

Dartmouth Rowing club – Club House Risk Assessment

Hazard	Controls	Risk	Action Required
Location notice of nearest telephone, details of CWSO, police and club address in case of emergency	New notice required with name of new CWSO, contact telephone number. Emergency procedure in event of incident – 999 call to be made with Club address and postcode. Nearest telephone location. Location of first aid box, safety equipment & basic information on CPR?	Low	Sign and new CWSO required.
Trips and falls	All equipment – ergos, riggers, seats, lifejackets, and tools should be stored in appropriate places to avoid danger of tripping.	Low	Notify all members to keep access clear and keep boat house tidy.
Knocks and bumps	Tennis balls to be added to ends of riggers to limit risk of damage to persons and other boats when moving equipment.	Low-med	Purchase of tennis balls for riggers. Notification to all crews about using them.
Equipment storage & correct equipment. Lifting and Carrying	All blades to be stored in relevant places, with more regularly used boats on more easily accessible racks where possible. All riggers, blades clearly marked to show use with which boats.	Low	Colour coded rigger chart to be kept up to date. Sculls clearly labelled. Members to follow rigging chart for reference.
Poorly Maintained/ damaged or quarantined equipment	All damages to be logged in accident book and reported to Club captain or coach. All damage to be clearly marked and boats quarantined if unsuitable for use. Members to know that quarantined/ damaged boats cannot be used – cracked or damaged hulls, bow balls, broken heel restraints, corroded riggers, faulty steering, corroded swivels, corroded rigger plates, broken shoulders, damaged seats and wheels.	Low-Med	Ensure all members know where to find accident book and damage log and understand responsibility to report damage. Ongoing maintenance programme to be agreed.
Petrol & Diesel storage	All fuels to be kept in a locked storage area away from other flammable objects.	Low	Have lock fitted to cupboard for extra safety?
Lifejackets	Clearly available for all Junior and Novice Crews as applicable. Gas cylinders for Lifejackets to be checked regularly for effectiveness. Unsuitable one to be removed.	Low	Follow junior guidelines. CWSO to check regularly.
Safety Equipment and First Aid box	To be available at all times in Club house. First aid box to be clearly marked with notice for its location. First aid box to be regularly stocked. Throw lines and safety bags to be available for launches at all times. Clearly marked with notice of location.	LOW	Notice required stating location of both throw line, first aid kit and safety bags.

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