure. No signs of cracking.
- Top nuts done up
- Appropriate crew weight
- Check blades are undamaged and buttons are secure

Safety Equipment

- **Lifejackets:** All coxswains must wear a lifejacket. (Note that auto-inflating life jackets are not to be worn in front-loading coxed boats). Special rower's lifejackets are also available for use by those who are nervous about capsizing or when a coach determines it is necessary based on a risk assessment of the conditions and the experience of the crew.
- **Safety/Coaching Launch:** Anyone using a launch is to wear a lifejacket and carry a mobile phone. A launch safety equipment bag must be carried in the boat. The engine 'kill-cord' must be attached to the launch driver. Launches can be manned by qualified juniors under the supervision of a Club Coach under white board conditions only. The Club Captain will maintain a list of members qualified to drive the club's launches. Launches are provided with a laminated list of emergency telephone numbers.
- **Hi-Viz** tops must be worn by all bowpersons/single scullers as the outermost layer of clothing at all times when afloat.

First aid / Emergency equipment

- **First aid boxes** are in the Clubhouse and Boathouse
- **Thermal blankets** are in the Clubhouse
- **Rescue lines/throw bags** are in the Boathouse
- **Lifebuoys** are in/on the Boathouse.
- **Lifejackets** are in the boathouse

Compliance with the Rules

Membership Application Forms are used to signal the acceptance by the individual of the rules laid down by Weybridge Rowing Club and British Rowing. Newcomers are to complete a Membership Application Form before first using Club equipment. They will be asked to consider joining after about four weeks of trying the sport.

Breaches of BR's Row Safe Guidelines

Notify the Club Water Safety Advisor, Club Captain, a Vice Captain or a member of the Committee if you believe that BR's Row Safe Guidelines have been breached. If appropriate the offender will be advised in writing and given a period for corrections.

Contacting the Environment Agency

A 24-hour EA answer phone giving details of prevailing stream conditions: 0845 988 1188, option 1, then 011131

EA District Navigation Offices during office hours (Shepperton to Sunbury): 03708 506506 and ask to be transferred to the required office

Flood warnings are posted at: <http://riverconditions.visitthames.co.uk/>

Emergency Telephone Numbers:

Surrey Police **101** or General Emergency **999**

St Peter's A&E Department **01932 722321**: Weybridge Church Street GPs/Walk-In **01932 853366**

Incidents and Equipment Damage

All rowing Incidents are to be reported on the British Rowing website:

<http://incidentreporting.britishrowing.org/>

(click on 'Submit New Incident Report'). A copy will automatically be sent to the Safety Adviser.

In addition, you may e-mail the details directly to the SA at :

safety@weybridgerowing.org.uk

All other non-rowing Incidents involving injury or damage to equipment are to be recorded without delay in the red book located in the club room.

RISK ASSESSMENT GUIDELINES (Boating)

It is the responsibility of anyone boating unsupervised or anyone supervising crews to perform a RISK ASSESSMENT. This must be based on: river state (particularly the state of the Shepperton weir stream – if not too sure then go and look), experience and strength of those boating, type of boat, strength and direction of the wind, temperature of the air and water, weather (including likelihood of lightning) and visibility. If there is any doubt about the wisdom of boating - DON'T. Those making the risk assessment **MUST** sign their crew out in the Boating Log Book.

Only members deemed qualified to make a Risk Assessment should change the rowing state warning boards.

RIVER STATE (EA boards)	ROWING STATE	GUIDELINES
WHITE	WHITE Top of the pontoon level with or below the height of the concrete.	Seniors with Certificate of Watermanship (CoW) may scull/row unsupervised.; others must be supervised by person with CoW (in boat, in accompanying boat or on bank) or by Club Coach Juniors (under 18) to be supervised by Coach/Authorised adult in same boat, or carrying throw bag either in coaching launch or on bank.
YELLOW	YELLOW Top of the pontoon above the concrete, but water level below the concrete. No more than 2 central sluices open on Shepperton weir (Flow rate likely to be <130m ³ /s at Walton)	ALL those boating to have passed their Certificate of Competency (CoC) Cox or steersman to hold CoW even if supervised. Seniors & Juniors: as for WHITE, but only experienced members should be considered strong enough to boat safely. J16/18s with CoW may boat supervised by adult with CoW in same or accompanying boat. Single scullers especially to carefully Risk Assess the weir pool; a minimum response should be to 'buddy' with another sculler or crew.
YELLOW	RED/YELLOW Water level below the concrete. More than two central sluices open on Shepperton weir (Flow rate likely to be >130m ³ /s at Walton)	All restrictions as for yellow above. Also no juniors may boat.
RED	RED Water level over concrete. lightning: fog (unable to see weirpool from steps)"	NO BOATING

NB: Wind Limits – All club rowing states

Wind 25mph+ with gust 40mph+ = club board status lifted by one

(eg: 28/gust 42 in 'White' conditions, 'White' becomes 'Yellow')

Wind 35mph+ = club 'Red' (regardless of EA board state)

NAVIGATION RULES

These rules have been agreed between the Safety Advisers of all rowing clubs on the Weybridge and Walton stretch of the Thames to help prevent accidents.

General Rules

- Boats from all clubs are to exercise caution at all times and take appropriate measures to avoid collisions.
- Boats steer on the right on the river, i.e. stay on the Surrey side going downstream and the Middlesex side coming upstream, such that boats pass stroke-side to stroke-side.
- Other river users are to be treated with consideration. It is suggested that at least 1.5 metres is left between blade ends and the bank or moored craft to allow canoeists to pass through if necessary.
- Always boat and land upstream.
- If a crew is on a collision course with you or another boat, SHOUT: "LOOK AHEAD" or "LOOK AHEAD SCULL / DOUBLE" (as appropriate).
- If you stop your boat, other rowers or river users may have to take action to avoid you. Stop only when it is safe to do so.
- No crew has the right to overtake. Only overtake when you are sure it is safe.
- Crews overtaking should move towards the centre of the river having first checked that the intended course is clear; those being overtaken should keep well in to the bank and warn the overtaking steersman of their presence if appropriate.

The numbered items below correspond to points on the river map pps16/17

- 1 D'Oyle Carte Island to be one way traffic, i.e. all rowing boats to pass the island on the Surrey side going downstream, Middlesex side going upstream. Be aware that other river traffic may not follow this rule.
- 2 The old river loop around Desborough Island may be navigated in both directions but some clubs have chosen to use the old river only when going upstream. Corners must not be cut and normal navigation rules should be followed to allow for other craft.
- 3 It has become regular practice for crews to rest below D'Oyle Carte Island and turn into the stream towards the Canoe Club before going downstream. It should be noted that safer places are against the Middlesex bank opposite D'Oyle Carte or just below Shepperton Lock. Crews choosing to rest opposite the Canoe Club and then turn into the stream on the Surrey side should do so with extreme caution: this could be dangerous as craft may be going downstream on the Surrey side of D'Oyle Carte Island.
- 4 Boats must not stop in the Desborough Channel in either direction if there are boats approaching from behind. All boats should proceed in single file except when overtaking. Any stopping should only be done under instruction from a coach on the bank.
- 5 Boats must not turn immediately below the bottom of Desborough Channel to return upstream. Turns should be made, if required, well below the channel below the public slip at the earliest.
- 6 Boats must not turn immediately upstream or downstream of any bridge.
- 7 On the Walton reach from Cowey Sale to Sunbury Weir boats must keep to the right of centre at all times and avoid the tendency to go down the middle.
- 8 Boats must not cut the corner when going downstream at the Sea Cadet Unit "Black Swan" bend or when proceeding upstream through Walton bridge.

- 9 Boats returning to St. George's College BC or Walton RC will continue past the clubs and turn at least 100 metres below the clubs, turning to the Middlesex side. They will then return upstream and "easy" before moving across to the clubs after checking it is safe to do so. Similarly, boats leaving either St. George's College BC or Walton RC will proceed upstream by crossing immediately to the Middlesex side, taking careful note of any boats coming downstream before doing so.
- 10 If boats want to go downstream from St. George's College BC or Walton RC they should ensure there are no boats coming downstream before turning.
- 11 Weybridge Rowing Club's boats shall use the stretch of water downstream from Shepperton Weir to the Canoe Club as a light paddling or warm up area only.
- 12 WLARC when boating do so upstream and turn at the mouth of the Wey Navigation to go downstream, approaching the weir with caution. WLARC boats when returning to the club shall lie up adjacent to the Yacht Club on the Middlesex side and move across to their steps at a 45 degree angle when it is safe to do so. They will give way to boats crossing the weir pool going downstream. WLARC use the water immediately in front of their clubhouse for the instruction of novice and junior scullers.
- 13 Thames Valley Skiff Club boat from their clubhouse between "The Anglers" and Walton RC. Boats should be cautious when approaching this area as skiffs are launched and recovered at right angles to the bank. Crews should also approach with caution in conditions of slack stream and/or easterly winds as skiffs tend to swing out and remain perpendicular to the bank.
- 14 During strong stream conditions, crews must not proceed into the Sunbury Lock Cut but must turn well upstream of the EA barges. Sunbury Lock Cut is not to be used for training purposes during lock operating hours (normally 0900-1700) or at any time during weekends. At other times, steersmen should keep well over to the Surrey bank going downstream and be prepared to stop to let upstream boats pass; they must allow upstream boats abreast of the weir to exit the Lock Cut before entering. Boats going upstream should check that the river is clear before they exit the Lock Cut so that they can use the middle of the river to avoid getting too close to the weir.

After Dark

- All boats must carry a white light visible through 360° (this is usually achieved by using two torches/bicycle lamps, one at the front and one at the back, each giving 180° cover).
- If you wish to row at night, you will need to provide your own lights. Hi-viz clothing must be worn.
- **Only** those with a **CoW** and crews accompanied by a Club Coach or Authorised Adult (either in the boat or on the bank) are permitted to go afloat after dark.

RISK ASSESSMENT (Weybridge - Walton)

The Hazards

These are covered sequentially going downstream from the club and include situations which are hazards when coming upstream. For each hazard there is guidance on Precautions and Actions to be taken. The degree of risk has been assessed assuming that the precautions have been taken by the crew/sculler.

Who is at risk?

Unless stated otherwise, the persons at risk are WRC crew members/scullers and crews/scullers in other boats on the river.

Who should give instructions?

Each crew must decide who should give instructions in an emergency and this should be clearly understood by all crewmembers before boating. Normally the cox or steersman should continue to give instructions if he/she is experienced. If not, then the Crew Captain must take charge. For junior crews the Authorised Adult or Club Coach accompanying the crew shall give the instructions.

Risk Level Estimator

Probability of Accidents	Severity of Outcome		
	Slightly harmful	Harmful	Extremely harmful
Highly Unlikely	Trivial Risk	Tolerable Risk	Moderate Risk
Unlikely	Tolerable Risk	Moderate Risk	Substantial Risk
Likely	Moderate Risk	Substantial Risk	Intolerable Risk

Risk Based Control Plan

Risk Level	Action and Timescale
1. Trivial	No action required.
2. Tolerable	No additional controls are required. Consideration may be given to a more effective solution or improvement.
3. Moderate	Efforts should be made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with harmful/serious consequences further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.
4. Substantial	The activity should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves activity already in progress, urgent action should be taken.
5. Intolerable	Activity should not be started or continued until the risk has been reduced. If it is not possible to reduce risk even with unlimited resources, activity has to remain prohibited.

Risks on the Weybridge to Walton Reach of the River Thames

Risk	Probability of Accidents HU/U/L	Severity SH/H/EH	Risk Level	Precautions and Actions
Collision between WRC boat leaving the landing	Unlikely	Slightly harmful	2. Tolerable	Steersman to always check upstream before leaving the landing stage.

Risk	Probability of Accidents HU/U/L	Severity SH/H/EH	Risk Level	Precautions and Actions
stage and a boat or cruiser coming downstream obscured by the bend and trees.				
The cross current from Shepperton Weir takes the WRC boat sideways into the WLARC bank, a moored boat or a crew coming upstream. This can occur at times of high water flow in the river.	Likely	Slightly harmful or <i>Harmful in fast river conditions</i>	3. Moderate 4. <i>Substantial</i>	In the Safety Information there are clear instructions on the precautions to be taken in the event of EA coloured River State boards. All members must be conversant with these rules. The Club Captain is in charge of changing the Rowing State board when the river state changes, this being delegated to Vice-Captains, Club Coaches or CWSA in his/her absence. (See also Notes 1, 2, 3). NO boating is permitted if the Red board is displayed.
Damage and injury resulting from collision between crews and between crews and fixed objects	Unlikely	Harmful	3. Moderate	<i>A crew should inspect bow balls, heel restraints and buoyancy compartments as a matter of regular routine.</i> All club members over the age of 18 must have been awarded a CoW before being allowed out on the river unsupervised. All juniors must be accompanied by a suitably qualified adult. The CoC indicates an awareness of hazards and knowledge of navigation rules as well as giving confidence to take appropriate actions in the event of capsizing. Action in the event of a collision: Generally crews should stay with their boat, which can provide some buoyancy and protection, and try to swim with it to the nearest bank. An assessment of any injuries should be carried out as a priority and assistance sought if necessary.
A strong stream sweeping a boat onto D'Oyly Carte Island	Unlikely <i>But Likely in strong stream conditions</i>	Slightly harmful	2. Tolerable 3. <i>Moderate</i>	The steersman should keep well to the Surrey bank past the Sailing Club when going downstream and be ready to apply firm pressure with stroke side. (See also Note 4.)
Collision with boats opposite the Elmbridge Canoe Club	Likely	Slightly harmful	3. Moderate	Because this is an area where rowing boats coming upstream cross from the Surrey side of Desborough Island to the Middlesex side of D'Oyly Carte Island, where boats may be turning around the head of Desborough

Risk	Probability of Accidents HU/U/L	Severity SH/H/EH	Risk Level	Precautions and Actions
				Island to go into or out of the old river, and where crews and canoes congregate before proceeding down the Cut, there is a risk of collision. Crews completing firm pieces up the Cut should therefore <i>wind down to light by the time they pass under the top cut bridge.</i>
Collision with or at Desborough Cut bridges	Likely	Slightly harmful	3. Moderate	The width of the river between the wooden piles under the bridges is narrow and increases the risk of a collision with boats coming from the opposite direction or with the piles. Steersman to keep strictly to the right when approaching a bridge from either direction and increase lookout for oncoming traffic.
Collision at Cowey Sale	Unlikely	Slightly harmful	2. Tolerable	Where the Cut and the old river meet at Cowey Sale there is an increased risk of collision. Steersmen must be vigilant at this point.
Collision at Walton Marina	Unlikely	Slightly harmful	2. Tolerable	When going downstream there is a risk of a collision with boats moored at the jetty and boats leaving the marina. Steersman must be vigilant at this point.
Collision at Shepperton Marina	Unlikely	Slightly harmful	2. Tolerable	Crews coming upstream that have finished the Walton straight and just steered around the bend next to TS Black Swan have the risk of a collision with boats leaving the marina. Steersmen must be vigilant at this point and be prepared to do an emergency stop.
Collision at the Anglers jetty and the Skiff Club	Unlikely	Slightly harmful	2. Tolerable	When going downstream there is a risk of a collision with boats moored at the jetty and with skiffs/punts around the Skiff Club. Steersman to be vigilant.
Crew being unable to avoid Tumbling Bay weir	Highly Unlikely	Extremely harmful	3. Moderate	Crews coming upstream must be aware that there can be an undertow towards the weir in strong stream conditions. Steersmen should steer towards the middle of the river when passing the weir in such conditions but check that it is clear of boats going downstream or give a warning shout. <i>Crews should avoid stopping or turning in the vicinity of the weir in order to avoid any congestion in this area. (See also Note 5.)</i>
Collision at Walton and St George's rowing clubs	Unlikely	Slightly harmful	2. Tolerable	When going downstream there is a risk of a collision with boats around the landing stages of the two clubs. Steersman must be vigilant at this point.
Crew being unable to avoid the Weir	Highly Unlikely	Extremely harmful	3. Moderate	Crews coming upstream must be aware that there can be an undertow towards the weir in strong stream conditions. Steersmen should

Risk	Probability of Accidents HU/U/L	Severity SH/H/EH	Risk Level	Precautions and Actions
above the barges				steer towards the middle of the river when passing the weir in such conditions but check that it is clear of boats going downstream or giving them a warning shout if necessary. <i>Crews should avoid stopping or turning in the vicinity of the weir in order to avoid any congestion in this area. (See also Note 5.)</i>
Collision at the EA Barges	Unlikely	Slightly harmful	2. Tolerable	The barges moored at the EA Depot on the Middlesex side of the river between Sunbury Weir and Walton RC are usually three abreast; this narrows the navigable channel. Steersmen should keep well in to the right and look out for any boats coming in the opposite direction at this point. <i>When the stream is strong, all crews are to turn well upstream of the barges.</i>
Crew being unable to avoid Sunbury Weir	Highly Unlikely	Extremely harmful	3. Moderate	In normal conditions, crews turning above or just below the barges have sufficient time to turn around safely well before the weir presents a risk. However, coaches, crew captains and adults supervising juniors should gauge the strength and competency of their crew and, if there is any doubt about their abilities, must turn the crew well above the barges. (See Note 5.)
Collision in Sunbury Lock Cut	Likely	Slightly harmful	3. Moderate	In this narrow channel there is risk of collision with cruisers going to or from the lock and with other rowing boats; visibility is also poor. Unless boats are using the lock the Cut is not to be used for training during lock operating hours (normally 0900-1700) or at weekends. Steersmen should keep well over to the Surrey bank going downstream and be prepared to stop to let boats pass. Boats going upstream should check that the river is clear before they exit the Lock Cut so that they can use the middle of the river to avoid getting too close to the weir.
Fog/low visibility	Likely	Harmful	4. Substantial	Thick fog should lead to a Red Board being displayed. A visit to Elmbridge Canoe Club and Cowey Sale to view conditions should be considered before boating. If in doubt, do not boat.
Lightning	Unlikely	Extremely harmful	4. Substantial	Due to the exposure of rowers on wide stretches of a conducting medium, it is considered unsafe to boat when there is thunder and lightning.

Footnotes:

1. If there is any doubt about the state of the river stream and the danger from crossing Shepperton Weir pool, the following actions should be considered:

- a) A boat already crossing the weirpool, in whichever direction, has priority over boats about to enter. This is particularly important in strong stream conditions where the crew of the boat already negotiating the weirpool may not have full control over their boat's direction of travel.
 - b) Go by land to the top of the cut and look at the level of the river at the concrete point of Desborough Island. If the water is level or above the concrete the WRC stretch is too dangerous to row on and the Red Board should be displayed at the club.
 - c) Go by land to WLARC to study the weir currents, note the number of sluice gates open, and check for collision risk with moored boats;
2. Suggested plans for crossing a strong weir pool downstream by boat type:
- VIIIIs: by keeping to the Surrey (WRC) side of the WRC stretch and by ordering bowside to pull the boat round (paddling firm) and stroke side to do no work, the cox should be able to navigate a competent VIII through a yellow-boarded weir stream.
- IVs and smaller boats: these should go round the weir pool anti-clockwise from the club straight until they reach a position between the Wey Navigation and the River Wey. They should then turn the boat so that it is aiming for the Environment Agency jetty so that as they proceed they are counteracting the stream pushing them towards WLARC.
3. Crossing the weir pool upstream:
- Boats should position themselves towards the Middlesex bank (next to the Environment Agency jetty) and the weir stream is best negotiated by allowing the boat to be taken by the current but rowing harder with stroke side blades at first and then bow side blades to keep the boat pointing towards the club straight.
4. Navigation around D'Oyly Carte Island:
- The rules agreed by local rowing clubs are for crews going downstream to keep to the right of the Surrey side of the Island and crews going upstream to keep to the right of the Middlesex side of the island.
5. Action if washed onto a weir:
- The person in charge of a boat capsizing close to a weir may consider that there is a risk of the boat being broken up by the weir. The crew may therefore be told to hold onto the weir structure rather than onto the breaking boat until a rescue can be effected.



Certificate of Competency

Weybridge Rowing Club has a duty to comply with the [British Rowing RowSafe code](#). The holder of this Certificate is deemed to be fully conversant with the Club's Safety Information, particularly with regard to their personal safety, the safe handling of club boats and navigation rules. (N.B. this allows the holder to boat in EA Yellow River State conditions as a member of a crew but not to conduct the Risk Assessment which can only be carried out by the holders of a Certificate of Watermanship.)

Name Age (if junior)

Category of Certificate: **rowing / coxing** (delete as applicable)

1. What to wear

2. Equipment

- Boat safety checks
- Reporting damage
- Use of ergos

3. Awareness of capsize procedures

4. Navigation

- Basic rules of the river
- Navigation and hazards on the stretch
- Other river users – who and where? How to warn them

5. Warning Boards – restrictions

6. Safety Equipment

- Lifejackets: location, how to wear them and who should wear them
- Location of First Aid boxes
- Location of throw lines and lifebuoys
- Location of thermal blankets
- Location of telephone for emergency aid

7. Incidents and accidents – how should these be reported?

8. Practical competencies

- Lifting, launching and recovering a boat
- Basic Watermanship – crew numbering, sides, correct blade capture, orders, emergency stop procedure, turning a boat

Signature of Assessor

Name of Assessor (capitals)

Date



Certificate of Watermanship Steering/Single Scull

Weybridge Rowing Club has a duty to comply with the British Rowing RowSafe code. Only members who have passed a Certificate of Watermanship are authorised to carry out a Risk Assessment on behalf of their crew as steersman, or for themselves if in a single scull, before boating. Any senior member who wishes to boat unsupervised in a single scull will only be allowed to do so once they have been awarded a Certificate of Watermanship. Any senior member who makes a risk assessment as cox, must have the Coxing Certificate of Watermanship.

Experienced J16-J18s can be awarded a Certificate of Watermanship but will still need to have a Risk Assessment conducted by a qualified adult.

Name **Age** (if junior)

Category of Certificate: **steersman / single** (delete as applicable)

1. Conducting a Risk Assessment

- EA River States and how to find them
- Water levels, flow rates and the link to the Club's Rowing State Guidelines
- Safe crossing of Shepperton weir pool
- Assessment of lightning, wind, fog and the light

2. Lifting, launching and recovering a boat

3. Control of the boat

Bow Steer

Adequate balance
Steering
Turning
Emergency stop
Participate in time trial or public race

Single

Adequate balance (single)
Steering (Single)
Turning (Single)
Emergency stop (Single)
Do time trial or public race (single)

4. Capsize drill

5. Navigation

- Rules of the river
- Club circulation pattern
- Awareness of all hazards on the stretch
- Procedure for rowing in the dark

7. Incident reporting

8. Actions in the event of injury

Signature of Assessor

Name of Assessor (capitals) **Date**



Certificate of Watermanship Cox

Weybridge Rowing Club has a duty to comply with the British Rowing RowSafe code. Only members who have passed a Certificate of Watermanship are authorised to carry out a Risk Assessment on behalf of their crew as cox and may cox a crew unsupervised. Where the cox is junior coxing adult crews, at least one adult in the crew must also hold a Certificate of Watermanship.

Experienced J16-J18s can be awarded a Certificate of Watermanship but will still need to have a Risk Assessment conducted by a qualified adult.

Name **Age** (if junior)

Category of Certificate: **coxing / tideway coxing** (delete as applicable)

1. Conducting a Risk Assessment

- EA River States and how to find them
- Water levels, flow rates and the link to the Club's Rowing State Guidelines
- Safe crossing of Shepperton weir pool
- Assessment of lightning, wind, fog and the light

2. Lifting, launching and recovering a boat

3. Control of the boat

Adequate balance

Steering

Turning

Emergency stop

4. Capsize drill

5. Navigation

Coxing CoW

Rules of the river

Club circulation pattern

Awareness of all hazards on the stretch

Procedure for rowing in the dark

Participate in time trial or public race

Tideway Coxing

Mandatory training complete

Navigation rules for tideway

Awareness of all hazards on the stretch

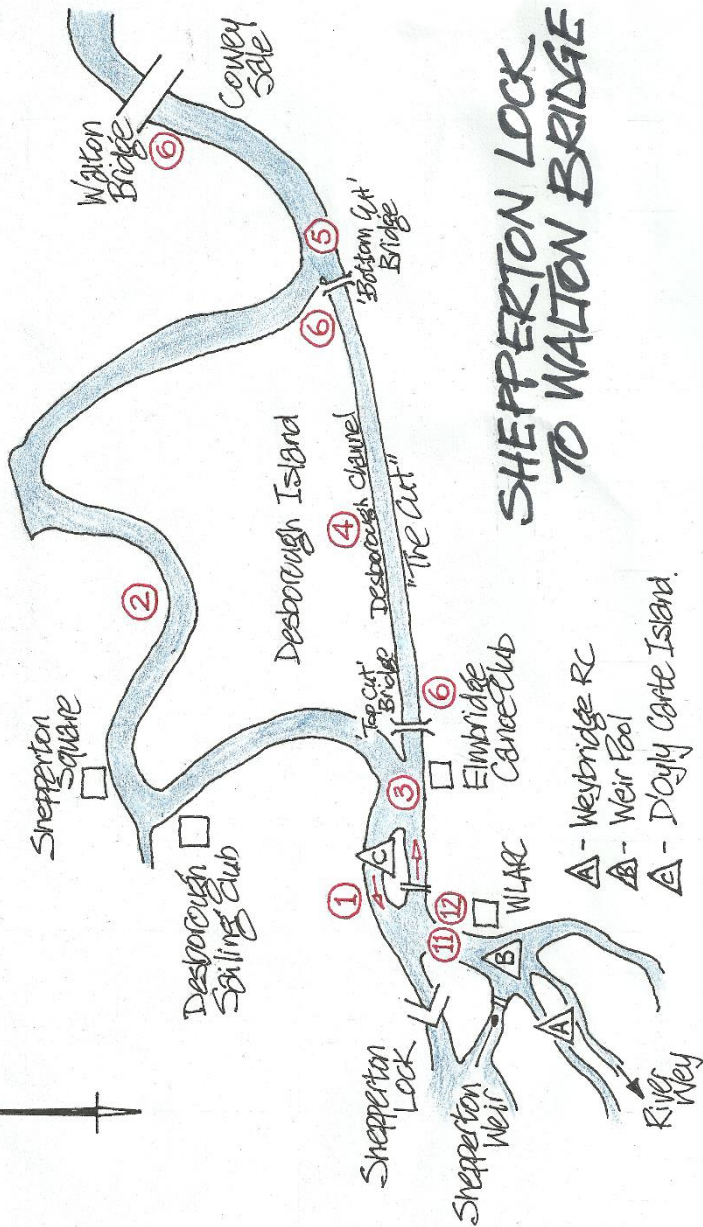
Tideway experience as cox /bow steer

6. Incident reporting

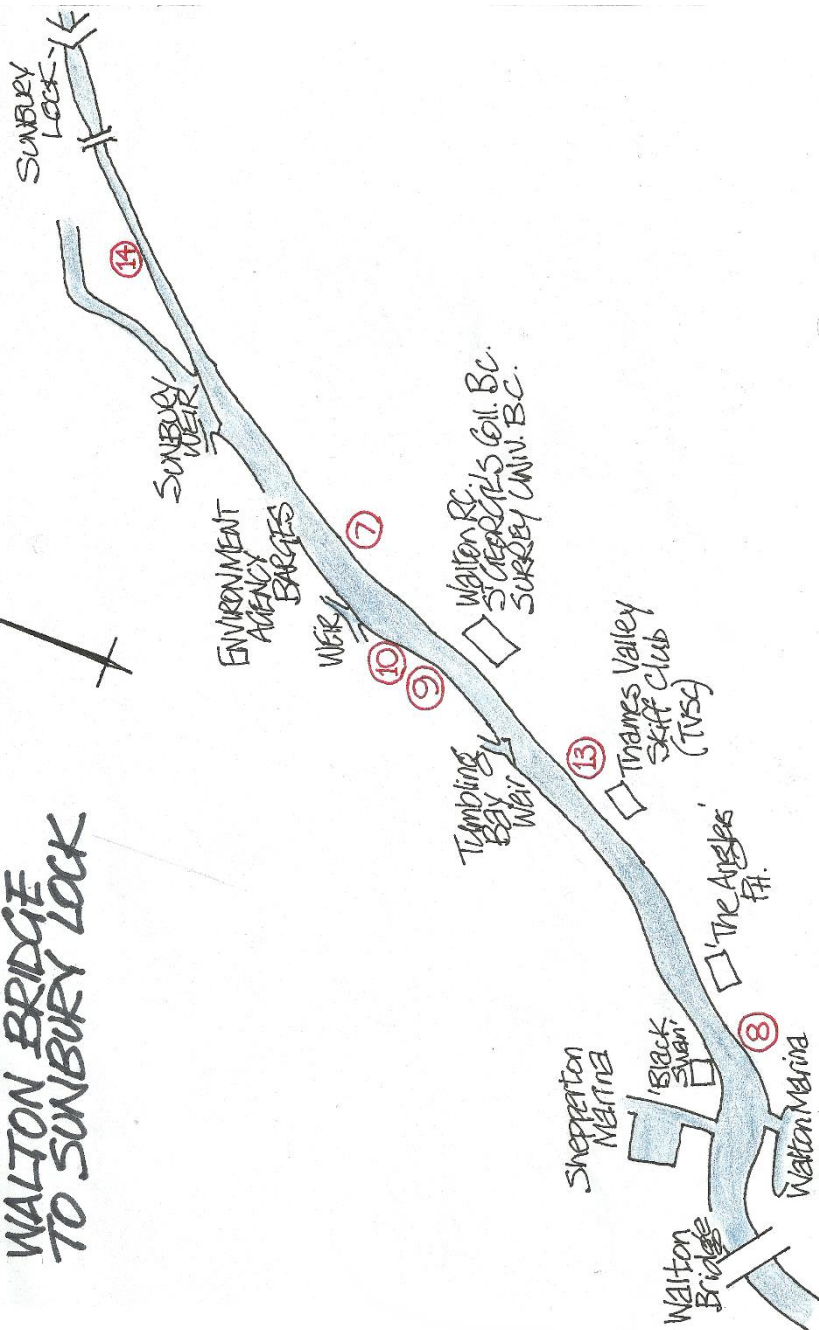
7. Actions in the event of injury

Signature of Assessor

Name of Assessor (capitals) **Date**



WALTON BRIDGE TO SUNBURY LOCK



APPENDIX 1: Essential rules for steering

Essential rules for coxes, steers persons and scullers. Walton & Weybridge Reach

The river is very busy, particularly on Saturday and Sunday mornings. You must exercise caution at all times, show consideration for other crews and take all necessary measures to avoid collisions. Note: You must not put yourself or other crews at risk when doing timed pieces – the rules below apply at ALL times.

Keep to the correct position on the river

- Keep to the right at all times (facing the direction of travel)
- Keep your blade ends approximately 2m from the bank when going upstream
- Keeping to the right-hand third of the river when going downstream

Overtake only when safe to do so

- Slower boats must keep close to the bank to allow overtaking
- Boats must overtake nearer the centre and only when it's clear.
- Boats must not overtake through the bridges.

Warn approaching crews

- Always shout "Look Ahead", "Ahead Four" etc. DO NOT assume the other boat has seen you, whether coached or not.

Stop and turn safely

- Only stop in safe places, where you are not obstructing other boats, and there is clear room to be overtaken.
- Boats must not turn around immediately upstream or downstream of any bridge.
- Only turn the boats around when clear to do so. Turning should position the boat immediately on the opposite side. Do not spin on the spot.
- Do not stop in the Desborough Cut if there are other boats around. Any unforeseen incidents should be reconciled quickly and paddle on.

APPENDIX 2: Competency Assessment sheets

CoC Assessment

What to wear	
Demonstrate appropriate clothing	
Equipment	
List the safety checks you need to do on a boat before boating.	
Name the parts of the oar and boat.	
Demonstrate knowledge of boat racking and oar racking locations.	
Describe how to report equipment damage	
Show how to rig/derig and how to tie boat to rack and trailer	
Clean boat after use, inside and out	
Ergo: row at 18 spm for 2 mins with correct position sequencing and ratio	
Clean ergo after use	
Set the monitor for measured sessions; time, distance, intervals	
Take down an ergo that has been stacked, and stack an ergo.	
Capsize	
Explain what to do in the event of a capsize	
Navigation	
Describe the basic navigation rules of the river and local hazards	
Describe your behaviour towards other river users and how to warn them.	
Safety Equipment	
Describe the location of safety eqt and how to use it	
Incidents and accidents	
How should these be reported	
Practical competencies	
Take a boat from the rack to water. Put it back	
Describe how to slow a boat	
Describe how to do an emergency stop	
Get in and out of a boat	
Use correct hand position for sculling. Can square and feather blades.	
Show familiarity and understanding of basic commands;	
Can verbally describe the sequence of a stroke.	
Demonstrate the "Safe position"	
Slow a boat speed to bring to gradual halt	
Execute an emergency stop at speed	
Turn a boat 360 deg using both hands	

CoW Assessment

Conducting a Risk Assessment	
Identify the safety guidelines/risk assessment notice in the boat club and describe how you would assess risk before going afloat.	
Describe how to cross Shepperton weir pool in stream, alone and with other crews about	
Explain use of the boating log book.	
Read a car number plate from 20 metres with eyewear used in boat	
Lifting, Launching and recovering a boat	
Demonstrate a working knowledge of the principal parts of the boat/sculls	
Make basic adjustments and perform simple maintenance tasks.	
Explain use of and show familiarity with the boat booking system	
Take the boat from the boat rack correctly manner and place in water.	
Control of the boat	
Embark, adjust correctly and pull away from the landing stage unaided.	
Demonstrate correct positioning and regular look out.	
Turn the boat 180° in its own length, clockwise and anti-clockwise	
Execute an emergency stop on a shout from the examiner (paddling light).	
Race in a public head or regatta or participate in a Club time trial as bow steer	
Control of the boat (single scull CoW only)	
Scull 10 consecutive strokes without sculls touching the water during the recovery (note if the boat is balanced and the blades skim the water once or twice this is acceptable; the test shows that the sculler balances the boat correctly rather than leaning on the water)	
Take 10 consecutive strokes square blade paddling	
After 3 hard strokes, sit in the "hands away position for 10 seconds without touching the water with sculls	
Capsize drill	
Have completed a capsize drill and swimming test as defined by BR	
Navigation	
Explain 'priority' when on the river and your primary responsibility	
Describe the navigation pattern directly in front of the club	
Demonstrate circulation pattern on the river. List the principal danger points.	
Describe danger points when there is stream, and identify specific precautions	
Describe the safety procedure for rowing in the dark	
Scull to Walton RC and back, observing the correct circulation pattern.	
Navigation	
Describe how to report a safety incident.	
Actions in event of injury	

CoW Coxing Assessment

Conducting a Risk Assessment	
Identify the safety guidelines/risk assessment notice in the boat club and describe how you would assess risk before going afloat.	
Describe how to cross Shepperton weir pool in stream, alone and with other crews about	
Explain use of the boating log book.	
Read a car number plate from 20 metres with eyewear used in boat	
Lifting, Launching and recovering a boat	
Demonstrate a working knowledge of the principal parts of the boat/sculls	
Make basic adjustments and perform simple maintenance tasks.	
Explain use of and show familiarity with the boat booking system	
Take the boat from the boat rack correctly manner and place in water.	
Control of the boat	
Embark, adjust correctly and pull away from the landing stage unaided.	
Demonstrate correct positioning and regular look out.	
Turn the boat 180° in its own length, clockwise and anti-clockwise	
Execute an emergency stop on a shout from the examiner (paddling light).	
Race in a public head or regatta or participate in a Club time trial as bow steer	
Control of the boat (single scull CoW only)	
Describe /demonstrate how to turn /manoeuvre a boat in normal conditions	
Describe/demonstrate effective steering and the use of the rudder	
Make appropriate and effective calls for <ul style="list-style-type: none"> i. Novice crews ii. Experienced crews 	
Maintain control and respect of crew at all times	
Describe how to identify common faults such as poor timing, rushing the slide and the main causes of poor balance.	
Spin the boat 180° anticlockwise, using no more than 5 strokes with each hand.	
Back the boat down in a straight line for 10 strokes and then stop the boat at a point defined by examiner	
Paddle firm and execute an emergency stop on a shout from the examiner.	
Come into landing on pontoon	
Capsize drill	
Have completed a capsize drill and swimming test as defined by BR	
Navigation	
Explain 'priority' when on the river and your primary responsibility	
Describe the navigation pattern directly in front of the club	
Demonstrate circulation pattern on the river. List the principal danger points.	
Describe danger points when there is stream, and identify specific	

precautions	
Describe the safety procedure for rowing in the dark	
Cox a crew to Walton RC and back, observing the correct circulation pattern.	
Demonstrate proper appreciation of cox's responsibilities pre-race in order to instil confidence; course landmarks, start and finish, marshalling requirements, pre-race briefing, race plan, use of raised hand	
Demonstrate understanding of using stream conditions	
Describe how to report a safety incident.	
Actions in event of injury	