

PORTHLEVEN GIG CLUB

Health and Safety Policy

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Porthleven Gig Club

Health and Safety Policy Statement

Statement of Intent

Porthleven Gig Club considers health and safety to be the primary consideration in ensuring that the sport of pilot gig rowing can be safely accessible to all. We will ensure that every possible step is taken to protect participants, club members and visitors from risk of injury or ill health, generating a culture that does not tolerate threats to health and safety.

Statement of General Policy

It is our intent to demonstrate an ongoing commitment to continuous monitoring and improvement of health and safety matters relating to club activities. We will comply with the relevant recommendations as outlined in the CPGA Health Safety and Water Guide (2015) and guidelines from British Rowing RowSafe document (2017) There will be on-going communication on health and safety matters, to all those involved in club activities, and we will ensure that every member understands and has committed to their personal responsibilities for ensuring a safe rowing environment. Health and safety will be integrated into all committee decisions and will be discussed at each committee meeting as a standing agenda item.

Responsibilities

Whilst all club members have a responsibility for the health and safety the overall responsibility for club safety rests with the Safety Officer who will ensure that everyone is actively involved in health and safety, and work with relevant Club Officers to;

- Produce and communicate a Club Safety Plan.
- Develop, review and communicate Safety Rules for all members and coxes
- Lead on an annual Safety Audit
- Ensure correct reporting procedures are in place to record any incidents or near misses, and modify risk assessments/safety plans in the light of any incident
- Report on Health and Safety Matters as part of the standing agenda at monthly committee meetings.
- Agree safety aspects of rowing coaching to ensure a standard approach from all coxes
- Develop a culture of health and safety values and beliefs throughout the club which will result in instinctive safe practices.

Safety Rules

We will ensure safety rules are developed, reviewed and communicated for the following activities.

Towing

Launching
Recovery
Rowing
Boat storage and maintenance
Equipment storage and maintenance (to include first aid equipment)
Participation in events organised by other clubs
Supervision and training of junior members
Organisation of club events such as regatta day, and Across The Bay
Storage of personal information
Off water activities

Risk assessment and management

We will assess the risks associated with potential health and safety hazards resulting from club activities. All members and visitors will be informed of the health and safety hazards and risks that affect their participation in rowing. We will take action to prevent, reduce or control risks to an acceptable level and reduce the potential for incidents and accidents.

Training

All our people will be adequately instructed on safe rowing and associated activities, and the health and safety implications of each activity.

Accident reporting

We will report and investigate accidents, incidents and near misses to drive improvement in our health and safety management. Any lessons learned from such events will be used to take corrective action to prevent recurrences.

First Aid arrangements

The club will support the training of nominated qualified first aiders. First aiders will be present at all events organised by the club, such as regatta days and race events. Club first aid representatives will also have responsibility for ensuring that first aid kits and materials are kept adequately maintained.

Internal Audit Arrangements

The Safety Officer will lead on an internal audit of health and safety arrangements will be undertaken on an annual basis and reported at the AGM