

THE BARRIE ROWING CLUB



SAFETY PROGRAM



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Definitions:

Athlete: includes rowers, scullers and coxswains.

Member: Any person who has maintained good standing in the Barrie Rowing Club.

Inexperienced Rower: Any athlete who has not been deemed a competent rower by the Club Manager.

Includes Learn to Row athletes and recent LTR graduates.

Safety Director: This position is elected (or acclaimed) to the board by the membership

Safety Advisor: the Safety Director will perform the duties of this role.

Club Manager: a paid position appointed by the Board of Directors.

Dock Manager: duties currently assumed by the Club Manager.

Head Coach: This is a volunteer position appointed by the Board of Directors.

Other Club Officials: from time to time the Board of Directors may appoint officials to carry on specific duties.

1. THE SAFETY PROGRAM – WHAT IS IT?

- 1.1 The BRC's Safety Program is a comprehensive system of safety-related policies, rules, requirements, practices and procedures governing the activities of the Barrie Rowing Club and all its members.
- 1.2 This Safety Program Manual sets out the various components of the Safety Program. It is important to remember, however, that the Safety Program is much more than just a set of written policies, rules, and requirements. The Safety Program includes ACTIONS: on-going safety instructions and education; safety precautions that must be taken every day; and safety procedures that must be carried out in specific situations.

2. STATEMENT OF SAFETY POLICY

- 2.1 Rowing is a safe sport when conducted with due consideration for the risks inherently associated with any outdoor water sport. There is the risk of personal injury from collision and the risk of drowning when rowing participants find themselves in the water. All risks are heightened in cold water. While contending with difficult weather conditions is part of the sport, safe enjoyment of the sport is the aim. Concern for personal safety must be paramount. BRC has assessed the risks unique to the club and the area of operation and has prepared the safety procedures in this Safety Program to minimize those risks. Nothing in this document in any way limits an individual's responsibility for assessing his or her personal skills and for the outcome of his or her decisions and actions.

3. RELEASE, WAIVER AND ASSUMPTION OF RISK

- 3.1 Participation in rowing/sculling involves some dangers (including but not limited to dangers associated with water and hypothermia) and risks of accident and injury. Every member of the Club fully assumes all such risks. On behalf of him/herself (and his/her heirs, executors, administrators, assigns and any other person), every member releases, discharges and holds harmless the Barrie Rowing Club, its officers, directors and agents (including coaches) from any and all liability for accident, injury, death, loss or damage, whenever or however caused, notwithstanding any negligence of any of the foregoing people.

4. GOALS OF THE SAFETY PROGRAM

- 4.1 The goals of the Safety Program are as follows:

- 1) To protect the lives, health and safety of all Club Members and all those who may be affected by the activities of the club.
- 2) To promote safety awareness and safe actions.
- 3) To eliminate hazards and unsafe actions, and to prevent accidents and injuries.

5. RESPONSIBILITIES

5.1 Responsibilities of the Board of Directors

The Board of Directors of The Barrie Rowing Club shall:

- 5.1.1 Ensure that an effective safety program is in place.

- 5.1.2 Appoint or otherwise select a Safety Director.

5.1 Responsibilities of the Board of Directors (cont'd)

- 5.1.3 Board to ensure a safety program is in place that will ensure that Safety Director, other directors, coaches, staff members, safety boat drivers, and others understand their responsibilities.

- 5.1.4 Decide on appropriate corrective action (if any) in cases where any of the safety rules, regulations or procedures has been contravened.

- 5.1.5 Take every reasonable precaution to provide a safe environment for Club members and those who may be affected by the activities of the Club.

5.2 Responsibilities of the Safety Director

The safety Director shall:

- 5.2.1 monitor the effectiveness of the Safety Program and shall propose changes to ineffective sections of the Safety Program to the Board of Directors..

- 5.2.2 Co-ordinate and oversee the Club's Safety Program.

- 5.2.3 Ensure that the Safety Central desk is properly equipped with sign-out/sign-in log and a copy of the Club's Safety Program, and that appropriate safety-related information (including emergency telephone numbers, main safety rules, plan of the local water and navigation pattern) is posted in a prominent location in the boathouse.
- 5.2.4 Ensure that Coaches, safety boat drivers, coxswains and all others who have safety related responsibilities understand their responsibilities.
- 5.2.5 Monitor adherence to the Club's safety rules, regulations and requirements.
- 5.2.6 Take every reasonable precaution to provide a safe environment and to protect the lives, health and safety of Club members and those who may be affected by the activities of the Club.

5.3 Responsibilities of the Club Manager

- 5.3.1 Be familiar with the BRC Safety Program
- 5.3.2 Monitor compliance of the BRC Safety Program by athletes, coaches and safety boat drivers
- 5.3.3 In the case of the non-compliance,
 1. First Instance. Give verbal direction to member on how to correct their behaviour
 2. Second Instance. Give second verbal warning and note date and time of warning in Club Manager Log Book, and have member initial entry
 3. Third Instance. Notify Safety Director by email of incident and record in Club Manager Log Book

In the case of a contravention of the BRC Safety Program that threatens the safety of other members or BRC equipment notify Safety Director immediately
- 5.3.4 Ensure Card is displayed above sign out book detailing one of the following ,
 1. Rowing Cancelled due to Weather
 2. Cold Water Rules in Effect
 3. Warm Water Rules in Effect, No Safety Boat
 3. Warm Water Rules in Effect, Safety Boat on Water

5.4 General Responsibilities of Coaches

In addition to the specific responsibilities as set out herein, coaches, staff members and, where applicable, safety boat drivers shall:

- 5.4.1 Take all reasonable measures to provide a safe environment, and take every reasonable precaution to protect the lives, health and safety of Club members and those who may be affected by the activities of the Club.
- 5.4.2 Be thoroughly familiar with and obey all safety rules, regulations and requirements.
- 5.4.3 Provide effective safety training, instruction and education to athletes in their charge, and ensure that all crew members are properly trained in emergency procedures.
- 5.4.4 Ensure the safety boats in their charge are properly equipped. (See Section 16 – Safety Boats and Equipment.)
- 5.4.5 Provide effective safety supervision of the crews and athletes for which they are responsible. (See Section 18 – On-the-Water Safety Precautions and Procedures.)

- 5.4.6 Respond effectively to any emergency, and immediately implement appropriate procedures to deal with such emergency. (See section 19- Emergency Procedures.)
- 5.4.7 Take all necessary measures to facilitate the provision of required medical aid.
- 5.4.8 The Head Coach shall be the sole authority for assessing whether an athlete is competent in the position of Coxie. Only competent Coxies shall be permitted to be in charge of a boat.

5.5 Responsibilities of Athletes

An athlete shall:

- 5.5.1 Be familiar with and obey all safety rules, regulations, and requirements.
- 5.5.2 Perform proper stretching exercises before any workout
- 5.5.3 Wear proper visible clothing, sun block, etc., appropriate to the season, weather, and lighting conditions.
- 5.5.4 Obey all instructions of coaches, Club officials (including the Club Manager) and coxswains.

6. HAZARDS AND RISKS

6.1 Although rowing is a relatively safe sport, there is, due to its nature, the potential for accidents, injury and even death. It is essential for all club members to be aware of the hazards and risks associated with the sport of rowing, in order that the risks can be minimized.

6.2 Weather and Meteorological Hazards

- Heat
- Cold
- Darkness
- Fog
- Wind
- Lightning
- Hail

6.3 Hazards on the Water

- Waves, wakes, swells
- Rafts, buoys, moored boats, channel markers
- Other boats, swimmers
- Logs, deadheads, and other floating debris
- The shore
- Other rowing shells and their oars

6.4 Hazards on Shore

- Objects in and around the boathouse
- Pedestrians
- Slippery surfaces (e.g. grass, dock)

6.5 **Risks**

- Drowning (without doubt, this is the most serious risk of all)
- Collisions with objects on the water (especially other rowing shells – a very serious risk)
- Being in a shell that capsizes or is swamped
- Hypothermia
- Collisions off the water (in the boathouse, on land, on the dock), causing knocks, scrapes, and cuts
- Dehydration, cramps
- Heat-related conditions (e.g. sunburn, heat cramps, heat exhaustion, heat stroke)
- Soft tissue injuries (e.g. muscle pulls, strains, tears)

6.6 **COLD-WATER RESTRICTIONS**

The risks of hypothermia and drowning are considerably higher when the temperature of the water is below 15°C. Consequently, special cold-water rules are in effect from October 15 to June 14 inclusive. (See Section 10.4 – Navigation Pattern and Section 15 – Safety Boat Supervision.) The Safety Director or Head Coach may impose the cold-water rules earlier than October 15 or after June 14 if the water temperature is below 15°C, and may suspend the cold-water rules after October 14 or before June 15 if the water temperature is above 15°C.

7. **SAFETY TRAINING AND EDUCATION**

7.1 Safety education is a required component of:

- Information packages to new members
- Learn-to-row program
- Coxswain clinics
- Basic training for coaches, staff members and safety boat drivers

7.2 All coaches, staff members, safety boat drivers and participants in BRC programs are expected to read and understand the Barrie Rowing Club Safety Program.

7.3 The safety instruction referred to in Section 7.1 shall include training in emergency procedures (see Section 19 – Emergency Procedures).

7.4 All coaches are encouraged to obtain technical coaching through Rowing Canada or Rowing Ontario. As a minimum coaches are required to review the BRC Teaching Guidelines.

7.5 All coaches, staff members and safety boat drivers are encouraged to obtain first aid and CPR certification.

8. **SWIMMING, MEDICAL AND INSURANCE REQUIREMENTS**

8.1 Every athlete must attest in writing that he/she is able to pass the BRC swim test, which consists of swimming 100 metres without stopping, treading water for 5 minutes, and putting on a life jacket while treading water.

8.2 Every athlete must complete, sign and date the Medical Information section of the Membership Registration form.

8.3 Every participant in BRC programs who is 18 years of age or older must sign and date the Club's Release, Waiver and Assumption of Risk form.

- 8.4 The parent or legal guardian of a participant in BRC programs who is under 18 must sign and date the Club's Parental Consent form.
- 8.5 No person shall be permitted to participate in BRC programs who has not paid the required membership fee necessary to ensure proper liability insurance coverage.

9. POSTED INFORMATION

- 9.1 The following information shall be posted in a prominent location in the boathouse:
- A copy of this Safety Program manual
 - Emergency telephone numbers
 - Ambulance: 9 1 1
 - Barrie Police Service: 9 1 1
 - Barrie Fire and Emergency Service: 9 1 1
 - Royal Victoria Hospital: 728-9802
 - Main safety rules
 - Plan of the local water showing danger spots, safe havens, safe beaching locations, and proper navigation pattern.
 - Information on hypothermia.

10. PLAN OF THE LOCAL WATER AND NAVIGATION PATTERN

- 10.1 The plan of the local water shall show the following **Danger Spots:**

Channel markers at Brentwood Marine
Fish habitat lagoon and archipelago just West of BRC boathouse
Boat traffic at Tiffin St. boat ramp
Rotary Club fountain spit
Scuba divers' marker just south of Rotary Club fountain (occasional)
Marina breakwater spit
Boat traffic at mouth of Marina
Boat traffic at government dock and transient boater slips
Buoys and markers at various locations (occasional)

10.2 **Launching and Docking Pattern**

When the dock is aligned in an east-west orientation, all shells that launch from the outside of the dock shall launch towards the west. Likewise, all shells returning to the dock shall approach the dock in a westerly direction, from the east. A shell launched from the inside of the dock shall turn and head westwards as soon after launching as it is safe to do so.

10.3 **Navigation Pattern**

Shells traveling clockwise around Kempenfelt Bay shall stay close to shore. Shells traveling counter-clockwise around the Bay shall stay away from the shore. Thus, two shells passing each other in opposite directions shall pass starboard-to-starboard.

- 10.4 Rowing shells shall stay within safe proximity to the shore at all times. While the cold-water rules are in effect (Oct. 15 – June 14 unless otherwise directed), rowing shells shall stay within 100 metres of shore.

11. GENERAL RULES

- 11.1 Every member shall be familiar with and shall obey all safety rules, regulations and requirements.
- 11.2 No smoking is permitted on Club premises nor in or around the Club boats.
- 11.3 Alcohol is prohibited on Club premises and when using any Club equipment such as safety boats, vehicles, rowing shells, etc.
- 11.4 All members must respect the rights of others who use the lake and the waterfront, and must be courteous to them at all times.
- 11.5 Listen, without talking, when the coach or coxswain is speaking. Obey your coach, coxswain and Club officials. If you have a concern or question about your coach's or coxswain's instructions, obey first, question later.

12. BOATHOUSE RULES

- 12.1 The Club shall keep in a readily accessible location in the boathouse a properly stocked first-aid box plus thermal blankets and/or warm clothing.
- 12.2 All members shall contribute towards keeping all areas of the boathouse (including training room, washroom/shower areas) clean, tidy, organized, and secure.
- 12.3 All members shall co-operate to guard the security of the boathouse, equipment and other property; to ensure that equipment is properly put away and that, when leaving the boathouse unattended, all doors are closed and locked. Notify a Club official immediately if you discover a security problem, loss of or damage to property, etc.
- 12.4 Do not run or engage in horseplay in the boathouse or around shells or oars.

13. EQUIPMENT RULES

- 13.1 When carrying a shell, remember that your visibility is restricted. Be alert for pedestrians and other obstacles. Make sure that the bow, stern and riggers of your shell stay clear of other objects.
- 13.2 Take care of your back. Bend at the knees when lifting objects (boats, motors, dock, etc.)
- 13.3 When carrying oars, carry them at the arms' length (never on your shoulders), with blades ahead of you.
- 13.4 When laying an oar on the ground, lay it down with the concave surface of the blade up. Do not lean the oar against a wall, bench, fence, or other object. Keep the oars in a safe place, away from pedestrian or other traffic.
- 13.5 Return all equipment to its proper place, and wipe shells clean and dry after every row.
- 13.6 Promptly report broken, damaged or lost equipment to a coach, staff member or Club official.
- 13.7 Except by authority of the Equipment Director, parts and equipment must not be moved from one boat to another.

14. VISIBILITY AND UNSAFE ROWING CONDITIONS

- 14.1 No shell shall be taken out on the water in extreme weather conditions or when conditions are unsafe, including but not limited to the following situations:
- in very high winds (racing shells should not be taken out on the water when there are whitecaps)
 - in hail
 - in fog, or during a snowfall, where visibility is less than 500 metres or such that land reference points cannot be seen at all times
 - in very rough water
 - if a severe weather warning has been issued for the Barrie area
 - within ½ hour after any observed lightning strike over Kempenfelt Bay or the immediate vicinity
- 14.2 Before any boat goes out on the water, the Club Manager and available coaches will consult among themselves and decide jointly
- a) if the rowing session will proceed or will be cancelled due to inclement weather; and
 - b) if the rowing session is to proceed, the direction in which the boats will travel (i.e., south shore, north shore).
- The decision of the Club Manager and available coaches shall be final, and all athletes shall comply with such decision.
- 14.3 Any boat on the water before dawn or after sunset shall be equipped with a functioning light. In the case of a rowing shell, the light may be either a bow-mounted light or a head lamp worn by one of the rowers.

15. SAFETY BOAT SUPERVISION AND BUDDY SYSTEM REQUIREMENTS

- 15.1 Except as set out in Sections 15.2 (buddy system for small shells) and 15.4 (touring shells), no shell shall go out on the water unless accompanied by a safety boat properly equipped and operated by a certified operator as set out in Section 16 (Safety Boats and Equipment).
- 15.2 **Buddy System for Singles and Doubles**
Subject to Sections 15.3 and 15.5 (dealing with cold-water rules, etc.), singles and doubles may be taken out on the water without a safety boat provided
- a) conditions are safe;
 - b) they go out in pairs and use the buddy system to look out for one another; and
 - c) each boat is equipped with one life jacket or PFD for each oarsperson, a buoyant heaving line at least 15 metres in length and a sound-signaling device (e.g., whistle, air horn, etc.).
- Singles and doubles unaccompanied by a safety boat shall stay in close proximity to one another and to the shore.
- 15.3 Subject to Section 15.4 (dealing with touring shells), singles and doubles shall not go out on the water without a safety boat while the cold-water rules are in effect (Oct. 15 - June 14) or when the oarspersons are less than 18 years of age or are inexperienced.
- 15.4 **Touring shells**
Subject to Section 15.5 (dealing with cold-water rules, etc.), a touring shell may be taken out on the water without a safety boat provided conditions are safe and the boat is equipped with one life jacket for each crew member, a buoyant heaving line at least 15 metres in length, a sound-signaling device and a bailer.
- 15.5 A touring single or double shall not go out on the water unaccompanied by a safety boat or buddy boat while the cold-water rules are in effect (Oct. 15 - June 14) or when the oarspersons are less than 18 years of age or are inexperienced.

- 15.6 Except by permission of an adult member of the Club's Board of Directors, no person under the age of 18 shall row unless accompanied by a responsible adult member of the Club.

16. SAFETY BOATS AND REQUIRED EQUIPMENT

- 16.1 All coaches and safety boat drivers shall receive appropriate instruction in the operation of the safety boat.
- 16.2 No person shall operate a safety boat who does not have a valid pleasure craft operator card proving operator competency.
- 16.3 When operating a safety boat, a coach or safety boat driver shall carry his/her pleasure craft operator card on his/her person.
- 16.4 Before operating a safety boat, the coach or safety boat driver shall ensure that the boat is in good repair, the outboard engine is in good running condition, and the fuel tank has sufficient fuel.
- 16.5 Before going out on the water, the coach or safety boat driver shall ensure that the safety boat is properly equipped with the following:
- 12 personal floatation devices (PFDs) (three zippered bags X four PFDs)
 - at least one paddle (two would be preferable)
 - a bailer
 - a boarding-assistance device (gunwale ladder or boarding rope)
 - a buoyant heaving line at least 15 metres long
 - a first aid kit
 - a whistle, plus an air horn if available
 - a watertight flashlight
 - a thermal blanket
 - a 7/16 in. or 11 mm wrench or spanner; and
 - if the boat will be out on the water before dawn or after sunset, a functioning light.
- 16.6 After a rowing session, if the safety boat is no longer needed, the coach or safety boat driver shall ensure that all equipment (other than that required for the return journey to the Marina) is returned to and properly stored in the boathouse. With the exception of one PFD for the boat driver, PFDs shall not be left in the safety boat while the boat is in the Marina.

17. BEFORE GOING OUT ON THE WATER – RESPONSIBILITIES OF ATHLETES

- 17.1 All athletes should perform proper stretching exercises before any workout.
- 17.2 Athletes must wear proper clothing appropriate to the season, weather and lighting conditions, and should bring a water bottle on board to prevent dehydration. Hi visibility attire is recommended
- 17.3 Athletes should carefully check their shell, oars, riggers, oarlocks, seats, foot stops, bow balls, vent covers, etc., to ensure that all equipment is in good condition and that the shell is seaworthy.

17.4 Responsibilities of Coxswain or Designated Person in Charge of the Crew

Before going out on the water, each crew shall select a Designated Person In Charge of the crew. Unless otherwise agreed, where the crew has a coxswain, the coxswain shall act as the Designated Person in charge. It is the responsibility of the Designated Person in charge to:

- make the proper entries in the sign-out/sign-in log;

- know which coach has responsibility for the crew;
 - know which direction the crew will be traveling (south shore, north shore), and ensure that the crew follows the proper navigation pattern;
 - ensure that the boat is properly equipped (PFDs, light, etc.);
 - ensure that the crew checks to make sure that the shell and other equipment (e.g., oars, seats, foot stops, quick-shoe-release mechanisms, bow ball, riggers, etc.), are in good condition and that vent covers are tightly closed. Coxswains shall ensure that crew members have performed proper stretching exercises and have proper clothing, water bottles, sunscreen &/or hats, as appropriate;
 - ensure that the crew stays within safe proximity to the shore and within sight, hailing and rescue distance of a safety boat (or, as permitted, a buddy boat);
 - co-ordinate emergency procedures in case of emergency;
 - promptly report any accident, injury or equipment damage or malfunction to a coach, staff member or Club official.
- 17.5 All athletes shall comply with all decisions of the coaches, Club Manager, dock master and other Club officials including but not limited to decisions respecting allocation of boats and oars, weather conditions, cancelled rows, launching and docking instructions, direction of travel, etc.
- 17.6 No shell should be brought to the dock unless the shell and the entire crew are ready to launch.
- 17.7 The start-time for early-morning practice is 5:45 a.m. Unless otherwise stipulated by the coach, the deadline for launching shells during the early-morning practice is 6:00 a.m. A crew that is not ready to launch by 6:00 a.m. may be barred from launching.
- 17.8 The dock is shared by members of both the Barrie Rowing Club and the Barrie Canoe Club. Please be co-operative and respectful in sharing use of the dock. Athletes shall not leave articles (e.g. shoes, etc.) on the dock during a row.
- 17.9 Hot seating can occur only if the entering crew is waiting on the dock to switch with the existing crew.

18. BEFORE GOING OUT ON THE WATER – RESPONSIBILITIES OF COACHES AND SAFETY BOAT DRIVERS

- 18.1 The Club Manager and available coaches will consult with one another to determine if weather conditions allow rowing and, if so, to decide what the direction of travel will be (See Section 14 – Visibility and Unsafe Conditions) and to designate someone to act as dock master.
- 18.2 Before going out on the water, coaches and safety boat drivers will consult with one another to determine which crews each of them will be responsible for on the water, and which crews (if any) will be using the buddy system.
- 18.3 The coach or safety boat driver should talk to the crews under his/her charge to ensure that they have proper clothing and fluids for the outing and weather conditions, to ensure that the shell and equipment are in good operating condition, and to communicate such things as direction of travel, nature and duration of the workout, special hazards and safety requirements, etc.
- 18.4 Before operating a safety boat, every coach and safety boat driver shall carry on his/her person a valid pleasure craft operator license and a whistle.
- 18.5 Before getting in the safety boat, the coach or safety boat driver shall ensure that it is properly equipped (See Section 16 – Safety Boats and Equipment), the outboard engine is in good running condition, and the fuel tank has at least ¼ tank of fuel.

- 18.6 While cold-water rules are in effect (Oct. 15 - June 14), coaches and safety boat drivers shall ensure that at least one safety boat is on the water and running before any shell on the water leaves the dock, and at least one safety boat is on the water and running until the last shell has docked.
- 18.7 During Cold-Water conditions, to ensure adequate space to rescue capsized crews, coach boats shall be limited to a maximum of two occupants, including coaches, observers, passengers or drivers per coach boat. During a rescue situation the maximum boat occupancy shall be used.

19. ON-THE-WATER SAFETY PRECAUTIONS AND PROCEDURES

- 19.1 In all circumstances (including race situations), athletes shall take all necessary precautions to prevent and avoid accidents, injury, mishap, collision or equipment contact with any solid object.
- 19.2 A rowing shell shall at all times be under the control of the crew's Designated Person in charge (see Section 17.4), who shall ensure that the crew follows the proper navigation pattern and complies with all safety requirements and precautions.
- 19.3 Every occupant of a safety boat shall wear a PFD. While operating a safety boat, a coach or safety boat driver shall keep the engine's kill-switch cord attached to his/her person at all times.
- 19.4 Do not overload the safety boat. Except when rescuing people, the safety boat should contain no more than three people including the coach and safety boat driver.
- 19.5 A coach or safety boat driver shall endeavour to stay at all times within safe distance of the rowing shells under his/her supervision. "Safe distance" means within visual and hailing distance and, when cold-water rules are in effect (Oct. 15 – June 14), within 100 metres of the shells.
- 19.6 Rowing shells shall stay within close proximity to the shore at all times. While cold-water rules are in effect (Oct. 15 – June 14), shells shall stay within 100 metres of shore. Except as permitted under Section 15 (re. touring shells), rowing shells shall stay within sight, hailing and safe distance of a safety boat (or, as permitted, a buddy boat). If two or more shells are under the supervision of a single safety boat, the shells shall stay close to one another.
- 19.7 Unless otherwise authorized by a coach, beginning rowers shall stay between the Tiffin St. boat ramp and Minet's Point.
- 19.8 A coach or safety boat driver should be on the lookout for hazards such as deadheads (floating logs), docks, rafts, buoys, other boats, etc., and shall warn crews and other coaches/safety boat drivers of these hazards. Do not assume that the coxswain or rowers can see them.
- 19.9 When coaching a crew or crews from a safety boat, a coach should, as much as possible, position his/her safety boat between the crew(s) and the shore so that, when talking to the crew(s), he/she is facing away from shore and his/her voice will not unduly disturb the residents on shore.
- 19.10 Coaches and safety boat drivers should slow down when driving in the vicinity of or passing rowing shells, so as to minimize the wake.
- 19.11 Coaches and safety boat drivers shall ensure that crews follow the proper navigation pattern and stay within safe proximity to shore and (where appropriate) within sight, hailing and rescue distance of a safety boat; take all reasonable measures to minimize hazards; keep track of all boats on the water; and ensure that all rowing shells return safely to the dock or the shore.
- 19.12 A coach or safety boat driver should always be on the lookout for shells or athletes that may be in

distress or need assistance, including situations involving equipment failure, injury or collision, or where a shell capsizes, swamps or submerges. In any such situation, proceed to the scene as quickly as possible and implement emergency and rescue procedures in accordance with Sections 20 and 21.

- 19.12 While cold-water rules are in effect (Oct. 15 – June 14), at least one safety boat shall remain running on the water until the last shell has docked.

20. EMERGENCY PROCEDURES

- 20.1 The following signals issued on a sound-signaling device (whistle or air horn) signify as follows:
ONE BLAST: instructs all crews to return to the dock.
TWO BLASTS: instructs crews to go as close to shore as possible and await further instructions.
THREE BLASTS: Distress signal. A boat is in distress.
- 20.2 If weather and/or water conditions become dangerous, or if two blasts are heard from a sound-signaling device, crews should proceed to the nearest safe haven on the shoreline that offers best protection from the elements.
- 20.3 If extreme weather conditions develop (e.g. lightning, hail, gale-force winds), crews should proceed to the nearest safe beaching location (Minet's Point, Tyndale Park, Centennial Beach, Johnson Beach). The crews should remove the shell from the water, place it upside down (on the riggers) out of the wind if possible, and await rescue.
- 20.4 If a shell becomes swamped but remains afloat with rowers substantially out of water, crew members should remain seated upright, or in fetal position at the top of their slides, and await rescue. Rowers should not attempt to row a swamped shell.
- 20.5 If a shell capsizes, swamps or submerges, all crew members must stay with the shell. If wind is a factor, roll with the wind. Oars should remain in the oarlocks to increase buoyancy.
- 20.6 Athletes must stay with the shell and not attempt to swim ashore. The group shall "buddy up" across the boat with even distribution on either side of the shell (1&2, 3&4, etc.) and huddle towards the middle or high point of the shell. The coxswain shall buddy with the seat adjacent pair. The buddy is responsible for holding onto the other person's hands or arms while they are draped across the shell.
- 20.7 The coxswain or Designated Person in charge of the crew shall instruct rowers to count up from bow to ensure that all crew members are present and accounted for.
- 20.8 Minimize movement to preserve body heat. Except as necessary to remain afloat, refrain from swimming or treading water. When buddying up across the overturned shell, use the HELP (Heat Escape Lessen Position, similar to the fetal position) or a modified HELP position to conserve heat in vulnerable areas such as groin and armpits.
- 20.9 Keep clothes on. Put on hats, mitts, etc., if available.
- 20.10 If the water is cold, try to get as much of the body out of the water as possible. If possible, in very cold water, try get on top of the boat.
- 20.11 If a shell that is using the buddy system swamps or capsizes, the buddy athletes must ensure that the athletes in the water are out of danger (back in the shell or on shore) before going to get help.
- 20.12 The smaller the boat, the better the relative buoyancy. If conditions are not severe, it is possible to

re-enter a single or double and row to shore. To re-enter, make sure that all oars are perpendicular to the shell. Pull yourself up so you are lying across the bow end of the cockpit. Slowly pivot, roll and maneuver to seat yourself on the runners. In crew shells, enter one at a time.

21 RESCUE PROCEDURES

21.1 As soon as you become aware that a shell or an athlete may be in distress or may need assistance, proceed to the scene as quickly as possible. If you see that a shell has capsized, swamped or submerged, attempt to alert other coaches and/or safety boat drivers either by using an electronic communications device (e.g., radio, walkie-talkie, cell phone) or by issuing a distress signal (three blasts) on a sound-signaling device (whistle or air horn).

21.2 Assessing the Situation

Upon arriving at the scene, the coach or safety boat driver shall quickly assess the situation and the severity of the circumstances, including the condition of the athletes.

21.3 Approach

A coach or safety boat driver shall approach the scene of an accident from the leeward side, into the wind, to prevent the launch from being pushed onto the disabled shell or people in the water, and to ensure maximum control.

21.4 Establish verbal contact with those in the water as soon as possible so that they can be talked through the rescue quickly. Tell them what is going to happen so they know what is going on. Keep talking to them in a calm and reassuring tone throughout the rescue. Ask for frequent feedback on their condition.

21.5 Distribute PFDs to the athletes in the water as required.

21.6 Ask if all athletes are present and accounted for, and if anyone is injured or in distress. Conduct a head count upon arriving at the scene and each time you return after leaving the scene.

21.7 Those in greatest distress or at greatest risk must be rescued first. Rescue should occur in pairs. This will prevent an athlete from letting go before being rescued.

21.8 If appropriate in the circumstances (especially if the athletes are cold and/or exhausted), throw a line, securely attached to the safety boat at one end, to the athletes in the water, one by one, and help to pull them in.

21.8 Make sure the **engine is switched off**. Instruct athlete to come to the stern of the boat one at a time to enter. Provide assistance as required. Ensure rescued athlete is seated near the bow before directing next athlete to enter boat.

21.10 Safety Boat Capacity

The maximum legal capacity of a safety boat shall not be exceeded at any time, including during a rescue. The maximum capacity of the safety boat will be labeled and visible on each safety boat. As many trips are to be taken as are required to move to safety all those involved in the accident as quickly and safely as possible.

21.11 If the safety boat reaches its maximum capacity before all athletes have been removed from the water, explain calmly to the athletes still in the water that it is necessary for you to drive the already

rescued athletes to shore but that you will return very soon to rescue the remaining athletes. Proceed to the nearest shore and allow the rescued athletes to disembark. Give them directions to the nearest assistance, as appropriate. Then return to the shell to rescue the remaining athletes. Upon arriving back at the scene, do another head count and re-assess the situation including the athletes' conditions. Repeat the rescue procedures until all athletes have been rescued.

- 21.12 Once all athletes have been rescued and are safe, co-ordinate with other coaches and/or safety boat drivers to recover the shell, oars and any other articles at the scene.

22. **HYPOTHERMIA**

- 22.1 Information on hypothermia shall be available in a prominent location at the boathouse. All coaches and athletes must have a thorough familiarity with this information.

- 22.2 Hypothermia is the lowering of deep body temperature which can place the body in a state of shock.

22.3 **Moderate hypothermia**

Subject is shivering, conscious or semi-conscious, may appear disoriented, and has some respiratory and cardiac function. Act as follows:

- Maintain an airway.
- Transfer to a warm environment as soon as possible.
- Remove wet clothing and begin to warm neck, head and trunk, avoiding extremities.
- Ensure that the subject avoids fluid intake.
- Transfer to medical care as soon as possible.

22.4 **Profound hypothermia**

Subject is most likely unconscious and appears deathlike. There is little or no cardio-respiratory function. Act as follows:

- **IMMEDIATE MEDICAL ATTENTION IS REQUIRED! CALL AN AMBULANCE!**
- **DO NOT ATTEMPT TO REWARM.**
- If subject is breathing, do not apply external chest compression, as this may trigger ventricular fibrillation.
- Maintain an airway.
- If breathing stops, perform artificial respiration (CPR) at a rate of ½ normal breathing.
- Avoid physically manipulating the subject. Carotid pulse monitoring must be gentle to avoid triggering reflexes that may cause ventricular fibrillation.

Other Sources of information:

Rowing Canada Aviron Safety Video –available for immediate viewing online!

The RCA Safety Video has been produced to promote and demonstrate safe practises for Rowers. The first four Chapters cover:

- At the Boathouse
- Getting Ready
- On the Water
- Returning to Land

This Video is now available online at:

English: <http://rowingcanada.org/rca-safety-video>

Français: <http://rowingcanada.org/fr/video-sur-la-securite-de-rca>

An Additional Chapter (5) for Coaches, outlines a coaches key areas of responsibility with respect to rower safety. This is available for download here:

English: <http://rowingcanada.org/rca-safety-video>

Français: <http://rowingcanada.org/fr/video-sur-la-securite-de-rca>

BRC Navigating Kempenfelt Bay - <https://drive.google.com/open?id=1LZ0cHy2l9u-JPP3MWN3BswMbUA&usp=sharing>

Transport Canada – Safe Boating Guide - <http://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf>

Ontario Physical Education Safety Guidelines - <http://safety.ophea.net/safety-plan/165/1409>

Rowing Canada Safety Guidelines - <http://www.rowontario.ca/wp-content/uploads/safetyguidelines2013.pdf>

Rowing Canada Weather Protocol - http://rowingcanada.org/sites/default/files/weather_05.pdf

Appendices

- Safety Map of hazards and safe landing areas
- Navigation Pattern for Kempenfelt Bay
- Launching and Docking Pattern for BRC Dock
- Understanding Cold Water, information sheet
- HELP Positions, information sheet



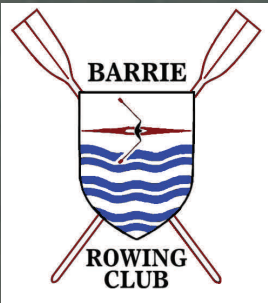


BRC Navigation Pattern

0.5 km
0.5 mi

Kempenfelt Bay





LAUNCHING PATTERN



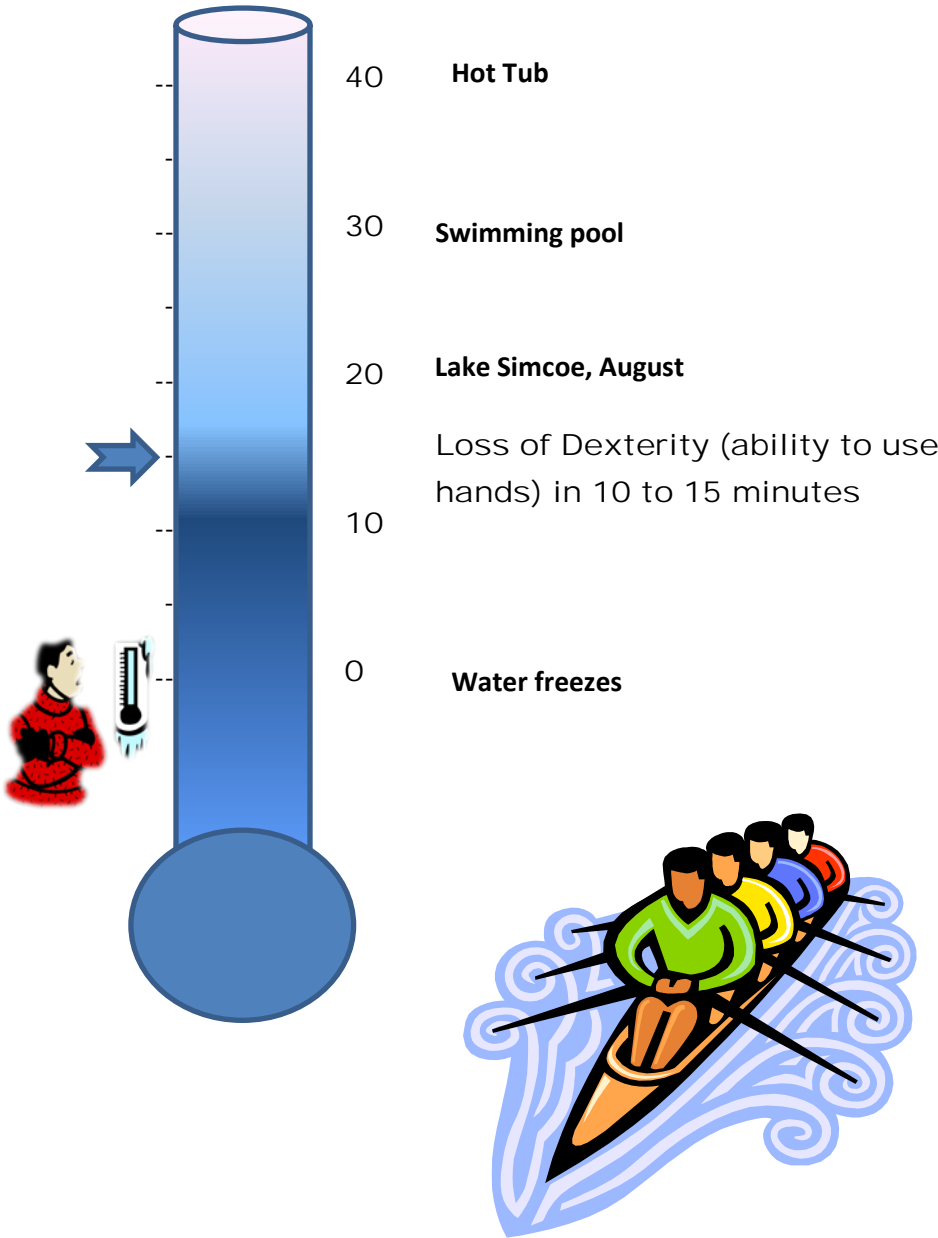
Docking Pattern



*Docking boats have
priority over launching
boats*

**Barrie Rowing Club
Launching and Docking Patterns**

Water Temperature °C



One Minute

- Once you fall into cold water, you will hyperventilate for **one minute**.
- Take the time to get control of your breath and keep your head clear of the water.
- Don't panic. It helps to know that your breathing will settle down.
- Take stock of your surroundings and plan your next steps.

Ten Minutes

- Next you will have approximately **ten minutes** of reasonable mobility and dexterity. Take advantage of this time to perform the tasks that will extend your survival. But don't try to swim any long distances. You are unlikely to survive the experience.
- Remember, even though you will have some dexterity, you may not be capable of complex tasks. Experienced boaters have reported they were unable to don an immersion suit in cold water. Instead they simply became exhausted in trying.
- If possible, reduce heat loss by climbing partly onto wreckage. Even if you lack the strength to pull yourself completely clear of the water, any amount of your body removed from the water will proportionately extend your survival time.
- If you do not have a self-righting PFD, secure yourself so that your airway will be kept clear of the water when you lose consciousness. Try not to depend on your own grip to keep your airway clear.

One Hour

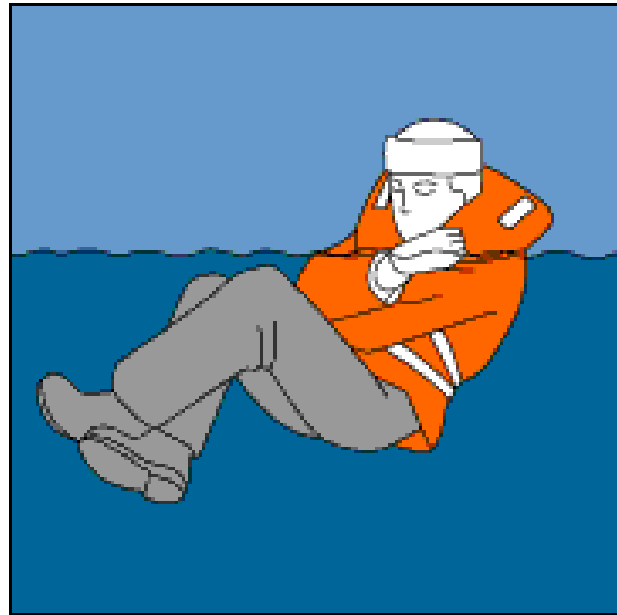
- Finally, you will have **one hour** of useful consciousness.
- After **ten minutes** you will probably not have the dexterity or strength to carry out any further tasks. If you have not been able to self-rescue in this time, adopt a heat lessening posture to reduce your cooling rate.
- If you attempt to swim, you will not be able to do so efficiently—and the movement will cool you down more rapidly.
- If you are wearing a self-righting lifejacket or if you have been able to secure your airway clear of the water, you may be able to survive long enough to actually risk dying of hypothermia. Certainly you will have extended the window of opportunity in which you can be rescued.

Just because the statistics suggest that most people who succumb to cold water actually drown in the early stages of immersion, it doesn't mean that most people who fall into cold water die in a few minutes. This is clearly not true. It isn't possible to evaluate the actual risk of falling into cold water, because those who are recovered quickly never report the experience. So it isn't possible to predict the percentage risk of death after falling into cold water. But if you are not wearing flotation, and not rescued or self-rescued in the first 15 to 20 minutes, the consequences will be very serious indeed.

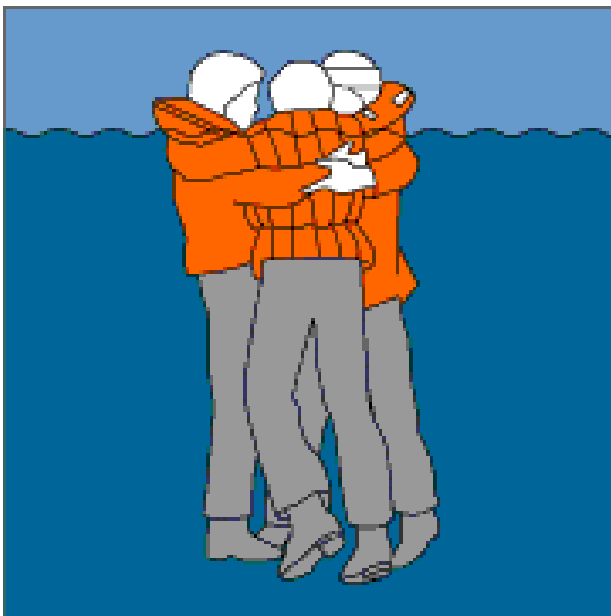
*Dr. Gordon Giesbrecht, a thermophysiolgist at the University of Manitoba, has developed this **1-10-1** concept (**1 minute—10 minutes—1 hour**), an easily remembered strategy for managing sudden cold water immersion. The time scales are approximate and are dependent on many factors, but the essential strategy remains valid for all temperatures less than 15° C (59° F).*

Understanding Cold water

HELP



The **Heat Escape Lessening Position** protects the critical body areas and slows down the loss of heat. Get into this position if you are alone in the water.



If two or more people are in the water together, form a huddle so that the sides of your bodies are close together.