



RISK ASSESSMENT
Head of the River Race – Helford
Saturday 7th October 2017

Ref. No.: HRR 2017

Revision: 1

Date: 16/09/2017

Page: 1 of 3

S	Severity	1 – No injury	2 – Minor / First Aid	3 – 7-day absence (from work / school)	4 – Major injury	5 - Fatal
L	Likelihood	1 - Unlikely	2 – Occasional / Possible	3 - Frequent	4 - Regular	5 - Common
R	Risk Rating R = L x S	1- 3 = LOW (to be continually monitored)		4 – 6 = MEDIUM (to be continually monitored)	7 – 25 = HIGH (Not acceptable)	

Activity	Hazard Description	Possible Effect & to Whom?	Initial Risk			Control Measures	Residual Risk			Comments /Further Actions
			S	L	R		S	L	R	
Vehicle Movement with trailers onto beach	Risk of injury with pedestrians coming into contact with slow moving vehicles and trailers	All	2	2	4	Marshalls to be in place to help guide vehicles whilst reversing. Marshalls to instruct pedestrians to keep clear while vehicles are moving. Pedestrians to utilise off road paths as requested. All Marshalls are to wear high visibility vests. All Marshalls will receive a briefing prior to event starting.	2	1	2	Document to be referred to in relation to this Risk Assessment – CPGA - Health, Safety and Water Guide. No Further Controls Required
Loading and unloading of boats, lifting and carrying, manual handling	Risk of muscular skeletal injuries sprains and strains	All	2	2	4	All boats to be unloaded and loaded in a safe manner. Nominated person to 'take the lead' and coordinate movements with due consideration to all involved. Clubs to ensure there are enough people to carryout lifting in a safe manner. Marshalls to be in place to guide.	2	1	2	No Further Controls Required
Driving and Towing	Risk of Accidents whilst traveling due to unstable or unsecured loads	Drivers & Passengers	2	2	4	Drivers are responsible for ensuring security of boats when loaded. Loads should be loaded to ensure even distribution of weight to avoid poor vehicle control. Only drivers with the correct license are permitted to tow vehicles. All vehicles are to ensure trailer board lights are functional and display a valid number plate. Drivers are to check load security when stopping mid journey. Trailers should be equipped with spare wheels and equipment to change a wheel if necessary. Trailers are maintained in a roadworthy condition. Passengers should be moved away from the vehicle in the event of a breakdown.	2	1	2	No Further Controls Required
Physical Exertion	Risk of heat related injuries and dehydration	All	2	3	6	First aiders and First Aid kit to be on site and available. First Aid Trained Personnel in attendance from each club. Provision of water will be made available. Advise of sun block and sun hats if required.	1	3	3	No Further Controls Required



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Page: 2 of 3

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			S	L	R		S	L	R	
Adverse Weather or Water Conditions. Waves, Wind, Tidal State. Unexpected change in rowing conditions	Risk of waterborne craft becoming unstable	Rowers, Coxswains, Safety Boat crews	2	2	4	Weather conditions and forecasts will be checked prior to the event taking place. Conditions will be checked before and monitored during the event. Suitable safety craft to be available while competitive crews are on the water. Local port and water authorities are contacted prior to the event and crews taking to the water Attendance at Race Briefing	2	1	2	No Further Controls Required
Man Over Board	Unexpected persons entering of water and risk of drowning	Rowers, Coxswains, Safety Boat crews	5	2	10	All competitors must be able to swim or wear lifejackets.. Competitors under the age of 18 years old must wear life jackets and received instructions of use of life jackets. All adult coxswains must wear life jackets when coxswaining under 18 competitors. Crew are to remain with boat until rescued. All life jackets to be checked for serviceability annually and records maintained.	5	1	5	No Further Controls Required
Communications	Lack of poor communications unable to contact emergency services	All	2	2	4	Attendance at Race Briefing. VHF Radios are to be available for communications between land and water. VHF operators should be qualified to RYA Short Range Operators or fully conversant with VHF protocol. Mobile phones to be used as back up to VHF in case of emergencies.	2	1	2	No Further Controls Required
Single or multiple boat collisions due to accidental coming together or weather conditions	Capsized or sinking boats risk of competitors entering the water	Rowers, Coxswains, Safety Boat crews	3	2	6	Safety boat to be prepared to assist. Safety boat and safety staff to monitor boats and warn as necessary. Drivers of safety boats are competent in the use of powered water craft. Loud hailer and VHF Radio to be available on the safety boat. Safety boat to have communication with HRGC starter, HRGC club member on the shore line. Dangerous activity, competitors will be sent to shore. Adult rowers to assist coxswains in the water. Crews are to remain with boat until rescued. Safety boat to be prepared to assist to remove competitors from the water. Adequate first aid provisions to be held on the Safety boat.	3	1	3	No Further Controls Required



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Page: 3 of 3

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Collision with other boats	Risk of collision with other craft, fishing boats sailing boats, other events taking place	Rowers, Coxswains, Safety Boat crews	2	2	4	All crews are to be aware of other craft on or near them. Rowing crews are to allow adequate space between them and other craft users. Priority of water to be given to other craft on the water.	2	1	2	No Further Controls Required
Collision with fixed structures	Risk of Collision with floating pontoons, piers and water markers and buoys	Rowers, Coxswains, Safety Boat crews	2	2	4	All crews to be aware of their surroundings, including piers, quays, moored barges. Crews are to be aware of running tides, sea state (i.e. waves and surge) Abridged Chart of the River to be provided.	2	1	2	No Further Controls Required
Slips trips and falls	Algae and seaweed on the beach and within the harbour including uneven and loose ground	Rowers, Coxswains, Safety Boat crews	2	2	4	All competitors advised to take additional care on slippery surfaces and within the harbour. Boats are to be steadied while crews are climbing in and out on the shoreline. All competitors advised to take additional care when entering and leaving boats. Crews should avoid dismounting over the side when close to shore.	2	1	2	No Further Controls Required

Risk Assessment completed by: Tony Halliday	Signature:	Date: 16 September 2017
Approved by: Steve Bagshaw	Signature:	Date: 16 September 2017