



OUNDLÉ

School

OUNDLÉ SCHOOL BOAT CLUB

Pupil Safety Advice and Rules

to be used in conjunction with the British Rowing 'ROW SAFE', and the Boat Clubs Risk Assessment which is updated and held on the intranet.

Objectives

This document has been prepared to provide a set of guidelines for pupils, parents and staff to suggest working practices and to draw attention to areas and situations that are potentially dangerous. All members of the Club should keep a copy and acknowledge they have read it. The School's Health and Safety Policy governs this Boat Club Policy as a subsidiary. *GPAM September 2015*

The following Rules are for ALL members of the Boat Club.

A copy of these rules are prominently displayed at the boathouses; all pupils and parents will have a copy. It is the **rower's responsibility** to ensure that he/she is familiar with these rules and to follow them in practice. Please also make sure you have read the Safety Policy Document thoroughly.

Boat Club Rules

- 1) If you capsize **stay** with your boat – it floats. Make your way to the bank as quickly as you can keeping hold of the boat as you do so.
- 2) Always stop and assist a craft in trouble, providing you do not endanger yourself.
- 3) All coxes, coaches and launch passengers must wear lifejackets and know how to activate the lifejacket.
- 4) Life-saving and safety equipment must be used with care. When you put on a life-jacket, make sure that it has a gas bottle connected, that the activation tag is available and that the straps are tightened to fit.
- 5) No crew is to go afloat after sunset, or before sunrise.

- 6) Every boat must be fitted with a bow ball, heel restraints and hatch covers. Rowers to check these on each outing and report and defects to their coach.
- 7) All accidents must be reported to the Head of Rowing and entered online on a British Rowing Accident Report Form.
- 8) All damage to equipment must be reported to your coach and the Boatman.
- 9) No one is to swim in the river by choice.
- 10) No pupil is to row without a coach present on the water.
- 11) In the advent of adverse weather or water conditions the senior coach present, together with other coaches present, will make a decision on the suitability of the water for use by each age group.
- 12) A launch must be afloat and running, **before** any crew takes to the water. The launch must be the last boat to leave the water after all crews are on land.
- 13) At the end of the session all boats must approach the Landing Stage from downstream, except in cases of emergency.
- 14) No running in the Boat Bays or on the boating area, unless instructed by a coach as a warm up exercise.
- 15) All boats must be tied down when on trestles.
- 16) Always walk around a boat, never over it.
- 17) Other River users should be treated with courtesy and respect.
- 18) Be aware of your personal limitations, if you are unhappy it is your responsibility to talk to your coach eg. when using single sculls.
- 19) All new rowers must completed a capsize drill and swim test. Any rowers who do not meet the required ability in swimming will only be put in big boats and must wear a lifejacket.
- 20) All new comers to the Club will have produced an appropriate swimming certificate (at least 100m in light clothing) or completed the school 'Blues' test and will have received instruction on the capsize drill.
- 21) Pupils may not step into a launch without a lifejacket and permission of the coach.
- 22) Pupils under 16 may not drive launches, pupils over 16 may drive a launch under the instruction of a member of staff. If any pupil over 16 has an RYA level 2 Power Boating Certificate they may drive a coaching launch with permission from a member of staff.
- 23) Pupils must not climb on the boat trailers unless requested to assist by a member of staff.
- 24) Pupils are not allowed to use weight training equipment unsupervised

- 25) Regarding crew selection, the coaches in conjunction with the Head of Rowing are responsible for make crew selections.

Rules of the River

- 1) Boats must keep to the cox's right hand side (the oarsman's left hand side of the river). A crew that is overtaking should move towards the centre of the stream to do so.
- 2) At the end of a session all boats must approach the Landing Stage from downstream, except in cases of emergency.
- 3) Points of Danger:-
Study the map of our reach which can be found in the boathouse.

Look out for:

- Other river users**
- Landing Stages**
- Locks and Weirs**
- Moored boats**
- Water Outlets and Intakes**
- Trees**

LOOK AFTER YOURSELF, OTHER PEOPLE AND YOUR EQUIPMENT

Lightning Policy

It is important to stress that no lightning safety guidelines can be 100% safe. If lightning threatens, immediate shelter should be sought.

30:30 Rule

You should use the '30:30 rule' to determine if lightning threatens:

- Count the seconds between seeing the lightning and hearing the thunder.
- If this amount of time is 30 seconds or fewer, the lightning is close enough to be a threat and **shelter should be sought immediately.**

Lightning may strike many miles from the edge of a thunderstorm. The '30:30 rule' must also be observed after the lightning has struck:

- After the last flash of lightning, wait 30 minutes before leaving your shelter.
- Over half of the deaths caused by lightning occur after the thunderstorm has passed by - don't be in a hurry to go back outside.

Lightning may be hidden by clouds; if you can hear thunder, lightning is likely to be a threat.

Safe shelter

No shelter is 100% safe, but the following two are best:

- A large, enclosed, substantially constructed building (e.g. a typical house). If lightning strikes your home, it will take the easiest route to earth (e.g. through wires, cables or water pipes). If you are inside your home, there are a number of activities you should avoid. For example, the risk is

increased of a lightning strike on your home affecting you if you are using a telephone, watching television or using a pc.

- Fully-enclosed, metallic vehicles offer some protection (e.g. a typical car or bus). You are advised to close all windows and to avoid creating a conducting path to the outside of the vehicle (i.e. lean away from doors; don't touch the steering wheel, ignition or gear shift).

Unsafe locations

Nowhere outside is completely safe from lightning. The following places in particular should be avoided: high ground, open fields, isolated trees/poles/towers, open pavilions, swimming pools, boating lakes etc.

What to do if you are trapped outside

If lightning is imminent, you can still take precautions:

- Stand at least 20 feet apart if you are in a group;
- Go into the 'Lightning Crouch':
 - put your feet together
 - squat down
 - tuck your head into your knees

Petrol Cans

The dangers

- Petrol is a highly flammable liquid which can give off flammable vapour, even at very low temperatures. This means there is always a risk of fire or explosion if a source of ignition is present
- It floats on the surface of water and may travel long distances, eventually causing danger away from the place where it escaped
- Petrol vapour does not disperse easily and may also travel long distances. It tends to sink to the lowest possible level and may collect in tanks, cavities, drains, pits, or other enclosed areas, where there is little air movement
- Flammable atmospheres may be present in empty tanks and petrol cans. There is also a danger if petrol is spilled on clothing, rags etc
- Petrol vapour can be harmful if inhaled. Petrol should not be swallowed and contact with the skin should be avoided.

Personal protection and hygiene

- Know the value of protective clothing, such as footwear, gloves and goggles, and when to wear them;
- Wash properly with plenty of soap and water after finishing work, or at any time when you get petrol or oil on your hands;
- the correct methods of handling and lifting.

Do make sure you have the information and training needed to carry out your duties safely. If in doubt, **ask**.

Don't carry out any task for which you have not been properly trained. **Don't** assume you know the dangers or the correct safety procedures.

Make sure that...

- each person carrying a petrol can can be seen and that your view is not obstructed
- proper procedures are followed throughout the carrying operation, eg can screw caps are correctly closed
- Any motor engines are switched off when at the petrol store
- people under the age of 16 do not carry petrol cans
- no one uses portable electric/electronic equipment such as a CB radio or portable telephone whilst carrying petrol cans

Always check carefully that there is no danger before you start carrying petrol cans

Pupils over the age of 16 years old may carry petrol cans **ONLY** if they have been instructed and are monitored by a member of the coaching staff.

Other Hidden Dangers

Weil's Disease and Other Nasties

The water we row upon is not always as clean as we would choose and certainly is not pure enough to be swallowed without giving more than a passing thought to the possible effects it will have upon our internal systems.

The British Rowing 'Row Safe Guide' has as its primary concern, the prevention of accidents involving physical injury, damage to equipment and at the worst, drowning.

There are other risks to health associated with water based activities which arise from the micro biological or chemical quality of the water itself and of its immediate environs. The use of inland waters can never be risk free and it is essential that as users, we are aware of the risks present.

Weill's Disease – Leptospirosis

The risk of contracting Leptospirosis from recreational water is small, however the serious nature of the disease is such that we must be aware of the dangers and should take simple precautions to reduce the risk of infection.

- Cuts and abrasions (including blisters) should be covered with waterproof dressings.
- Wear footwear to avoid cuts and protect feet when paddling in the water (launching a boat).
- Shower after contact with the water.
- Wash hands thoroughly before eating or drinking.

If 'flu like symptoms develop shortly after contact with the water (1-3 weeks) then your doctor should be contacted and advised of the circumstances of exposure.

Blue-Green Algae – Cyanobacteria

Cyanobacteria are commonly found in fresh and brackish water during mid to late summer. In favourable, stable conditions, blooms may form. Algal scums accumulate downwind on the surface of lakes and slow moving water. Toxins produced by large blooms have caused the death of sheep and

dogs and skin and other disorders in humans, although no particular illness has been identified that can be linked with BlueGreen Algae.

By way of precaution:

- Avoid immersion or contact with water affected by algal scum.
- Minimise contact with water by wearing close fitting clothing.
- After any contact hose down all equipment to avoid contact with residual scum.
- All clothing should be washed and thoroughly dried on returning home.
- Shower after contact with the water.

Gastro-intestinal illness

There are currently no micro-biological standards for recreational water. At present only the powers provided under the Public Health Act 1936 – Section 259 to deal with ‘any pond, pool, ditch, gutter or water course which is so foul or in such a state as to be prejudicial to health or a nuisance’ provide us with protection.

Assessing the risks posed by water quality is difficult as conditions can vary substantially in a very short space of time. In general, the health risk will depend on the number and proximity of sewage effluent discharges in any particular body of water.

By way of precaution after immersion or contact with water of uncertain quality:

- Do not eat or drink before showering/washing.
- If ‘foul’ water has been swallowed refer to your doctor with full details of incident.

Heat Stroke / Sunburn / Heat Exhaustion

Symptoms of heat exhaustion include:

- Nausea,
- Vomiting,
- Fatigue,
- Weakness,
- Headache,
- Muscle cramps and aches, and
- Dizziness.

However, some individuals can develop symptoms of heat stroke suddenly and rapidly without warning. Different people may have different symptoms and signs of heat stroke. But common symptoms and signs of heat stroke include:

- High body temperature
- The absence of sweating, with hot red or flushed dry skin
- Rapid pulse
- Difficulty breathing
- Strange behaviour
- Hallucinations
- Confusion
- Agitation
- Disorientation

Prevention of heat exhaustion:

The most important measure to prevent heat stroke is to avoid becoming dehydrated. **Drink plenty of fluids** (such as water and sports drinks), but avoid alcohol, caffeine, and tea which may lead to dehydration.

Your body will need replenishment of electrolytes (found in sports drinks) as well as fluids if you sweat excessively or perform vigorous activity in the sunlight for prolonged periods.

Take frequent breaks to hydrate yourself. **Wear a hat and light-coloured, lightweight, loose clothes.**

Victims of heat stroke must receive immediate treatment to avoid permanent organ damage. First and foremost, cool the victim.

- Get the victim to a shady area.
- remove clothing, apply cool or tepid water to the skin (for example you may spray the victim with cool water from a garden hose).
- fan the victim to promote sweating and evaporation, and place ice packs under armpits and groin.

Sunburn: avoid by covering bare skin where possible and using sunscreen (SPF 30+, waterproof).

Hypothermia

Hypothermia occurs when the whole of the body has been chilled to a much lower than normal temperature, and can no longer maintain its heat. i.e., below 35 deg. C.

Symptoms and signs of hypothermia

The following are the most usual symptoms and signs, but not all may be present:

- (a) Unexpected and unreasonable behaviour possibly accompanied by complaints of coldness and tiredness.
- (b) Physical and mental lethargy with failure to understand a question or orders.
- (c) Slurring of speech.
- (d) Violent outburst of unexpected energy and violent language, becoming uncooperative.
- (e) Failure of, or abnormality in, vision.
- (f) Twitching.
- (g) Lack of control of limbs, unsteadiness and complaining of numbness and cramp.
- (h) General shock with pallor and blueness of lips and nails.
- (i) Slow weak pulse, wheezing and coughing.

Avoidance must be the first consideration at all times. **Dress to beat the cold** – layers of clothing are more effective than one warm garment. The outer layer should be wind and waterproof. Look after the extremities, the head is a major source of heat loss and to reduce this loss, **wear some sort of head gear.**

Be alert to the warning signs of cold both in yourself and others. Coaches of veterans, lightweights, beginners and young children must be particularly aware of the risks to their charges of exposure to the cold. Exposed arms, legs and head heighten the risk.

Sudden immersion in cold water can have a shock effect which can disrupt normal breathing, reducing even a proficient swimmer to incompetence. Confusion and an inability to respond to simple instructions will become evident.

If a person has fallen into cold water their body will lose heat rapidly. Even in a normal summer, the water temperature is rarely sufficient to avoid hypothermic conditions applying. To reduce heat loss, keep clothes on except for heavy coats or boots which may drag the person down.

When hypothermia is suspected the aim must be to prevent the casualty losing more body heat and to re-warm the casualty.

- (a) Do not take or give alcohol in cold conditions. Alcohol accelerates heat loss as well as impairing judgement.
- (b) Send for help. Hypothermia is a medical emergency whether the patient is conscious or unconscious.
- (c) If conscious the victim should be actively re-warmed under careful observation.
- (d) If unconscious the victim must be got to medical aid as soon as possible.

A very dangerous situation is still present when a person who has been in the water for some time is taken out. Further heat loss must be prevented. The victim should be protected against wind and rain as much as possible. Re-warming can be carried out by:

- (a) Wrapping the victim in a thermal/exposure blanket.
- (b) Others placing their warm bodies against the victim.
- (c) Giving hot drinks (if conscious).