



# Bradford Amateur Rowing Club

## **BRADFORD AMATEUR ROWING CLUB** **SPRINT REGATTA 2023 COMPETITION SAFETY PLAN**

BARC, Hirst Weir, Higher Coach Road, Baildon, Shipley, West Yorkshire, BD17 5SP  
What3Words Location Code: **Start, Think, Glance**

Persons with suspected COVID symptoms must not attend unless they have a negative test result within 24 hours of the event. The clubhouse will be busy and crowded.

### **1. INTRODUCTION**

Organised by Bradford Amateur Rowing Club ("BARC") and takes place over a course of approximately 600m in length on the River Aire, downstream from the canal aquaduct to just above Hirst Weir. The start is roped and the finish is in front of the Club house.

Competitors are Juniors, Seniors from novice, Masters. The required experience level is low with novice and J12 races taking place. All races are for fine boats. Some Mixed Ability events may be included.

Local hazards include Hirst Weir and rock ramp immediately below the finish.  
Marshalls on the embarkation stage warn all finishing crews to hold up immediately after the finish line.  
A grab line is stretched across the river above the weir and rock ramp.  
Bow loading boats are not permitted.

### **2. COMPETITION ORGANISATION**

#### 2.1. Competition Organising Committee

Organised by:	BARC		
<b>Organising Committee (as a minimum):</b>			
	<b>Name</b>	<b>Contact No</b>	<b>Email</b>
Chairman:	Ronald Drake	07767 370889	<a href="mailto:bradfordregatta@gmail.com">bradfordregatta@gmail.com</a>
Captain:	John Austin Davies	07718603137	<a href="mailto:johnaustindavies@gmail.com">johnaustindavies@gmail.com</a>
CSA	Bob Cannell	07870304027	boobarr@gmail.com
Event Safety Adviser:	Bob Cannell		
Event Welfare Officer:	Clare Connolly	07966 438 978	clareconnolly4@gmail.com
<b>Race Committee (as a minimum 3 Umpires)</b>			
Chairman of race committee:	Ronald Drake	07767 370889	<a href="mailto:bradfordregatta@gmail.com">bradfordregatta@gmail.com</a>
Coordinating Umpire:	See Rota on noticeboard - Changes throughout the day		
Umpire:	John Austin Davies	07718603137	<a href="mailto:johnaustindavies@gmail.com">johnaustindavies@gmail.com</a>

#### 2.2. Communication

Participant clubs and umpires receive an email which includes directions to the event, a circulation plan for the regatta, safety instructions and notification of safety briefings including expected attendees. These can also be found on the BARC website.

Umpires are briefed before the start of regatta and have hard copies of the safety plan, the circulation plan and emergency contact numbers in case of radio failure.

**PUBLIC ADDRESS SYSTEM** - A public address system covers the Clubhouse and finish area besides inside the bar/refreshments room of BARC clubhouse. The system provides: -

- Information to crews from control when they are required to boat.
- General information to competitors.
- Information to both competitors and supporters in case of emergency.
- Commentary on the racing.

**Co-ordinating Umpire**

Umpires, launch drivers and outstage marshals communicate using specifically tuned radios. Instruction on radio use is provided by the Coordinating Umpire at the start of the day. The Coordinating Umpire monitors radio transmissions throughout the competition. In the event of an emergency, radio silence is made using the “Pan-Pan, Pan-Pan” call sign requesting only radio traffic between the incident and the Coordinating Umpire. A separate radio system used to communicate between regatta control and the outstage marshal could be used in the event of radio failure of the primary system.

All key mobile phone numbers are held by the Event Coordinator for use if other methods fail, including the mobile telephone number of an official at the start as a second line of communication

Other telephone numbers

- Emergency – 999 use What3Words location code - Start.Think.Glance
- Clubhouse foyer - Emergency Red phone What3Words - Start.Think.Glance
- Clubhouse bar - 01274 581359
- Police non-emergency - 101
- Bradford Royal Infirmary – 01274 542200
  - Accident & Emergency Dept - 01274 364012
- Regatta secretary – 07767 771369
- Regional safety Adviser, Chris Polack 07851 019274
- Canal and Rivers Trust – 07876 035146

After the event a wash-up meeting is held to address any comments and feedback from participants, officials or others. These comments should be sent to [bradfordregatta@gmail.com](mailto:bradfordregatta@gmail.com) . Comments from the day are noted and included in this meeting.

DOCUMENTATION – attached as appendices

- Competition Risk Assessment
- Welfare Plan
- Plan B
- Abandonment plan, local rules, course and circulation plan

**2.3. SAFETY MONITORS**

**Race Marshalls, Monitors and Umpires**

**All roadway and car park marshals must wear High Visibility Vests, which will be supplied by the club .**

<b>Role</b>	<b>Responsibility</b>
Car park	Keep parking area for trailers only, or cars used for car topping
Road way	Keep roadway clear of parked cars
Tow path	Ensure officials have path clear of obstruction
Out Stage	Make sure boating crews are paired and understand where to wait before umpires move them upstream
In Stage	To ensure landing stage is cleared efficiently
Control Commission	To monitor all radio transmissions
Hazards (Fixed and Variable)	Bend signed and buoyed
Competition Environment	Course has river side path access along Boathouse side. River has slight bend blocking sight line of entire course.

## Safety boats

Provider of safety boats:	BARC
Number of safety boats:	1
Are all drivers trained to nationally recognised standards of RYA Level 2 Powerboat:	Yes
Location of safety boats:	Below disembarkation stage

### 3. ACCIDENT AND EMERGENCY PROCEDURES

#### 3.1 FIRST AID

First aid cover will be provided by a qualified first aider situated close to BARC Clubhouse and within easy reach of the event Control Centre.

All accident and emergencies requiring hospital treatment will be taken to Bradford Royal Infirmary, Duckworth Lane, Bradford which is 3.8 miles from BARC. A Community First Responder and/or ambulance arriving at BARC will be directed by a Club official, from Higher Coach Road to the Club. Use What3Words location code; Start.Think.Glance. BARC is not easy to find by satnav.

#### 3.2 EMERGENCY ACTION PLANS

In the event of an accident, the Coordinating Umpire receives the message and decides the response required i.e. use of safety launches, need for first aid, need for emergency services, and directing assistance to the access point. Use What3Words Location Code **Start.Think.Glance** to direct 999 crews to the club. The Coordinating Umpire will have radio and telephone communication available. All those with radios will refrain from transmitting unless related to the incident, whether or not the 'Pan-Pan, Pan-Pan' notice has been given.

- ACCIDENTS ON THE WATER - competitors injured, capsizing or becoming ill whilst rowing. The quickest rescue and access to emergency service is by safety launch. The access point from the road is down the track from Higher Coach Road to the clubhouse and the safety launch can transport competitors to meet the emergency services at the adjacent landing stage.
- ACCIDENTS ON LAND - Competitors and supporters congregate around the landing stage area and Presidents Lawn in front of the Club house where the control, administration, results, prize giving, food and drink are situated. Radio communication to summon help either from a First Aider or the Emergency Services is available at the umpire locations shown on the plan. Umpires will request assistance through the Co-ordinating Umpire.

SAFETY LAUNCH - There will be a launch on the water at all times during the regatta. It has a prop guard to protect persons in the water. In the event of the safety launch being withdrawn or involved in an emergency or rescue, all boating and racing will cease until the launch is available and the course is safe to race. Safety launch crew will follow BARC Launch Safety Rules:

- ✓ Wear designated life jackets
- ✓ Launch driver to use the kill cord
- ✓ One will be a RYA level 2 (or equivalent) powerboat driver.
- ✓ Start and warm up engine every 30 minutes
- ✓ Launch carries a Rescue Kit containing lifejacket, throw bag, bivvi bags, safety knife, whistle and first aid kit plus an extending boathook.

In addition a loudhailer and radio communication is provided for the launch crew.

The two launch crew will : -

- be aware of the details of the safety plan before embarkation
- remain close to the launch
- remain in radio contact at all times
- respond to emergency or rescue situations as necessary
- assist umpires and marshals to clear the course for races to proceed
- change safety crew cover at pre-arranged times to ensure continuity of safety cover

## OTHER SAFETY DUTIES

- All umpires carry throw bags, loud hailers, bells and flags.
- Pre-boating safety checks are carried out on all boats prior to embarkation by the outstage marshals. Clubs to present boats that conform to the rules of racing. Bow loaders are not permitted on this course.
- All umpires, marshals and helpers should report any safety incident directly to Race Control. This applies to simple capsizes as well as more serious incidents.
  - Any athlete who has capsized is advised to shower in the clothes they capsized in, undress in the shower and then shower normally to prevent accidental ingestion of any contaminants in the water.
  - Athletes who have capsized are advised there is a risk of stomach upset, and to inform their Doctor if symptoms persist.
  - Attendees must not enter the water, which may be contaminated.
- Lightning and Thunderstorms
  - The Regatta Secretary will consult the weather forecasts in the 24hrs before the Regatta and monitor the weather during the regatta.
  - If there is a likelihood of lightning:
    - All officials, marshals and helpers be advised of their responsibilities in suspending racing and ensuring everyone gets to 'proper shelter';
    - the procedure to be followed will be advised to all crews collecting their numbers;
  - 'Proper shelter' for the regatta is defined as being Bradford ARC Clubhouse and boathouses, or inside motor vehicles with doors and windows closed. Unsafe shelter includes trees, temporary shelters, umbrellas.
  - If thunder is heard, the Regatta Secretary will advise umpires and officials via their radio system of the strong possibility of activating the procedure to suspend racing and be ready to instruct everybody to go to 'proper shelter'. Race Control will also advise all spectators, competitors and officials via the regatta PA system.
  - The Regatta Secretary will use the "30-30" rule in counting the time between seeing the lightning and hearing the thunder. If it is 30 seconds or less then the Regatta Secretary will implement the procedure to get Competitors, Spectators and Officials to 'proper shelter'.
    - The procedure:
      - Regatta Secretary will inform umpires and race official and stage marshals via radios that racing is suspended, and all crews must come off the water.
      - Race control will inform competitors, spectators and helpers that racing is suspended, and crews are coming off the water
      - Race control will advise that "proper shelter" is the club house and boathouses and motor vehicles with roofs and closed doors and windows..
      - Stage marshals will clear both landing stages, and ask crews to move their boats clear of the boating area.
      - The umpires will turn crews on the water round and ask them to proceed slowly down stream in convoy, stopping them above the outgoing landing stage.
      - Crews will be turned in order and paddle into either landing stage, where they and their boat will be assisted quickly off the water by stage marshals

- The Start marshals and umpires will walk down the bank to the club house making sure that anyone associated with rowing and the regatta is urged to go to the regatta designated "proper shelter".
- The Regatta secretary will use the "30-30" rule to decide when racing can re-start.

## APPENDIX 1 – Welfare Policy for Competitions

The Organising committee of Bradford Regatta believe that the welfare and wellbeing of all minors and vulnerable people is paramount. All persons especially minors and vulnerable people, regardless of age, gender, ethnicity, religion or ability have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately.

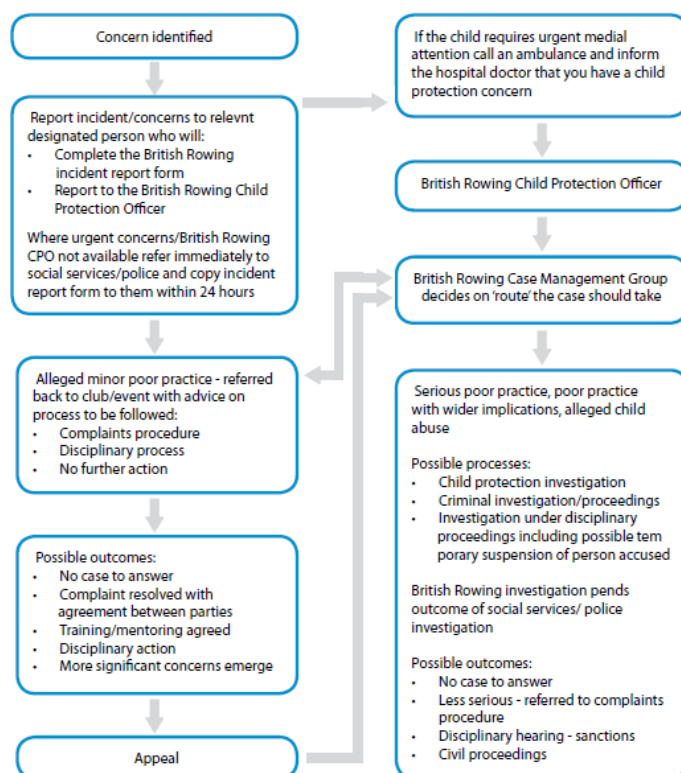
The Welfare Officer for the competition is the point of contact for any concerns or reports or their causes. The Welfare Officer contact number will be posted in the boating area.

The reporting structure for any concerns raised will follow British Rowing WG1.11 – Safeguarding and Protecting Children Guidance and will also be applicable in the case of vulnerable people– Flow chart for referral procedure within rowing – appended. The Welfare Officer will be the first point of contact.

There will be medical provision throughout the regatta. Outside of competition hours Bradford Royal Infirmary can be contacted on 01274 542200 and the Accident & Emergency Department on 01274 364012. BRI What Three Words **coats coast above**



### Flowcharts for referral procedure within rowing



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**Appendix 2**  
**Plan B for Bradford Regatta**

Failure	Action	Responsibility
Safety Launch	<ol style="list-style-type: none"> <li>1. If sufficient time allows contact other clubs to see if one can be borrowed.</li> <li>2. If no time advise umpires of unavailability. Umpires to advise capsizes to swim with boat to bank if capable. Consider cancellation of novice events.</li> <li>3. Consider cancellation of whole event if risk of cold water immersion renders capsizes incapable of swimming. Water temperatures in June and September generally within range tolerated for 20m swim with boat to bank with path. All umpires carry throw bags to assist competitors in event of capsize.</li> </ol>	<p>Event organizing committee Chair</p> <p>Event organizing committee Chair/Race committee</p> <p>Race committee</p>
<p>Communications</p> <p>Failure of public address system</p> <p>Failure of radio system</p> <p>Failure of landline system</p>	<p>Use loud hailer</p> <p>Use spare radio system currently used for comms between announcer and stages and shorten course</p> <p>Use mobiles to contact emergency services</p>	<p>Announcer</p> <p>Event organizing committee Chair</p> <p>Event organizing committee Chair/RACE COMMITTEE</p>
Medical and first aid cover	Ensure presence of other known first aiders. Consider cancellation of event if insufficient first aid cover available.	Event organizing committee Chair/Race committee
Umpires	<p>Insufficient umpires in attendance due to unforeseen circumstances</p> <ul style="list-style-type: none"> <li>• Shorten course to use fewer umpires</li> <li>• Have only one umpire at start supported by BARC Marshalls</li> <li>• Reduce umpire cover at Regatta control</li> </ul> <p>Consider cancellation of event if insufficient numbers of umpires available.</p>	Event organizing committee Chair/Race committee

## **APPENDIX 3**

### **1. ABANDONMENT PLAN - DECISION MAKING PROCESS FOR CANCELTION OF THE EVENT**

Although the events take place in June and September there could be the possibility of river conditions together with adverse winds which could prove dangerous particularly as there is a weir close to the finish line. It is with this in mind that the following system of monitoring and decision making is put into practice in the days leading up to the events.

- a) **HIGH WATER** - The organisers have good local knowledge of the river, which at the regatta location is only 18 miles from source and is predictable over a 24 hour period. The organisers also have knowledge of the river height at which regatta racing would be dangerous and the river height combined with strong wind in the direction of the flow which would be dangerous.
- b) **SYSTEM FOR DECISION MAKING** - The decision as to the suitability of the river for regatta racing will be taken jointly by:
- i. The Regatta Secretary
  - ii. The Regional Umpires Commissioner
  - iii. The Regatta Safety Adviser
- They will take into account the weather during the week leading up to the regatta : The local weather forecast : The present height of the river and its fluctuations during the week. The decision will be taken no later than 6.00 p.m. on the evening prior to the regatta.
- c) **COMMUNICATION OF REGATTA CANCELTION** - Competing clubs will be contacted by telephone and email as soon as the decision to cancel has been made. An announcement will be posted at [www.bradfordrowing.co.uk](http://www.bradfordrowing.co.uk).

### **2. LOCAL RULES & INFORMATION FOR CREWS AND COXSWAINS**

Bradford ARC hope that you have an enjoyable day's racing and ask your help us in ensuring that ALL crews and scullers are aware of our basic safety organisation and local rules – copies of which will be displayed on the noticeboard by Regatta Control.	
Bradford Regatta is organised by members of Bradford ARC to promote participation and fair competition in the sport of rowing. The event is managed by a local regatta committee and the racing is supervised by a team of national umpires through a Co-ordinating umpire. A race committee of at least 3 umpires including the Co-ordinating umpire is responsible for the application of rules with respect to racing. The regatta is run under the British Rowing Rules and Rules of Racing and RowSafe with supplementary local rules to enable smooth running and fair management of the event.	
The regatta is particularly keen to adopt a spirit of enjoyable participation and inclusion, especially for juniors new to the sport. With this in mind special arrangements have been instigated for the benefit of new juniors and ultimately for the sport of rowing.	
●	Junior races involving new competitors and those under the age of 16 will be treated with discretion and compassion by umpires and officials.
●	Junior crews under the age of 16 will be deemed to be the responsibility of their coach or teacher-in-charge. Any matters arising which may affect them, other than during racing on the course, will be directed at the responsible person.
●	Crews in the New to Sport Trainer Events are recommended to have a Club member following alongside on the bank to assist them with their steering to ensure fair racing and safety for all concerned.
●	Crews must be able to produce all their British Rowing Membership Cards/Racing Licence, with photograph, to confirm their points and or age as appropriate.



•	Crews will receive their racing number when payment has been made.
•	Only one race number must be worn by bow / sculler. Crews will not be started unless the correct race number is worn.
•	Each crew will be numbered as in the programme, the first named taking the Boathouse (Port) Station.
•	All coxswains must report to Regatta Control for weighing prior to racing, where a certificate will be issued indicating weight and any dead-weight required.
•	Crews will be "called" to the landing stages prior to their race and will be "boated" by the Control Commission in racing pairs. Crews are asked to assist in this by ensuring that they report with their opponents ready to boat 20 minutes before the scheduled race time.
•	For safety reasons bowloader boats <b>cannot</b> be accommodated and will <b>not be allowed</b> to race. Coxes must not go afloat wearing wellington type boots or Dry Robe type coats.
•	The Control Commission will be checking crews for correct racing strip, coxswains wearing lifejackets, security of heel restraints, bow balls, rudder lines and general boat security incl. buoyancy, and the coxswains weight / dead-weight certificate.
•	Because of the nature of the course, it is not possible for crews to practice prior to racing. Crews are advised to walk the course to familiarise themselves with the location of buoys and bend etc. Crews are recommended to steer by the mid-course buoys and not the bank.
•	Crews must proceed to the start on the Boathouse (Port) side of the river pulling into the bank and following the umpires' instructions when a race is in progress. Any crew impeding a race WILL BE LIABLE TO DISQUALIFICATION.
•	Please make special note of the boat holding area, where adjustments should be made rather than at the landing stages.
•	Boats should not be taken through the aqueduct above the marshalling area as the water is very shallow.
•	The start will be from a start rope and toggles. The finish line has been sighted parallel to the start line by compass bearing to ensure an equal racing distance for each station.
•	The finish is indicated by the ringing of a bell: <ul style="list-style-type: none"> <li>- One ring Boathouse (Port) station</li> <li>- Two rings Saltaire (Starboard) station</li> </ul>
•	Umpires will use the terms "port" and "starboard" when they are warning crews who are out of their station.
•	All endeavours will be made to cater for doubling. However, crews entered for more than one event are not entitled to claim a rest between races in different events.
•	Any disputes / enquiries with regard to umpiring decisions, should be made directly to the Chairman of the Race Committee through Regatta Control.
•	All other relevant information can be found on the noticeboard by Regatta Control.
•	In the event of a capsize, including simple capsize, athletes are advised to shower in the clothes they capsized in, before undressing and showering normally.



# Bradford Amateur Rowing Club

## Bradford Regatta Safety Plan

Buoyed Course - 600m downstream.

1. All crews must boat from the boating stage and use the landing stage after racing
2. All crews must proceed to the start on the boathouse side of the river
3. Crews proceeding to the start must follow the umpires' instructions
4. Crews must use the boat holding area when racing is in progress
5. Crews must boat at the same time as their opponents
6. Crews are recommended to steer by the mid-course buoys and not the banks
7. New to the Sport events will be over a short course - from Mid-Point2 to the Finish

A large scale map of the course will be available for viewing on the day.

**HAZARD - BE AWARE OF THE WEIR AND STOP IMMEDIATELY AFTER PASSING THE FINISH**

