

TYNE ROWING CLUB WATER SAFETY GAP ANALYSIS AND ANNUAL AUDIT FOR BRITISH ROWING DECEMBER 2011	
Questions not answered with "Yes" shown in red bold.	
Club Name	
Region	
Division	
Type	
AUDITOR INFORMATION	
Name of person authorised by the club to accurately complete this audit	Liz Bray
Position in your club	CWSA
Your email address	liz.bray@blueyonder.co.uk
CLUB STATUS	
Is your club a Non-Rowing club i.e. you do not row at all?	No
If you are filling in this form on behalf of a Racing Name of a club please state the name of the club	None
If your club is linked to a host Club and operates under its safety policies and its safety policy	None
Do any other club(s) e.g Alumni, also operate under your club's safety policy and its safety policy	None
Do you host any club(s) who do not operate under your safety policies or Club V	None
CLUB CONTACT DETAILS	
Postal address of your boathouse - Line 1	Water Row
Postal address of your boathouse - Line 2	Newburn
Postal address of your boathouse - Line 3	Newcastle upon Tyne
PostCode	NE15 8NL
If your club has a website please give its web address	www.tynerowingclub.org
CLUB WATER SAFETY ADVISOR CONTACT DETAILS	
Name	Liz Bray
Address - Line 1	22 Linden Road
Address - Line 2	Gosforth
Address - Line 3	Newcastle -upon-Tyne
PostCode	NE3 4EY
Home Telephone Number	0191 284 3781
Work Telephone Number	N/A
Mobile Telephone Number	07594 552535
Email Address for Immediate Contact	liz.bray@blueyonder.co.uk
British Rowing Membership Number	201101S1019498
ALTERNATIVE / DEPUTY CLUB WATER SAFETY ADVISOR CONTACT DETAILS	
Name (Deputy)	John Mulholland
Address - Line 1 (Deputy)	Not known
Address - Line 2 (Deputy)	Not known
Address - Line 3 (Deputy)	Not known
PostCode (Deputy)	Not know

Home Telephone Number (Deputy)	Not known
Work Telephone Number (Deputy)	Not known
Mobile Telephone Number (Deputy)	Not known
Email Address for Immediate Contact (Deputy)	john.mulholland.rwsa@dsl.p ipex.com
British Rowing Membership Number (Deputy)	Not known
COACHES	
How many coaches are there in your club?	34
Of those, how many have British Rowing coaching qualifications that are IA?	4
How many have British Rowing coaching qualifications that are UKCC Level 2 (or Bronze) and above?	18
How many have a current British Rowing number?	30
SAFETY EQUIPMENT	
How many throw bags (rescue lines) do you have available?	5
How many lifejackets/buoyancy aids do you have available?	18
BOATS	
What is the total number of boats, including privately owned? (I)	54
What is the total number of boats, including privately owned? (II-/x)	14
What is the total number of boats, including privately owned? (II+)	0
What is the total number of boats, including privately owned? (IV-/x)	9
What is the total number of boats, including privately owned? (IV+)	8
What is the total number of boats, including privately owned? (VIII)	6
How many of those were built since April 2003? (I)	17
How many of those were built since April 2003? (II-/x)	5
How many of those were built since April 2003? (II+)	0
How many of those were built since April 2003? (IV-/x)	3
How many of those were built since April 2003? (IV+)	3
How many of those were built since April 2003? (VIII)	2
How many of those were built before April 2003? (I)	37
How many of those were built before April 2003? (II-/x)	9
How many of those were built before April 2003? (II+)	0
How many of those were built before April 2003? (IV-/x)	6
How many of those were built before April 2003? (IV+)	5
How many of those were built before April 2003? (VIII)	4
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (I)	2
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (II-/x)	5
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (II+)	0
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (IV-/x)	3
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (IV+)	3
How many boats including privately owned, built since 2003, are plated to comply with the requirements of the Row Safe guide? (VIII)	3
How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (I)	54

How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (II-/x)	11
How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (II+)	0
How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (IV-/x)	7
How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (IV+)	7
How many boats including privately owned, built prior to April 2003, are deemed to satisfy the requirements of the Row Safe guide and not require additional buoyancy? (VIII)	4
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (I)	0
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (II-/x)	3
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (II+)	0
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (IV-/x)	2
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (IV+)	1
How many boats including privately owned are deemed to require additional buoyancy if used in a potential swamping situation? (VIII)	2
How many launches do you have under the following headings? - Coaching	4
How many launches do you have under the following headings? - Rescue	
How many launches do you have under the following headings? - Safety	
Have all the boats at the club (club and private) been marked with numbered with BoatIDs and registered?	No
Please enter the compliant boat IDs for launches under the PLA's exemption ag	TYN 001 TYN 002
1.1 SAFETY NOTICE BOARDS	
a) Have a designated Safety Notice Board in a prominent position?	Yes
b) Ensure that new members are shown the Safety Notice Board and information explained to them?	Yes
c) Have a list of vital telephone numbers as detailed in the ""Row Safe"" guide?	Yes
1.2 RISK ASSESSMENT	
a) Have a suitable risk assessment(s) that cover its activities both on and off the water, which adequately address emergency issues?	Yes
b) Have risk assessments to cover competitions and training camps if it organises these activities?	Yes
c) Review its risk assessments regularly?	Yes
1.3 CLUB SAFETY PLANS	
Have a Club Safety Plan which satisfies the points in the ""Row Safe"" guide and is it communicated to new and existing club members?	Yes
1.4 COMPETITION SAFETY PLANS	

a) Ensure its Competition Safety Plan is published and circulated by the Competition Organisers?	Yes
b) Inform those affected by the Competition Safety Plan what actions are to be taken, by whom and when, and in what sequence, to maintain effective control and co-ordination?	Yes
c) Send Competition Safety Plans or relevant off-prints so both competitors and officials receive these at least three days prior to the competition?	Yes
d) Ensure that Competition Safety Plans are in place even for small private competitions?	Yes
e) Ensure the Competition Safety Plan adequately addresses the topics raised in the ""Row Safe"" guide?	Yes
1.5 INSURANCE	
a) Have adequate Public Liability Insurance cover including ""Member to Member"" extension?	Yes
b) Ensure its insurance policy, covers all club activities, inc. learn 2 row courses, fun regattas, taster sessions, etc?	Yes
c) Ensure that the coaches they employ are covered by club or their own insurance?	Yes
1.6 TRAINING CAMPS	
a) Establish contact details for all participants in case of emergency?	Not Applicable
b) i) Check insurance is in place for club and relevant non-club equipment	Not Applicable
b) ii) Check insurance is in place for member-to-member cover	Not Applicable
b) iii) Check insurance is in place for personal travel insurance	Not Applicable
c) Ensure the Training Camp Organising Committee addresses the topics raised by the ""Row Safe"" guide?	Not Applicable
1.7 WEATHER AND ENVIRONMENT	
a) Ensure that the Safety Plan or safety rules address the topics covered in the ""Row Safe"" guide?	Yes
b) Ensure these rules communicated to club members?	Yes
1.8 COLD WATER IMMERSION	
a) Manage the risks BEFORE the outing if cold water immersion and hypothermia are assessed as potential issues in accordance with the ""Row Safe"" guide?	Yes
b) Communicate rules and risk controls to club members and coaches to ensure these are adequately managed in accordance with ""Row Safe"" guide?	Yes
1.9 SWIMMING AND CAPSIZE	
a) Ensure that ALL participants are instructed in the actions to be taken in the event of a capsize (for all boat types) to cover the topics in ""Row safe"" guide?	Yes

b) i) Ensure that ALL participants in rowing must be able to demonstrate when asked they are both competent and confident in and under the water by swimming at least 50 metres in light clothing (rowing kit)	Yes
b) ii) Ensure that ALL participants in rowing must be able to demonstrate when asked they are both competent and confident in and under the water by treading water for at least two minutes	Yes
b) iii) Ensure that ALL participants in rowing must be able to demonstrate when asked they are both competent and confident in and under the water by swimming under water for at least 5 metres	Yes
c) Require participants, who are unable to demonstrate the minimum swimming standards, to wear a personal flotation device (PFD)?	Yes
d) Ensure swimming ability and capsized training is recorded for each member of the club?	To Address
2.1 SAFETY AIDS	
a) Ensure that all lifejackets and buoyancy aids (PFDs) conform to the relevant national EN standards and carry the CE mark of approval?	To Address
b) Have written procedures in place for the use of safety aids and ensure that all members understand and follow them?	To Address
c) Require all coxswains to wear an approved lifejacket or buoyancy aid on top of all other garments when in a boat (noting front loader guidance)?	Yes
d) Require all launch drivers and passengers to wear an approved lifejacket or buoyancy aid on top of all other garments when in a launch?	Yes
e) Require all participants who cannot meet the swimming competency standard set by British Rowing or the club to wear a lifejacket or buoyancy aid when in a boat?	Yes
f) Where, because of a medical problem, there is a risk to a participant of becoming unconscious or immobile, require an automatic lifejacket to be worn?	Yes
g) Require lifejackets and buoyancy aids to be checked for wear and tear before each use and provide a proper designated place where they can dry out naturally away from a heat source?	Yes
h) Ensure that all safety aids, particularly throw lines, are readily accessible and stored ready for use where they may be needed in an emergency.	Yes
i) Require all those involved in rowing to be trained and have had practice in the use of a throw line?	Yes
j) Ensure throw lines and space blankets are carried by coaches and those monitoring activities?	Yes
k) Ensure lifejackets are frequently checked for damage, leaks and gas cylinder integrity and that the check is recorded in a maintenance log?	Yes
l) Require junior beginners to wear a PFD until they have completed a swim test, received training in capsized procedure and reached a satisfactory level of competence in, for example, a single sculling boat?	Yes

2.2 STEERING AND NAVIGATION	
a) Train members to ensure they are competent to control boats and equipment in accordance with ""Row Safe"" guide?	To Address
b) Ensure those steering are aware of any poor visibility navigation rules?	To Address
2.3 BOATS AND BLADES	
a) Ensure that all newly constructed boats have sufficient inherent buoyancy, together with their oars and sculls, that they can support a seated crew of the stated design weight such that the rower's torsos remain out of the water and the boat can be manoeuvred?	Yes
b) Confirm with the manufacturer or supplier that the boat being supplied complies with the British Rowing or FISA's requirements on buoyancy and insist on the boat being plated accordingly? Note: CE mark according to Recreational Craft Directive is required	Yes
c) If, after a risk assessment for a planned activity, it is judged that a boat, new or old, does not have sufficient inherent buoyancy, does the club require additional buoyancy to be added?	Yes
d) Require, where the construction shape of a boat or its composition is such that the bow presents a hazard in collision, a solid ball of not less than 4cm diameter made of rubber or material of similar resilience is firmly attached to the bow?	Yes
e) Require, where 'fitted shoes' are employed, they have effective heel restraints properly adjusted (the heel must be prevented from rising higher than the lowest fixed point of the shoe) and in working order. Likewise, the foot release from any other type of fitment that may be used is self-acting and not require the intervention of the athlete or a rescuer?	Yes
f) Require all buoyancy compartments to be watertight to ensure effective operation?	Yes
g) Require rudder lines, steering mechanisms, rudder and fin, to be secure and in good working order, along with the 'buttons' on oars and sculls to be secure and properly set?	Yes
h) Require the checks detailed in the ""Row Safe"" guide to be made before each outing?	Yes
2.4 LAUNCH DRIVING	
a) Require all launches to carry a plate stating the maximum weight it can safely support, together with this translated into the number of adults?	Yes
b) Require launch drivers to hold, as a minimum, the RYA Level 2 powerboat certificate (appropriate to water conditions; tidal v non-tidal) or equivalent training?	To Address
c) Require all launch drivers and passengers to carry an appropriate form of communication device to summon help where necessary (eg, mobile telephone or marine VHF)?	Yes
d) Require launch drivers to know the emergency frequencies or numbers in case of an emergency (these can be laminated and stuck inside the launch)?	Yes

e) If carrying a marine VHF radio, the operator must hold a Short Range Certificate (SRC) and follow correct radio procedure at all times	To Address
f) Require launch drivers to understand and follow the rules of the water upon which they are operating and at all times, except in an emergency, adhere to the speed limits in place on that stretch of water?	Yes
g) Have rules in place on boating in dark or low visibility situations?	Yes
h) Require launches to carry the equipment as required by the ""Row Safe"" guide and require that launch drivers must check that the launch is carrying the appropriate emergency equipment before going afloat?	Yes
i) If launches are used for safety cover, ensure they comply with the ""Row Safe"" guide?	To Address
j) Comply with the Row Safe note on Aluminum 'Tin Fish', coaching catamarans and traditional long and narrow-beam 'low-wash' coaching launches?	To Address
2.5 TRANSPORT AND TRAILER	
a) Provide information and diagrams showing the recommended arrangement for loading, including the allowable load projection?	To Address
b) Ensure that a copy of the trailer insurance and any club vehicle insurance is displayed in the club/boathouse and towing vehicle?	To Address
c) Have a method to check the nose weight of the trailer?	To Address
d) Provide projection markers and lights?	Yes
e) Ensure that adequate ties, (in good condition), are available?	Yes
f) Ensure that information regarding the Maximum Allowed Mass (MAM) is fixed to the trailer? Note: Information regarding tyre pressure and unladen trailer weight is also recommended.	To Address
g) Require that the driver checks the tyres (including spare), lights, projection markers and the security of the load, jockey wheel and brakes before each trip?	To Address
h) Ensure that the vehicle used for towing is appropriate for the length, load and type of trailer and that the trailer carries a spare wheel and suitable tools and jack for changing a wheel?	To Address
i) Require drivers to always carry a passenger to help with navigation, maneuvering, and any emergency, which may arise and to be aware of the dangers of high winds and icy road conditions and consult the weather forecast before setting off?	To Address
j) Ensure that, if towing or using vehicles overseas, any local rules are adhered to (lights, spares, yellow vests, fire extinguishers , triangle, overhang, etc.)?	To Address
k) Require drivers to take breaks for journeys of longer than 2 hrs duration or have a buddy driver accompany them on long journeys and ensure an effective communication system is set up with the club for the journey? (mobile phone - note hands free sets required)	To Address
3.1 BEGINNERS	
a) Record ALL the information from beginners as listed in the ""Row Safe"" guide before allowing any activity to start?	To Address

b) Cover the topics listed in ""Row Safe"" (where relevant) in your club induction?	To Address
c) Ensure the identified risk controls are in place as listed in ""Row Safe"" guide?	Yes
3.2 JUNIORS	
a) Record ALL the information from Juniors as list in the ""Row Safe"" guide before	Yes
b) Cover the topics listed in the ""Row Safe"" guide (where relevant) in your club	To Address
c) Ensure the identified risk controls in place as listed in the ""Row Safe"" guide	Yes
3.3 ADAPTIVE	
a) Conduct a risk assessment and produce an action plan for each individual a	To Address
b) Provide high visibility markings for all pathways (including stairs) througho	To Address
c) Ensure boathouse and club are kept orderly and tidy as appropriate for ada	To Address
d) Provide a suitable rescue launch?	To Address
e) Establish and practise procedures for managing incidents, including capsiz	To Address
3.4 TOURING	
a) Ensure that Tour organisers survey the route and produce a plan identifying l	Not Applicable
b) Ensure all tour members are provided with a copy of the tour's safety plan ar	Not Applicable
c) Before using a waterway with locks, tourers should consult the relevant admi	Not Applicable
d) Ensure Tour organisers have appropriate insurance cover?	Not Applicable
e) Ensure crew members declare any medical condition or disability which may	Not Applicable
3.5 COASTAL	
Ensure the topics identified in the ""Row Safe"" guide are complied with - cove	Not Applicable
3.6 INDOOR ROWING	
a) Advise all participants of the potential health risks associated with strenuous exercise, and for those at risk due to a current or previous illness or injury, ask them to arrange a health check with a medical practitioner, prior to any activity?	Yes
b) Ensure that the machines are safely located and regularly serviced and maintained in good working order as recommended by the manufacturer?	Yes
c) Provide appropriate induction sessions for beginners together with appropriate notices and instruction on safe use (clothing, storage, monitor set up, etc) and potential health issues?	Yes
d) Record all incidents relating to indoor rowing machines on the British Rowing incident reporting system?	Yes
e) Assess and manage the risks prior to, and during, the running of an activity or event?	Yes
f) Ensure high standards of equipment hygiene are maintained and users clean the handle and machine after use?	Yes
4.1 INCIDENT REPORTING	
a) Require that all club members are made aware of what constitutes an incident and 'near incident' that needs reporting and that all are aware of how to report them online?	Yes

b) Regularly monitor the British Rowing online reporting system to gather information on club incidents and use the statistics to develop safer practices?	Yes
c) Keep the members informed of incidents and 'near incidents' at the club and ways in which action must be taken to avoid repetition?	Yes
4.2 SAFETY AUDITING	
a) Ensure that an accurate annual British Rowing Water Safety Audit is completed and delivered on time to the Regional Water Safety Adviser?	Yes
b) Review the findings of the Club's Water Safety Audit and implement its recommendations at committee level as appropriate?	Yes
5.1 SUNBURN AND HEAT STRESS	
Advise members about the risks of sunburn, heat stroke and heat exhaustion, and of local guidance relating to this issue?	Yes
5.2 FIRST AID	
a) Have an Emergency Action Plan (EAP) within the Club Safety Plan and communicate the EAP to all club members?	Yes
b) Keep a record of Club First Aiders and encourage them to maintain their certification?	To Address
c) Provide suitable quantities of first aid materials within box(es) clearly identified as "First Aid" and locate sufficient First Aid Boxes in easily accessible areas of the club and/or boathouse?	Yes
5.3 WATERBORNE DISEASES	
Provide information on diseases most likely to be encountered by club members, either on their home water or when they visit other venues?	Yes
OTHER	
Further Comments	We are about to agree a new individual to act as "deputy" water safety adviser, but this hasn't been confirmed yet.