

University of Oxford Sports Department

Oxford University Yacht Club, Risk Assessment - Dinghy Racing and Training

Date : May 2020

Key Points:

- This is a generic risk assessment for all UK based OUYC racing weekends both at the Oxford Sailing Club and at other sailing clubs at which training or racing may be held
- All members to have signed an Oxford University Yacht Club Membership Form/Next of Kin form before using any boat.
- All members to be informed of location of the Dinghy Risk Assessment upon joining OUYC.
- Any member with a potentially serious medical condition should alert the activity leader before leaving shore
- All sailing to be carried out in accordance with the Safety rules and regulations of Oxford Sailing Club (or other relevant club) and all members to have read the Club Code of Conduct, Risk Assessment and Constitution.
- In the event of an emergency a member of OUYC to ring 999 from the OSC telephone. Inform a member of OSC staff if any are available.
- All incidents, accidents, injuries and near misses will be recorded on the accident report form (<https://ouyc.co.uk/about/documentation/>). This is sent to the vice commodore (or relevant rear commodore if not quickly available) who will report it to the Sportsfed SSO. This process will occur within 24 hours of any incident

This document is to give Captains (Activity Leaders) and members guidelines. It does not stipulate detailed emergency procedures, as these will be left up to the expertise and knowledge of the sailors.

Novices will always receive a full safety briefing before stepping onboard a craft by the activity leader.

Scale 1-5, with 5 being the most severe

Hazards	Risk	Control Measures in Place	Risk Factor (risk x severity)	Further Control Measures
Road accidents in hired vehicles when travelling to matches/competitions.	Car crash, whiplash, concussion, major injuries	<ul style="list-style-type: none"> ● Drivers must comply with driving laws in all relevant countries and carry equipment stipulated by such countries (see AA and/or RAC websites for details). Drivers must comply with the Highway Code when in the UK. ● OUYC to have telephone numbers of the Hire Company and the Area Safety Officer (Sport). All accidents to be reported to the University Security Services on (01865) 289999 and and Sports Safety Office, David White on 07866 366855 as soon as practicable. ● Any accident involving a hire vehicle to be reported to Hire Company and the SSO as soon as is possible. 	2 x 4	Vehicle being hired through the Sports Federation Travel Scheme. A copy of the Certificate for Motor Insurance is to be carried in the vehicle at all times.
Road accidents in private vehicles.	As above	<ul style="list-style-type: none"> ● Follow guidance of Emergency Services. Individuals to exchange Insurance documents. All accidents to be reported to the University Security Services on (01865) 289999 and Sports Safety Office, David White on 07866 	2 x 4	

		366855 as soon as is practicable		
Accidents onshore e.g. slipping and falling	Head injuries, cuts, bruises, concussion	<ul style="list-style-type: none"> ● Experienced sailors help and advise novices ● Activity leader should be aware of who in the relevant club has first aid training, and be aware of where the first aid kit is located 	1 x 2	
Equipment failure	<p>Low risk of being stranded afloat in a broken boat</p> <p>Secondary risks of broken equipment flying around in the wind and hitting crew members</p>	<ul style="list-style-type: none"> ● Sailors should check over their craft as they step onboard and not leave the shore or pontoon if insufficient equipment is supplied ● Sailors should carry small spare parts (tape, rope, shackle) so that small repairs may be made in order to sail the boat onto shore if failure happens while afloat ● Bosun is responsible for equipment being of a sailable and safe standard before boats leave shore ● For all events individuals are expected to provide their own suitable buoyancy aids. For social sailing there is a supply (over twenty) of OUYC buoyancy aids kept at Farmoor which will be assigned based on size as the buoyancy aids are designed to 	1 x 4	Sailors should hail safety/umpire boats as soon as a problem or potential problem is identified

		<p>support different weights</p> <ul style="list-style-type: none"> ● For social sailors, who are frequently less experienced than squad members, a maximum of ten people (five boats) sail at one time meaning that adequate safety cover can be provided by those running the session in the powerboat ● Adequate safety cover should always be provided. Members should not go afloat if there is no safety cover 		
Capsize (the boat is overturned, and crew are likely to fall into the water)	The severity of capsize can vary significantly. No injury, bruises, concussion, hypothermia, drowning	<ul style="list-style-type: none"> ● Suitable buoyancy aid to be worn at all times on the water ● In social sailing capsize practice is taught before the sailors are allowed on the water. The suitability of their clothing is checked before they are allowed out, and if they have capsized and get cold they are taken in ashore so they can get changed. ● Crews are assigned to boats according to experience, avoiding two novices being in a boat together. ● The activity leader may send in participants if it is felt that they are no longer able to sail safely 	3 x 3	

		<ul style="list-style-type: none"> ● There is always at least one rescue boat on the water for each social sailing session. This will go to aid any capsized boat and if required can take any injured person out of the water and ashore immediately. ● There is a first aid kit readily available at the Sailing Club and members of staff qualified to use it. Many members of OUYC also have First Aid qualifications. ● There is a telephone at Oxford Sailing Club that can be used to make emergency calls, and an accident book ● All incidents, accidents, injuries and near misses will be recorded on the accident report form (https://ouyc.co.uk/about/documentation/). This is sent to the vice commodore who will report it to Sportsfed. This process will occur within 24 hours of any incident 		
Personal injury from participating in sailing a dinghy	The nature of the activity may result in minor injuries including pulled muscles and ligaments,	<ul style="list-style-type: none"> ● First aider and first aid kit always provided by Oxford Sailing Club, or other sailing or yachting club that OUYC participates at in training or racing ● Many members of OUYC are qualified first 	3 x 3	In the case of a serious injury the crew must return to shore as soon as possible

	cuts, fractures etc. There is also the possibility of injuries caused by parts of the boat such as concussion from the boom	<p>aiders. A telephone is available in the club house for emergency calls.</p> <ul style="list-style-type: none"> ● Bosun checks boats are in good condition regularly and in social sailing squad members ensure that the boats are correctly rigged before sailors are allowed on the water. ● The need to be aware of the boom etc. is made clear to social sailors at briefing. The correct way to lift, move and launch a boat is explained to social sailors ● Adequate safety cover is provided at all times (a rib, jaffa, or umpire boat) 		All incidents etc. will be recorded in the accident report form on the OUYC website within 24hrs
Motorboats	<p>High speeds could lead to a collision</p> <p>Propeller has potential to harm driver, crew or other boats and crew</p>	<ul style="list-style-type: none"> ● All people using a motor boat must have at least RYA Powerboat Level 2, as required by Oxford Sailing Club (OSC). A photocopy of their certificate should be held alongside their membership form. ● A kill cord must be worn at all times when on the water with the engine running, in line with OSC regulations. ● When recovering a capsized boat, the person in the boat should be aware of the risk of people in the water. Identify where 	1 x 5	

		<p>the sailors of the capsized boat are before attending to the boat. If someone is being helped in to a power boat the engine of the boat should be switched off.</p> <ul style="list-style-type: none"> ● Petrol to be stored in conjunction with the COSHH regulations ● Safe driving (sensible speeds, undistracted) should be practiced at all times as covered in the Powerboat Level 2 course 		
Cold weather	Hypothermia (this risk is low unless a member falls in and becomes immersed)	<ul style="list-style-type: none"> ● Appropriate warm clothing to be worn e.g. hats, thermals etc. This is judged by the experience of the sailors themselves. Activity leader should advise novices or those who appear to be unprepared to adjust their clothing before going afloat ● Wetsuits / Dry suits to be worn between January 1st and March 31st ● Weather forecast checked before every sailing session so preparations can be made. ● The activity leader will monitor the weather conditions and shorten or cancel sessions accordingly. 	3 x 4	The crew must try to prevent immersion. Crew knowledgeable about signs of Hypothermia

Hot weather	Sunstroke, Sunburn, dehydration	<ul style="list-style-type: none"> ● Appropriate clothing to be worn e.g. hats, sunglasses. This is judged by the experience of the sailors themselves. Activity leader should advise novices ● Limit exposure time in the sun where possible ● Regular intake of fluids ● Use of suntan lotion by members – spare sunscreen is kept in the container to be given to social sailors of necessary. ● Weather forecast checked before every sailing session so preparations can be made. ● The activity leader will monitor the weather conditions and shorten or cancel sessions accordingly. 	2 x 3	Crew knowledgeable about signs of Sunstroke, sunburn or dehydration
High winds and gales	Capsizes, broken equipment Secondary risks of hypothermia	<ul style="list-style-type: none"> ● Sailing cancelled if wind strength is beyond the competency of those taking part. This is judged from experience by all of those involved, but the final call rests with the activity leader ● The activity leader will cancel social sailing 	2x4	

	from falling in	<p>if wind strength is beyond the competency of those taking part. For this group it is usually be a force 4, if not a force 3</p> <ul style="list-style-type: none"> ● Weather forecast checked before every sailing session so preparations can be made ● The activity leader will monitor the weather conditions and shorten or cancel sessions accordingly. 		
Other poor weather conditions	<p>Electrocution capsize</p> <p>Secondary risks of hypothermia from falling in</p>	<ul style="list-style-type: none"> ● Sailing to be cancelled if fog makes visibility low and is a perceived risk, captain of sailing to make the decision ● Sailing will be cancelled if there is a thunderstorm with lightning. If boats are on the water they will be sailed in straight away ● Weather forecast checked before every sailing session so preparations can be made. ● The activity leader will monitor the weather conditions and shorten or cancel sessions accordingly. 	1 x 4	

Seasickness		<ul style="list-style-type: none"> ● Keep hydrated. ● Take medication where suitable. 	1 x 2	
Drowning		<ul style="list-style-type: none"> ● Compulsory wearing of suitable buoyancy aids according to each sailors weight at all times while afloat 	1 x 5	Prevent immersion where possible.
Drugs and Alcohol	At extreme level vomiting loss of consciousness	<ul style="list-style-type: none"> ● Non-prescribed drugs are prohibited. ● Alcohol consumption limited to reasonable levels 	1 x 4	
Navigational Hazards	Boats running aground hitting submerged objects (usually sailing area is free of these risks)	<ul style="list-style-type: none"> ● Ensure the skipper has a knowledge of navigation and the local area. ● Only skippers who are competent and confident in unfamiliar waters should take a boat into such waters. 	1x4	There will be a pre-event briefing about the racing area which we will attend
Collision with another boat or obstacle	Boat damage and possible personal injury	<ul style="list-style-type: none"> ● Crews must be clear about 'rules of the road' to reduce the likelihood of collision. ● Skippers should avoid contact with other boats during racing. 	2 x 4	

Crew Competency:	Greater degree of chance of injury to novice than more experienced sailor.	<ul style="list-style-type: none"> ● All crew members will sign a waiver of liability, to reconfirm that they understand the risks they are taking on. ● All skippers will be approved by OUYC before a trip. 	1 x 4	Supervision from experienced squad member during these sessions for novices

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Jennifer Cropley – OUYC Dinghy Rear Commodore 2020/21