



RISK ASSESSMENT
Head of the River Race – Helford
Saturday 6th October 2018

Ref. No.: HARR 2018

Revision: 1

Date: 5/09/2018

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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	
Driving and Towing	Risk of Accidents whilst traveling due to unstable or unsecured loads	Drivers & Passengers	4	2	8	Drivers are responsible for ensuring security of boats when loaded Trailers are maintained in a roadworthy condition (functional handbrake) Loads should be evenly distributed to avoid poor vehicle control Ensure trailer is properly mounted on tow hitch with safety brake line attached Ensure boat is secured to trailer and adequately supported 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 Passengers should be moved away from the vehicle in the event of a breakdown	2	1	2	No Further Controls Required
Vehicle Movement with trailers onto beach	Risk of injury with pedestrians coming into contact with slow moving vehicles and trailers	All	4	2	8	Marshalls to be in place to help guide vehicles whilst reversing, drivers to follow instructions All Marshalls are to wear high visibility vests All marshalls will receive a briefing prior to event starting Marshalls to instruct pedestrians to keep clear while vehicles are moving Pedestrians to utilise off road paths as requested Trailers to be unhitched and positioned whenever possible Trailers to be removed as instructed by Marshalls	2	1	2	No Further Controls Required
Loading and unloading of boats, lifting and carrying, manual handling	Risk of muscular skeletal injuries sprains and strains	All	3	2	6	All boats to unloaded and loaded in a safe manner Clubs to ensure there are enough people to carry out lifting in a safe manner Marshalls to be in place to guide	2	1	2	No Further Controls Required



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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	4	2	8	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. At least one representative of each crew to attend the coxswains meeting/Safety Brief	2	1	2	No Further Controls Required
Man Over Board	Risk of persons accidentally entering water and drowning	Rowers, Coxswains, Safety Boat crews	5	2	10	All competitors should be able to swim or wear lifejackets.. All life jackets to be checked for serviceability annually and records maintained Competitors under the age of 18 years old must wear life jackets and received instructions of use of life jackets. All coxswains must wear life jackets Crew are to remain with boat until rescued. Any crew witnessing an incident to stop rowing and raise the alarm on the radio/raise oars	5	1	5	No Further Controls Required
Communications	Lack of poor communications unable to contact emergency services	All	5	2	10	VHF Radios are to be available for communications between land and water. Working channel identified at Safety Briefing/Coxswains Meeting 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



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			S	L	R		S	L	R	
Single or multiple boat collisions due to accidental coming together or weather conditions	Risk of competing boats colliding	Rowers, Coxswains, Safety Boat crews	5	2	10	Competitors should be aware of the race course It is a straight line pursuit race, overtaking boats must pass well clear and only when it is safe to do so All crews to be aware of potential bottlenecks on course, particularly at the finish. Safety boat and safety staff to monitor boats and warn as necessary. Coxswains, rowers should comply unless it is clearly dangerous to do so. 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. Adequate first aid provisions to be held on the Safety boat.	9	1	3	No Further Controls Required
Collisions between competing boats	Impact risk to those involved, risk of drowning due to capsizing	Rowers and coxswains	5	2	10	Crews are to remain with boat until rescued. Adult rowers to assist coxswains in the water if safe to do so. Safety boat to be prepared to assist to remove competitors from the water. Safety boat to be prepared to advise.	3	1	3	
Collision with other boats	Risk of collision with other craft, fishing boats sailing boats, other events taking place	Rowers, Coxswains, Safety Boat crews	5	2	10	Event well advertised locally 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. Priority given to deeper draft vessels i.e. be prepared to leave main channel to avoid a collision	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	3	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) Chart of the River to be provided.	2	1	2	No Further Controls Required
Recovery of boats upon completion of race	Risk of unnecessary congestion at finish. Muscular skeletal injuries when loading trailers	All those involved in the task	3	2	4	Crews to be aware of where their trailer is located at the finish and which slipway to use Marshalls (in hi vis) present to advise Adequate numbers present to load boat on to trailer Good communications between all involved in the task Boats to be adequately secured to trailer before being towed Trailer to be securely connected to vehicle.	2	1	2	No Further Controls Required



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Trailer congestion at clubhouse	Risk to public through accidental contact between trailers and persons	Injury to anyone in the area	5	2	10	Towing vehicles to be aware of surroundings Follow directions from Marshalls Keep vehicle speed to an absolute minimum Be aware of trailer tailswing	2	1	2	No Further Controls Required
General Slips trips and falls	Algae and seaweed on the beach and slipways including uneven and loose ground. Possibly muddy conditions at the clubhouse	Rowers, Coxswains, Safety Boat crews	2	2	4	All competitors advised to take additional care on slippery surfaces when launching and recovering boats 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: 28 Sept 2018
Approved by: Steve Bagshaw	Signature:	Date: 28 Sept 2018