

SAFETY PLAN

YORK CANOE RACE 2022

Authors: York Canoe Race Committee

Date: 23.05.2022

1. AUTHORISATION

The event is an official race authorised by the British Canoeing Regional Development Team (RDT)

2. RACE ORGANISING TEAM – KEY PERSONNEL

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|--------------------------|-------------------------------|
| 1. Race Manager | Ian Puckrin & Paul Kilner |
| 2. Safety Coordinator | Lewis Tickle |
| 3. First Aid Coordinator | Lewis Tickle |
| 4. Welfare Officer | Ian Puckrin & Jill Gathercole |

The Safety Coordinator will have final approval of the safety arrangements.

The Safety Coordinator will appoint

- Race Marshals at each road bridge (3 No. total) turn around points for each course
- Safety boats (canoes/kayaks) at the start
- Safety kayak sweeper to keep behind the last competitor

3. RISK ASSESSMENT

A risk assessment has been prepared which covers activities on land and water and the impact on other river users and members of the public.

4. WELFARE

Ian Puckrin & Jill Gathercole will act as Welfare Officers. Their contact details will be published as part of the race details.

The nature of the race means that no individuals should need to be alone with children or vulnerable adults.

5. INFORMATION DISTRIBUTION

COMPETITORS

- Race details, Risk Assessment and Safety Plan to be published on the race website and submitted to the BC Regional Development Team.
- Copy of the Risk Assessment & Safety Plan to be available for inspection by all on the day.
- Specific written instructions will be prepared for the marshals and safety boats including special attention to the Accident and Emergency Action Plan
- A race briefing will be held on the day to highlight the key points for competitors including any last-minute issues
- A marshals' briefing will be held on the day to highlight the key points for marshals and safety boats including any last-minute issues

PUBLIC

- Notification will be sent electronically to other known river users operating on this stretch of river.
- Signs giving notice of the race will be displayed at appropriate locations

6. RACE ENTRIES

The British Canoeing race entry system will be used.

The race is pre-entry only. No entry on the day allowed.

Entries under eighteen must be endorsed by an adult responsible for them.

Data will be held in line with the British Canoeing Privacy Policies.

7. VEHICLE AND TRAILER ACCESS ROUTES

There is substantial parking available on the field at registration which is opened especially for the event. No further precautions are considered necessary.

8. BOAT STORAGE ARRANGEMENTS

There is ample open space on which boats can be placed safely on the ground.

9. BOAT CHECKING

Competitors are required to self-certify that their craft are river worthy and have sufficient floatation.

Boats must have sufficient buoyancy to remain afloat and support the crew in the event of a capsize, and this must be provided by fixed flotation material or sealed bulkheads. Competitors will be reminded of this in the pre-race instructions/Race Briefing.

Random spot checks of boats will be undertaken as the paddlers get onto the water and any unsafe craft discovered will be disqualified.

10. LAUNCHING AND LANDING PROVISION

Access to the riverbank near Registration is steep and a little difficult. The access point will be prepared on the day before the race to make access as safe as possible. Grass will be cut back in advance. Temporary handrails will be provided.

There is another entry point on the other side of the river which is much easier to negotiate. Competitors are advised to take care carrying boats across the Millennium Bridge to access this get in. The bridge is used by pedestrians and cyclists.

Special needs groups will use this access. Their open canoes will be paddled across the river.

11. CIRCULATION PATTERNS TO BE FOLLOWED AT ALL TIMES DURING THE PERIOD OF RACING AND WARM-UP, WARM-DOWN

The racecourse will be confirmed on the day and a map will be available for viewing.

All turns will be anticlockwise. All competitors must stay river right and follow normal river etiquette.

At the start competitors to keep river right.

12. WHEN AND WHERE COMPETITORS CAN PRACTICE, WARM UP AND COOL DOWN ON THE WATER

Paddlers will be requested at the race briefing to warm up downstream of the Millennium Bridge

Cool down should be conducted downstream of the finish line, and paddlers should not re-cross the finish line.

Race Marshals will call paddlers to the pre-start line 5-min before the race start, where they will be lined up in class order.

A count down board will be displayed on the Bridge prior to each course start.

13. BUOYS

There are no turn buoys. Road bridges provide the turnaround points.

The turn around points will be supervised by Race Marshals

14. ANY SPECIAL POINTS OF DANGER ON OR NEAR THE COURSE

There are no especially dangerous points.

The greatest risks are associated with the powered craft which operate along the entire length of the river.

15. MARSHALLING INSTRUCTIONS AND CONTROL

It is not practical to have the whole course under observation. Marshals are stationed at key points, specifically each of the turns. It is part of standard race rules that all competitors must stop to help another competitor who is in distress.

The pre-start marshal will use a loud hailer to control the waiting competitors and advise oncoming powered craft. The start marshal and pre-start marshal will be within hearing distance of each-other.

Marshals stationed on the banks at turns will use their mobile phones to contact the personnel at Registration.

Radios will be available for Race Marshals at the start and Registration.

16. SAFETY BOAT TYPE, NUMBERS AND LOCATIONS

Safety boats will be unpowered, stable craft suitable for performing rescues from. This necessarily makes them slow-moving. It will not be practical for them to carry mobile phones or other electronic equipment.

They will be staffed by experienced paddlers.

There will be safety boats at the pre-start and start where capsizes are more likely and where (due to the concentration of paddlers in a small area) there is most likelihood of conflict with powered craft.

There will be a sweeper safety kayaker to trail the last competitor.

17. SAFETY EQUIPMENT REQUIRED FOR THE COMPETITION

The on-water safety marshals will use boats and equipment (including buoyancy aids) provided by themselves. Race Organisers will issue high visibility bibs.

The club will supply throw lines to the bank marshals where it would be practical to deploy them.

18. FIRST AID POSITIONS

There will be a first aid point at Registration and a nominated first aider will be available.

19. MEDICAL SUPPORT ARRANGEMENTS

If medical support is required, we shall call 999.

20. SUMMONING HELP

Minor injuries will be dealt with by the designated first aider at Registration. For more serious injuries, casualties will be advised to attend York Hospital, Wigginton Road, York YO31 8HE 01904 631313.

Marshalls will have Mobile phones which can be used to dial 999 if Emergency medical assistance is required.

Marshalls should also inform Race Organiser at the earliest possible opportunity.

Any competitor withdrawing from the race must notify Marshalls & Race Organiser immediately.

21. CANCELLING OR SUSPENSION OF THE COMPETITION

If the course is suspected to be in an unsafe condition due to prevailing or recent weather, the Race Organiser will need to view the conditions at key points along the course on the previous day and consider whether the race should be cancelled or modified.

If the competition is cancelled or suspended, this information will be distributed as soon as possible to all pre-booked via the contact details they have given, and an announcement made on the club website where the original race details appeared.

22. EMERGENCY ACTION PLAN WITH DETAILS OF IMMEDIATE ACTIONS TO BE TAKEN

See the Accident and Emergency Action Plan.

23. INCIDENT REPORTING

Competitors will be reminded at the Race Briefing of their responsibility to report incidents to the Race Organisers. The Race Organiser will report incidents to the Environment Agency and/or York Council or other authorities (as applicable), and to British Canoeing and their insurers.

24. POST-EVENT REVIEW

After the event, all those involved especially organisers and marshals will be invited to contribute their thoughts about problems encountered and suggested improvements. These will be recorded in a document which will be circulated to the organising committee at the time and again to the organising committee of the next race before the next event. The Risk Assessment, Safety Plan and any other procedures will be revised in the light of this learning.

ACCIDENT & EMERGENCY ACTION PLAN

YORK CANOE RACE

Organiser: York Canoe Race Committee

Author: Paul Kilner

Date of approval: 12 May 2022

Incident Reporting: After the emergency has been dealt with it will be necessary to report it on behalf of the York Canoe Race Committee to various authorities and our insurers. All information about the incident should be passed in writing to the Safety Officer for the Race.

REGISTRATION

If calling Emergency Services, Registration (Race HQ) is located at:

Millennium Bridge, York

Grid Reference SE 603503

What3Words :stars.fuels.income

Road access nearest to Registration is:

Millennium Bridge, off Butcher Terrace, York YO23 1LS. **Directions:** Enter York on Bishopthorpe Road via A1, A64, A19 etc. Signs for York Racecourse take you in right direction. Terry's former factory is near the junction of Bishopthorpe Road & Campleshon Road. Butcher Terrace is four hundred metres further north along Bishopthorpe Rd on the right. The nearest post code is YO23 1LS.

1. DROWNING / INJURIES / ILLNESSES

- The designated First Aider or other persons present with first aid training will render assistance, using the contents of the first aid box as required. The First Aid station will be at the Race Registration.
- If required, paramedics to be summoned by dialling 999
- Send a person to the car park entrance to guide the emergency services to the casualty

2. MISSING COMPETITOR

If a competitor should be suspected to be lost on the course (e.g., recorded as started but not finished, or reported to have been seen in difficulties)

1. Clearly establish the paddler's name and race number
2. Determine:
 - a. Has the paddler been seen since getting off the water? (retirement? missed finish?)
 - b. Did the paddler definitely start?
 - c. Ask around amongst the paddlers for more information
3. Race Organiser to contact the race bridge marshals which the paddler should have passed – ask them to look out for the paddler and notify any sighting immediately to the Race Organiser

If the paddler still appears to be missing

4. Try to get a description of the paddlers' boat/clothing
5. Establish whether the paddler has any known health issues or other cause for concern (e.g., young age/inexperience)?
6. Make a public appeal for further information
7. Consider asking the marshals in the affected area to remain at their stations
8. Call the emergency services