

Risk Assessment



Club or Event	Ross Regatta 2019 event management risk assessment	Date:	31/05/2019
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No:	Hazardous Event	Potential Consequences	Risk Assessment			Reduce Likelihood of Event		Mitigate the Consequences		Action Parties					
			Severity (1-5)	Likelihood (A-E)	Risk (U/M/S/L)	Barriers	Action to Maintain Barriers	Barriers	Action to Maintain Barriers	Regatta Chair	Safety Advisor	Race Committee	Welfare officer	Co-ordinating Umpire	
1	Car Parking- hit by a car/run over	Personal injury/death	5	D	S	Parking in pre planned areas. Parking controlled by a responsible adult at all times. Hi-visibility worn by parking marshalls.	Appointed person to coordinate parking and delegate responsibilities to a responsible adult on change of shift	All involved in car parking to be briefed and are to wear Hi viz. Parking to be coordinated by a nominated responsible adult	Safety Advisor will brief the parking coordinator. Hi viz will be made available to parking marshalls. Junior and vulnerable adult helpers will work in accordance with the regatta welfare plan		x				x
2	Boats on/Boats off personal injury	Personal injury/illness through being hit by equipment, infection of wounds from leptospirosis, back strain from continuous poor posture, sun burn, slip/trip/falls	2	C	M	Regular change over of teams. Experienced club rower present with each team. Mentoring of inexperienced team members. All involved to wear shoes/sandals.	A rota will be set up with all concerned informed of their duty sessions. All teams will be briefed at the pre-regatta meeting. Working in line with the regatta welfare plan.	Duty periods limited to 3 hour maximum shifts. Teams advised to wear suntan lotion, hats and skin covering clothes. Experienced team members will mentor less experienced members. First aid facilities on site during the regatta. Wood chip used to mitigate against slipping on the bank if weather conditions dictate.	Rota organiser will work with the Public address folk to ensure people turn up for shifts. Safety advisor to source wood chip if needed.			x			x
3	Money handling; being robbed.	Personal injury, mental stress	4	C	M	Agreed policy on quantity of cash to be held at an income point with systems in place to get excess money to the club safe. Welfare policy to be adhered to in money handling situations	Money handlers briefed on safe holding and transfer of cash (transfer notes used to reduce risk of stress through theft accusations.)	2 people to transport cash between income points and the safe. Money handlers to be briefed not to put themselves at risk. Mobile phones available to call for help. Money handlers briefed to work in pairs and to use 112 emergency system.	Welfare officer and safety advisor to brief all money handlers over safe holding and transfer of cash.		x	x			x
4	Boat pairing personal injury	Personal injury through being hit by equipment	4	D	S	Experienced marshal to work with the boat check umpire to ensure the area is safe and that spectators stay clear of Boat Pairing/Boat Check.	Safety advisor to contact canoe hire companies to warn them of the event. All boats checked for safety before going on the river. Upstream marshalls to liaise with start umpire to manage traffic through the regatta course. Safety boats on station when racing is on.	Close liaison maintained between boat check umpire and boat pairing marshalls. First aider available on site.	Umpires and marshalls briefed at the beginning of the day.				x		
5	Sports Massage for junior rowers and vulnerable adults	Mental stress	1	A	L	Children and vulnerable adults will be accompanied by an adult guardian at all times when being treated by the Sports Massage Therapist	Sports Massage Therapist to be made aware of the stipulation by the Club Welfare Officer		Welfare officer available on site backed up by safety advisor.				x		x
6	Illness caused by exposure to river water	Death or severe illness (including leptospirosis)	5	C	L	Possible gastro-intestinal illness caused by swallowing/contact with river water. Possible infection including leptospirosis caused by contact with river water	All people who have ingested river water to be checked over by the first aid crew. Safety instructions to include advise on Leptospirosis. All regatta marshalls working in the river advised at boat check to cover wounds/blisters and wash then after rowing	First aid crew available at all times. Participants given good information on risks and controls. Safety crews and umpires briefed	Club safety advisor and Welfare officer responsible to brief umpires, Safety Crew and first aiders.			x			x
7	Illness caused by hot weather/ sunshine	Dehydration/sunburn for participants	1	E	L	temporary or permanent damage to athlete's health. Temporary/permanent skin damage	Advise regatta marshalls of the risks. Supply access to drinking water	Facilities director to sign outside taps on the boat house. Regatta team and umpires briefed.	Safety advisor to ensure welfare officer and co-ordinating umpire are aware of the weather forecast and mitigation measures (water location)				x		x
9	Child/vulnerable adult Abuse	Mental and physical injury	4	B	M	Child and vulnerable adult welfare policy.	Regatta helpers to be aware of risks to themselves and juniors. Briefing of all club members and regatta team to be aware to look out for inappropriate behaviour.	Welfare Officer and committee take all concerns seriously. Child and vulnerable adult Welfare will be number one priority at all times and any issues dealt with promptly.	Welfare officer will be available and on site during the regatta. The club safety advisor will act as deputy should the welfare officer need to leave site.		x	x			