



## ROYAL OUTRIGGER CANOE CLUB

### HAMPTON COURT CHALLENGE

#### SAFETY PLAN/INCIDENT PROCEDURE

**Date of Event:** Sunday 8th October 2023  
**Venue:** Royal Canoe Club, Trowlock Way, Teddington TW11 9QY

#### Assessing Risk on the Day

Conditions will be assessed by the Event Committee, together with the Safety Adviser, in the week leading up to the race, on the morning of the race and immediately prior to each race starting and will take into account changing conditions. (Decision Making Guide to support this process).

#### Briefing of Officials:

Briefings for officials and volunteers will be carried out before duties commence.

#### Equipment:

Random checks of competitor equipment may be carried out by event officials, general canoe condition and rigging. It is the crew's/paddler's responsibility to check that their canoe/SUP is safe and water-worthy.

#### Race Communication

Communication between officials/volunteers will be by mobile phone (in waterproof case) and radio. There will be a laminated event Safety & Emergency contact sheet to include radio channels and phone numbers to use throughout the event. One VHF radio to be at Race Control and one on the lead safety launch.

The event Safety and Emergency Contact sheet to be posted on the door to the mainland club. Crews/paddlers to carry a mobile phone (in a waterproof case) whilst racing with emergency number stored.

#### Danger points on the river:

See Navigation map and Documentation (separate document)

All competitors, officials and others must abide by EA navigation rules. In particular, byelaws 34 crossing the river. At the turn all competitors crossing the river must be alert to any craft whose path they may cross and to avoid a collision.

#### Safety Launches:

Drivers will either hold RYA Powerboat 2 qualification or be "in-house" trained by the club. A kill cord must be attached to the driver at all times when the engine is running

Safety boat equipment should include: rescue throwbag/ towline, mobile phone (in a waterproof case), paddle, first aid kit, foil blanket, knife, plastic whistle, event Safety and Emergency contact sheet.

**Position and Role** - there are three official safety launches, stationed along the course during racing and for the 30 minutes before the race. These will contain 2 safety personnel at all times.

Safety launches will be located as follows:

12km race - the Start, Ravens Ait (upstream end) and Hampton Court Bridge

6km race - the Start, Kingston Bridges and Ravens Ait.

- The safety launch stationed at the start will follow the last competitor to Ravens Ait and one boat will return to the finish.
- The safety launch at the race turn will follow the last competitor back to the finish.
- The safety launches will warn river craft coming onto the course at the start, the turn, finish or where boats are leaving their moorings and proceeding up or down the river that a race is in progress.

#### **First aid:**

There will be a First Aider at Royal CC who will have an event Safety and Emergency Contact sheet.

There are two defibrillators on site. One is located in the entrance to the mainland club site and one in the Island Clubhouse entrance. There is also a defibrillator at KGS boatshed – located at emergency access point 2 (see below). Code for access C159X

If competitors have capsized then they will be made aware of water borne diseases as needed.

#### **Medical support:**

Kingston and West Middlesex are the local hospitals. For minor injuries there is a walk-in urgent treatment Centre in Teddington. Details on event Safety and Emergency Contact sheet.

#### **Safeguarding & Welfare**

The welfare officer for the event is Sue Hornby and she should be informed of any possible incidents. The contact number for the Welfare officer will be included in Race information, posted on the door to the mainland club. For further information see the Event Welfare Plan.

**Paddlers & Volunteers should ensure** that they are adequately dressed for the weather conditions.

#### **Vehicle / trailer access:**

Access to the Car / trailer park is via Trowlock Way, Broom Road to a dedicated car park for trailers. All boats then are taken to the river without crossing this road.

#### **Incident Procedure:**

In the case of an incident on the water necessitating action competitors/officials will use mobile phones to summon help, advising location, severity, and numbers involved. The additional secondary safety launches will stand by to give assistance as necessary.

Accidents on the land should be directed to the First Aider at race control. First Aid will be provided.

**Incident reports are to be completed by Officials and parties involved. Accident reports should be completed, where possible and submitted to the Event committee for forwarding to British Canoeing if appropriate.**

**Cancelling / suspension:**

In the week before the event the water levels in the river will be monitored via the Gauge Map, Environment Agency website and weather forecasts to reach a decision. The Decision Making Guide will support the process leading up to and on the day of the race.

The Safety Adviser and the Event Organiser, will monitor weather and water conditions during the event and the period immediately prior to the commencement of racing.

**Emergency Evacuation points:**

1. THE HIRE BOAT MOORINGS 100m Downstream from Hampton Court Bridge.

Address: Barge Walk, Hampton Court Palace) KT8 9AU

2. KINGSTON GRAMMAR SCHOOL BOATHOUSE - access code 1896, this will also be shared on 'Accident Plan' sheet on race day.

Address: Aragon Avenue, Thames Ditton KT7 0PY

3. THE SLIPWAY ALONGSIDE THAMES DITTON SEA SCOUTS HQ

Address: Ditton Reach (off Portsmouth Road) KT7 0XB

4 WESTFIELD LANDING SURBITON- Car Park opposite Raven's Ait

Address: Portsmouth Road (junction with Grove Road) KT6 4HL

5. MINIMA YACHT CLUB

Address: 48A High Street, Kingston Upon Thames KT1 1HN

6. PUBLIC STEPS, 100m Downstream Kingston Bridge Hampton Wick side

Address: Old Bridge Street, Hampton Wick KT1 4BU

7. THE PUBLIC SLIPWAY AT LOWER HAM ROAD, KINGSTON-

Address; Adjacent Canbury Gardens KT2 5AU

8. ROYAL CANOE CLUB

Address: Trowlock Way Teddington TW11 9QY