



## PETERBOROUGH SPRING REGATTA SAFETY PLAN - 29 JUNE 2024

### Contents

Section Number	Section	Sub-Section	Page Number
1	Introduction		1
2	Primary duty		1
3	Actions Concerned with Immediate Safety		2
3.1		Instructions to Participants	2
3.2		Accident and Emergency Action Plan	2
3.3		Incidents – Collisions and Capsizes	2
3.4		Incidents – Extreme Weather Conditions / Other Threats	2
4	Communications		4
5	First Aid Provision		4
6	Access and Transport		4
7	Accident and Emergency Action Plan		4
7.1		Purpose	4
7.2		Responsibility	4
7.3		Threats	5
7.4		Reporting of Emergencies	5
7.5		Actions	5
7.6		Emergency Services Access	5
7.7		Evacuation	5
8	Key Personnel		6
9	General Information and Safety Instructions		6

**1. Introduction.** The Peterborough Junior Championships Regatta (The Regatta) is held under British Rowing (BR) Regulations, Rules of Racing (*RoR*) and conforms to RowSafe: A Guide to Safe Practice in Rowing (*RowSafe*). A copy of this Safety Plan is lodged with the Regional Water Safety Adviser and the First Aid provider, and copies are issued to key Regatta officials.

**2. Primary Duty.** The primary duty of each and every official at the Regatta is the safety of competitors, coaches and essential carers, members of the public going about their business in Thorpe Meadows and other officials. Subject to immediate operational need, the priority must be for the well-being of all. We request that all officials assist the Organising Committee (OC) in helping visitors at the site; where there is a risk to well-being, ask those involved to

consider their actions for the benefit of others. Where clubs or crews are involved, any reluctance to follow *General information and Safety Instructions* or other relevant guidance should be reported to a member of the OC.

### **3. Actions Concerned with Immediate Safety**

**3.1. Instructions to participants.** The Regatta's *Safety Instructions* are made available to competitors. These make clear the potential hazards and advise on actions and procedures to minimise the risk of accidents. Integral to these is the **circulation pattern** to be followed by all crews on the rowing lake at all times, and which is prominently displayed on the Finish cabin and in Regatta Control. **Both on and off the water, participants are expected to behave responsibly at all times. The OC will take a very serious view of any irresponsible actions by any participant.**

**3.2. Accident and Emergency Action Plan.** The *Accident and Emergency Action Plan* is detailed in Section 8 of this Safety Plan, which the OC distributes to umpires and other regatta officials.

**3.3 Incidents – Collisions and Capsizes.** In all such instances, any regatta official observing an incident will alert Start by radio, so that racing can be suspended if necessary. Launches will be positioned on the lake, either for race umpires or launch observers acting in a safety capacity. The likelihood of any injury to competitors or the public should be ascertained as a priority and appropriate assistance rendered:

- a. **In the Access lane.** Move capsized boats into the south (nearest) bank and assist rowers to re-boat where possible. Move any boat that is damaged to the same bank and arrange for recovery from that bank.
- b. **At the 1000m start.** Move capsized boats to the north (towpath) bank and assist rowers to re-boat where possible. Move any boat that is damaged to the same bank and arrange for recovery.
- c. **On the course.** Move any boat that is capsized or damaged to the north (towpath) bank. If a crew is distressed or disabled, it shall be directed to return to the de-boating stage using Lane 2 and the launch occupant shall advise all points accordingly. Racing shall be suspended to allow this to happen.

Immediately following the incident, the umpire(s) involved should contact the Finish by radio, to ensure that the Finish is aware of the incident and any repercussions (e.g. one or more crews not able to finish the race).

### **3.4 Incidents – Extreme Weather Conditions / Other Threats**

**3.4.1 Thunderstorms – Evacuation of the Lake.** At times of thunder and lightning, safety is about recognising a high-risk situation and moving to a low-risk situation. However, it is recognised that on the water difficult situations may arise when there is not enough time to seek 'proper shelter', resulting in a 'choice between evils' decision. As a general rule, the Competition Safety Adviser and Race Committee will:

- Consult forecasts through the preceding week and monitor the weather during the competition.
- Constitute the chain of command and, in the event of a storm, use the public address system to warn competitors of actions to be taken (this includes identification of 'proper shelter' – see below).
- Use the 30:30 criterion to instigate suspension and resumption of activity.
- Direct Control Commission to stop crews boating until resumption of racing is signalled.

- Direct the Start Team, Umpires and Marshals to instruct crews on the water, where circumstances permit, to return to the landing stages with all speed and seek proper shelter. Where practicable, stages on both sides of the lake will be used for de-boating and an Umpire on the finish line will direct returning crews to one side or the other.
- Direct Control Commission and Finish teams to ensure that de-boating is executed as fast as possible (both these teams will leave one member on the landing stages for this purpose).

**Specific measures include:**

- Control will be exercised by the Race Committee from the Finish Cabin.
- Start team to shelter in the Start caravan and in vehicles at the Start.
- Reduced Finish team to shelter in the Finish caravan.
- Launch observers to return to Finish and disembark immediately.
- Competitors to shelter in their vehicles or the boathouse.
- Blades to be left on grass near landing stages.
- One umpire to execute a sweep of the lake from a car.

All officials and competitors are asked to familiarise themselves with this general plan, so that it can be actioned promptly and effectively should a thunderstorm occur.

**3.4.2 Heavy Rain – Ground Conditions – Car parking and Camping.** Heavy rainfall prior to, or even during the regatta, may render car parking difficult. In cases where previous rainfall renders car parking difficult, visiting competitors may be directed to alternative car parking facilities, if available. Under no circumstances should access routes be obstructed as emergency vehicles may need to respond to incidents. Should rain during the Regatta create conditions whereby non-4x4 vehicles cannot exit, the Organising Committee will arrange for a towing vehicle, where possible. Note that neither Peterborough City Rowing Club nor Peterborough Regattas shall accept any liability for damage, howsoever caused, to vehicles or equipment at The Regatta site or any alternative location.

**3.4.3 Protecting children and vulnerable adults.** The Regatta OC believes that the welfare and wellbeing of all children and vulnerable adults is paramount. All such competitors have a right to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously and responded to swiftly and appropriately.

a. The Competition Welfare Officer will be in attendance and will be available to assist should the need arise. Their contact mobile telephone number will be displayed at Regatta Control. The Competition Welfare Officer may be called over the Public Address (PA) system, by a request to Race Control.

b. It is expected that the welfare of Junior and otherwise vulnerable competitors is primarily the responsibility of the competing clubs' own coaches and officers, or of individual parents accompanying the children. In the event of such a person being involved in any incident, the responsible adult will be identified from the competitor's entry on BROE. This named person will be called over the PA system and contacted by the mobile phone number given in the entry.

c. It is the responsibility of the coach or parent accompanying Juniors or vulnerable persons to monitor their whereabouts. In the event of any Junior crew going missing, the responsible adult must take appropriate action. In the first instance, a call may be broadcast over the PA system, by request to Regatta Control. The named adult, or in their absence, the OC Chairman, is responsible for deciding whether the local Police should be contacted in the case of any such incident.

d. No unauthorised individual will have access to personal contact details of Junior or indeed other competitors.

**4. Communications.** Umpires and other key race officials are equipped with radios operating on The Regatta radio net. Umpires and launch observers have a primary responsibility to act in a safety capacity in the case of any incident. Regatta mobile phones are provided at:

Control  
Finish  
Start  
Race Committee Chair

**5. First Aid Provision.** A first aid provider is located adjacent to Control and will be summoned by Control to attend any particular incident. Control and the First Aid provider have telephone numbers for additional medical support:

Peterborough City Hospital	01733 678000
Emergency services	999 or 112
Police	01733 563232
PCRC address:	Peterborough City Rowing Club Thorpe Meadows Peterborough
PCRC Postcode:	PE3 6LN
PCRC Grid Ref:	174 985

**6. Access and Transport.** In the event of any accident or emergency beyond that detailed in the Safety Plan and outside the capabilities of The Regatta first aid and safety facilities, the emergency services will be called using 999 by mobile phone. Emergency vehicle access is from Thorpe Road roundabout, approaching the lake past the Dragonfly Hotel.

## **7. Accident and Emergency Action Plan**

**7.1 Purpose.** This Emergency Action Plan sets out mitigation and procedures in relation to an emergency which represents a general threat to Regatta participants.

**7.2 Responsibility.** Responsibility for actions in the event of an emergency rests with the OC until Emergency Services take control. Members of the OC carry mobile phones at all times.

**7.3 Threats.** Identified threats, probability and impact, mitigating issues and actions are as follow:

<b>Threat</b>	<b>Probability</b>	<b>Impact (to personal safety)</b>	<b>Mitigating issues</b>	<b>Action in event of emergency</b>
Fire in PCRC clubhouse	Low	High	Normal fire precautions already available	Evacuate building. Call Emergency Services. General evacuation if necessary
Fire in marquee	Low	High	Extinguisher to be situated in marquee	Evacuate marquee. Call Emergency Services. General evacuation if necessary
Serious public disorder / violent behaviour	Very low	Medium	None considered necessary	Call Police. General evacuation if necessary
Terrorist threat	Very low	High	None considered necessary	Call Police. General evacuation if necessary

**7.4 Reporting of Emergencies.** Regatta Control or the Finish Cabin will be the initial public contact points for reporting of emergencies. If an emergency is reported to one of these points, they will alert the Chairman of the OC, the Chairman of the Race Committee or the Competition Safety Adviser by radio or mobile phone.

**7.5 Actions.** The Chairman of the OC will assess the situation. If necessary, they will call Emergency Services by telephone. In the event of fire in the Clubhouse or marquee, they will order a local evacuation. Should the emergency require racing to be stopped, they will inform officials at Start and Finish by radio.

**7.6 Emergency Services Access.** Primary access is via the service road that enters the site past the Dragonfly Hotel.

**7.7 Evacuation.** If an evacuation is ordered, instructions will be given via the PA system or, if this is not working, by hand-held megaphone. The normal assembly area for evacuated personnel is the car park of the Dragonfly Hotel. Should this not be accessible owing to the nature of the emergency, the secondary assembly area is the 750m marker on the north shore (footpath side) of the lake. Instructions will be given to reach one of these areas on foot (ie not using motor vehicles).

**8. Key personnel.** Key personnel (and roles) are:

- Race Committee Chair– Nick Hubble
- Race Committee members – Andrew Blit, Julian Popple & Dave Porter
- Competition Safety Adviser – James Plumb
- PCRC Water Safety Adviser – Paul Scutts, Nickie Livett
- Competition Welfare Officer – Tracey Rushton-Thorpe
- Regatta Secretary – John Canton

**9. General Information and Safety Instructions.** *General Information and Safety Instructions* supports the *Safety Plan*. Its purpose is to inform, guide or remind competitors, umpires, race officials and Regatta volunteers how to conduct themselves while in The Regatta location. It is a stand-alone document that has been issued to competitors and officials. The document provides complete guidance to the competitors on how to get to The Regatta, parking arrangements, how The Regatta is run and on facilities such as first aid. Further, it sets out instructions on all aspects of safety during boating, marshalling and racing. In particular, it gives details of the circulation plan and the rules concerning warming up and cooling down and how competitors should behave at all times, on and off the water. It includes basic information for any crews wishing to practise on the River Nene, but stresses that there is no safety cover on the river.