

RBSC Risk Assessment

Updated March 2024, review due March 2025

HAZARD	RISK	CONTROL MEASURES in PLACE	RESPONSIBILITY
1. Accidents on the water	MEDIUM	Safety Boat cover is provided at all RYA Training and Club Racing Events. To ensure a rapid and co-ordinated response, VHF radios are to be used between shore and safety boats. Radios returned to charge in Race Hut after use.	Senior Instructor (RYA Training) OOD (Racing)
2. Man overboard	MEDIUM	Sailors should recognise the limitations of their experience and equipment and take precautions to ensure that the risks for them are not excessive. During RYA training courses students must follow the advice of the Senior Instructor in charge of the session.	Members are reminded to wear suitable clothing (wet or dry suits if required) and buoyancy aids in renewal information (e.g. Club Programme) and in notices at the club. (Membership Secretary/Sailing Secretary/Safety Officer to publicise.) OOD has authority to enforce precautions and control measures during racing. Senior Instructor responsible during training.

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<p>2.1. Cold Water Shock</p>	<p>MEDIUM</p>	<p>The key to surviving Cold Water Shock (CWS) is being alert to the symptoms and acting quickly to protect your airway and conserve your strength.</p> <p>Adequate clothing and a buoyancy aid will help you to survive long enough to be recovered. CWS is a danger in water below 15°C. When the body is suddenly immersed in cold water blood vessels contract, increases in heart rate and blood pressure may result in cardiac arrest even in people who are in good health. At the same time a “gasp” response may result in water being inhaled into the lungs and your breathing rate may increase by as much as tenfold. Float on your back for 1 minute to allow the shock response to reduce.</p> <ol style="list-style-type: none"> 1) All single-handed sailors are strongly advised to wear wetsuits or drysuits during the winter season. 2) All sailors are strongly advised to wear wetsuits or drysuits whenever a capsize is likely, especially during winter months. 3) A Safety Boat is available to members to assist sailors in the water as required. During organised events the Safety Boat is launched and manned. A second Safety Boat (green boat) should be on the water and ready to use in an emergency if needed during racing, particularly during the winter months and on windy days. 4) A close eye may need to be kept on the person after an incident in case of delayed symptoms. 	<p>Members to be aware of CWS and how to respond if suddenly immersed.</p> <p>Rescue boat crew, OOD and other club members to check on anyone who has entered cold water.</p> <p>If someone is recovered from the water, they may seem okay, but might be susceptible to secondary drowning where any water entering the lungs can cause a condition called pulmonary oedema. This can happen within 1 to 24 hours after an incident in the water.</p> <p>Symptoms to look out for are coughing, chest pain, troubled breathing, tiredness and irritability.</p> <p>Medical help to be obtained if there is any concern.</p> <p>OOD to ensure second Safety Boat is in the water if conditions indicate increased risk of capsizes.</p>
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2.2. Drowning	LOW	<p>1) Personal buoyancy aids, correctly fitted to be worn at all times both on the jetties and when afloat.</p> <p>2) Children, to wear well-fitted personal buoyancy aids when near or on the water. Under 5 years of age and non-swimmers at all times.</p> <p>3) Life ring, with heaving line sited outside the clubhouse.</p>	Members to follow club procedures.
2.3. Hypothermia	LOW	<p>Hypothermia happens over time as heat is conducted away from the body leading to a gradual decline in body core temperature and loss of swimming ability.</p> <p>1) All single-handed sailors are strongly advised to wear wetsuits or drysuits during the winter season.</p> <p>2) All sailors are strongly advised to wear wetsuits or drysuits whenever a capsize is likely, especially during winter months.</p> <p>3) A Safety Boat is available to members to assist sailors in the water as required. During organised events the Safety Boat is launched and manned. A second Safety Boat (green boat) should be on the water and ready to use in an emergency if needed during racing, particularly during the winter months and on windy days.</p> <p>4) Sailors to supply towels and dry clothes as necessary.</p> <p>5) Hot showers available.</p>	<p>Rescue boat crew, OOD and other club members to check on anyone who has entered cold water or is showing signs of hypothermia.</p> <p>Medical help to be obtained if there is any concern.</p> <p>OOD to ensure second Safety Boat is in the water if conditions indicate increased risk of capsizes.</p>

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<p>2.4. Capsize</p>	<p>HIGH – LOW (depending on wind conditions and type of dinghy sailed.)</p>	<p>1) Sailing alone (i.e. no other members at the Club) is strongly advised against. 2) Personal buoyancy aids, correctly fitted, should be worn at all times when afloat. 3) A Safety Boat is available to members to assist sailors in the water as required. During organised events the Safety Boat is launched and manned. A second Safety Boat (green boat) should be on the water and ready to use in an emergency if needed during racing, particularly during the winter months and on windy days. 4) Sailors are advised to practise righting their own boats. 5) Dinghy buoyancy should be checked annually. 6) Emergency Response Procedures in place.</p>	<p>Club Programme (sent annually upon renewal of membership) states “Members are advised NEVER to sail alone.” (Membership Secretary)</p> <p>Emergency Response Procedure regularly checked and updated. (Safety Officer)</p> <p>OOD to ensure second Safety Boat is in the water if conditions indicate increased risk of capsizes.</p>
<p>3. Entrapment</p>	<p>LOW</p>	<p>Because Rollesby Broad is shallow (maximum depth 8ft) the risk of a dinghy completely turning over is restricted to Optimists only. During RYA training courses mast head floats will be used to reduce the risk of inversion.</p> <p>When Safety Boat cover is provided, the helm and crew are available to assist with the righting of an inverted boat in the event of an entrapment. They can also help people trapped by the sheets or sails of a capsized dinghy.</p> <p>Safety Boat helm or crew must not put themselves at risk by going underneath a capsized dinghy. Help should be provided by righting a boat promptly in the normal way.</p> <p>All sailors have a duty to look for sailors in difficulty and go to their assistance if required and possible. This is particularly important if a sailor is not visible or free to move after capsizing.</p>	<p>Senior Instructor to monitor the use of mast head floats for each RYA training session.</p> <p>Sailors to keep alert to welfare of others and assist if required.</p>

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<p>4. Head injuries</p>	<p>MEDIUM - HIGH</p>	<p>Trainees to be taught that the boom and other parts of a sailing dinghy can present a risk of head injury, both when preparing the boat to sail and when sailing. Variable and gusty winds add to the risk of the boom swinging unexpectedly.</p> <p>Club boats for trainees will have padding on the boom to reduce the effect of an impact with the sailor. Beginner sailors in their own boat will be encouraged to have padding on the boom.</p> <p>Experienced sailors should consider the risk of head injury when sailing. Precautions may include the use of protective headgear.</p> <p>Head injury diagnosis and treatment chart in clubroom.</p>	<p>Pad boom of club boats to be used by trainees</p> <p>Instructor to remind trainees regularly about this risk</p> <p>Medical advice to be sought if injury is giving cause for concern.</p>
<p>5. Injuries Whilst Sailing</p>	<p>MEDIUM - LOW</p>	<ol style="list-style-type: none"> 1) The priority is to get the sailor ashore. First Aid can then be provided and professional medical help summoned if appropriate. 2) A Safety Boat is available to members to assist sailors in the water as required. (Note: During organised events the Safety Boat is manned.) 3) Emergency Response Procedures in place (See Clubhouse Noticeboard) 4) Defibrillator available in Clubhouse. Defibrillator available in Clubhouse. 5) First Aid Kit available in Clubhouse 	<p>On racing days and organised events; the OOD will take responsibility to see that first aid is carried out and emergency services contacted if required.</p> <p>On non-racing days; individuals at the Club will take responsibility.</p> <p>During RYA training courses the Senior Instructor is responsible.</p>
<p>6. Injuries Onshore</p>	<p>MEDIUM - LOW</p>	<ol style="list-style-type: none"> 1) Defibrillator available in clubhouse 2) First Aid Kit available in the Clubhouse 3) Emergency Response Procedures in place 	<p>OOD (Racing) Senior Instructor (RYA Training) Members</p>

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7. Slips and Falls on Jetties and Slipways	MEDIUM - LOW	<ol style="list-style-type: none"> 1) Running not allowed on jetties or slipways 2) Stiff brooms available for sweeping down the jetties and slipways 3) Regular cleaning. High pressure hose available. 4) Non-slip matting on slipways. 5) Gritting material available, to be used during icy conditions. 	
8. Racing Accidents	MEDIUM	<ol style="list-style-type: none"> 1) All helms should have a basic knowledge of the right of way rules. 2) Safety boat to assist as required. 3) All helms to sign in prior to the start of each race, as confirmation they are insured. 4) The race entry sheet for any children under the age of 16 intending to race must be signed by an adult guardian. 	Helm Adult guardian to sign for children under 16 who are racing.
9. Safety Boat Preparation	LOW	<p>No smoking or naked flames when refuelling engine. Safety boat to carry the following:</p> <ol style="list-style-type: none"> 1. Paddle 2. Mud weight attached 3. 1 towline 4. Throwline packed correctly 5. Spare Kill cord undamaged 6. Sharp, serrated knife 7. Fire extinguisher 5a/34b 8. VHF radio 9. Bridle secured to strong points 10. Emergency response items (Tool kit, survival bag, spare kill cord) are in date and functional 11. Adequately fuelled 12. Painter 	Safety boat helm to be responsible for checking prior to launch

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10. Safety Boat Operations	MEDIUM	<p>1) All helmsmen must have experience or training in safety boat use.</p> <p>2) When the safety boat is on duty the crew will be two (one with a minimum age of 16 years and a second with a minimum age of 12).</p> <p>3) A Kill Cord must be attached both to Helmsman & boat when afloat. Kill cords must be worn at all times, tight around the top of the leg before engaging forward or reverse gear. Killcord lanyards should be checked regularly for wear, with worn ones removed from use. A spare kill cord is available in all power boats, please notify John Saddington if you use the spare cord so that it can be replaced.</p> <p>4) Crew to be in radio contact with OOD or Senior Instructor (for RYA Training sessions) and positioned so all boats can be monitored.</p> <p>5) In case of injury to the safety boat helmsman or crew, the boat is to contact the OOD or Senior Instructor via radio and return to the Clubhouse for first aid without delay. Racing or training to be postponed until fully crewed safety boat is back on the water.</p> <p>6) In case of injury to a sailor, he/she is to be recovered immediately. The boat is to contact the OOD or Senior Instructor via radio and return to the Clubhouse for first aid without delay. Racing or training to be postponed until fully crewed safety boat is back on the water.</p>	Safety Boat Helmsman
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11. Safety Boat Propeller	HIGH (when recovering a person from the water) otherwise MEDIUM	Keep the engine as far away as possible from people at all times. The safety boat engine to be switched off before recovering people who are in the water or have any part of their body in the water. Safety boat helm to alert dinghy helm and crew to the importance of staying well inboard if a tow is to be carried out. Particular care to be exercised upon arrival at the jetty.	Safety Boat Helmsman
12. Fire on Safety Boat	LOW	A fire extinguisher is provided, however if there was a fire on the safety boat the first priority is the crew therefore they should not attempt to put out the fire, but instead abandon the boat. The only exception would be if they had specific training in the use of fire extinguishers.	Safety Boat Crew Safety Officer to check expiry of Fire Extinguisher annually
13. Fire	LOW	<ol style="list-style-type: none"> 1) Fire fighting equipment in Clubhouse. 2) Emergency Response Procedures in place. 3) Fire extinguisher in boat shed. 4) Flammable Liquids sign on front and rear exits of boat shed. 5) Fire extinguisher on safety boat. 	Inspection of Fire fighting equipment carried out annually by competent contractor.
14. Storm Damage	LOW	<ol style="list-style-type: none"> 1) The site will be closed when storm force winds are anticipated or after a storm when damage to trees must be checked before allowing access. 2) All dinghies subject to be blown about in strong winds should be secured to the ground when not in use, especially during winter. 3) Removal of overhanging hazardous branches to be carried out 4) Emergency Response Procedures in place 	Commodore and Safety Officer to decide if site should be closed due to storm risks Tree surgery as required by professional tree surgeon

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15. Thunder & Lightning	HIGH (when present) – LOW (as not a common occurrence most of the year)	<p>1) Sailors must come off the water when there is a thunder and lightning in the area.</p> <p>2) During RYA training the Senior Instructor will make a dynamic risk assessment throughout the session with regards to the weather. If lightning is present students will come off the water and the Senior Instructor will decide if and when it is safe to return to sailing.</p>	<p>Members Senior Instructor (RYA Training) OOD to Abandon Race if lightning nearby</p>
16. Other Broad Users	LOW	<p>1) Members to appreciate that other Broad users may not have the same degree of knowledge of right away rules as they do. Therefore, they should make allowances when approaching such users.</p> <p>2) Fishing often takes place from the jetties in the northeast corner of Rollesby, where lines are often cast out some distance. Members should be aware of their floats and avoid them.</p>	<p>1) On going communications with the restaurant on Rollesby, to avoid conflicts with other to Broad users</p>
17. Collapsing of the Slipways	LOW	<p>1) Limit the maximum weight on the slipways to 500Kgs.</p>	<p>Notification at the Club and web page of the limitation Safety Officer</p>
18. Weed - entrapment	MEDIUM. Capsize in areas of heavy weed where the Safety boat cannot reach.	<p>1) Avoid sailing into areas of heavy weed concentration where the Safety Boat cannot reach.</p> <p>2) Children particularly at risk, to be instructed of the hazard by a responsible adult.</p> <p>3) Safety Boat to carry paddle to help in reaching a victim.</p>	<p>Sailors Instructors Safety Boat Helmsman</p>

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<p>19. Blue-Green Algae, possible toxicity. (Particular risk to children up to the age of 14.)</p>	<p>LOW – MEDIUM Depending on concentrations and toxicity.</p>	<ol style="list-style-type: none"> 1) Avoid capsizing in areas of high algae concentration. 2) Avoid lee shores on windy days where high algae concentration will accumulate. 3) Wear clothing to minimise contact with algae. 4) Minimise time in water when launching and recovering dinghies. 5) Sailors coming in contact with the algae should hose themselves and cloths down before entering the changing rooms. 6) Sailors should wash their hands before eating. 7) Children, adults and pets should avoid shore side areas where the algae are present, particularly on windy days. 8) http://www.wgcsc.org.uk/download/RYA_Guidance_on_blue_green_algae.pdf 	<p>All Members Senior Instructor/ Instructors to advise Trainees</p>
<p>20. Covid 19 General Infection spread</p>	<p>LOW</p>	<p>Club will follow Government Guidelines in the event of a resurgence of COVID</p>	<p>Commodore/Safety Officer to advise members if restrictions imposed on club access and sailing</p>

DEFINITIONS:

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| 1) Hazard | - Something that could cause potential harm |
| 2) Risk | - The likelihood that a specific hazard may occur |
| 3) Risk Levels | - High, Medium, Low |
| 3) Control Measures | - Measures put in place to reduce the risk |
| 4) Actions | - Requirement to further reduce the risk |