

# LEA R.C.

COVID19 – PHASED RETURN TO ROWING  
V1 22 MAY 2020



## Note to members

As the government's guidelines on Social distancing and participation in sporting activity are beginning to be relaxed, the club is planning to adopt a phased return to rowing.

The aim of this document is to formulate that plan and make the club as safe as possible for members to use rowing as a means of exercise with minimal risk of contracting COVID-19.

**Phase 1a of our plan will start on Tuesday 26 May (after the bank holiday) and allows the use of privately-owned single sculls for taking essential exercise, provided that the health and safety guidelines set out below are followed at all times.**

How we intend to extend this phasing is set out at the end of this document.

Please continue to follow all government advice, especially regarding quarantining and shielding of others in your household, if you or someone you have been in contact with has symptoms or feels unwell. DO NOT go to the boat club if you feel unwell.

The boat bays are accessible for this purpose, but the rest of the clubhouse remains closed and the facilities are not available for use. Only in the case of an emergency will other parts of the ground floor be accessible, and the first floor remains strictly out of bounds.

Any emergency situation requiring access to the clubhouse ground floor must be reported to the captain (Jennie Brotherston) and the club H&S rep (David Porter). Rowing incidents should be reported on the BR website as usual.

Please read this communication in full along with the adapted club risk assessment and follow the guidelines set out below in full.

*Dave Porter, Health & Safety, Lea RC Board*

*Reviewed by the President, Board & Rowing Safety Advisor*

*Date 22/05/20*

# Phase 1a (from Tuesday 26 May)

## Who can boat?

In this phase, boating is restricted to **privately-owned single sculls** (owners or a single individual nominated by the owner only) **in order to take essential exercise** as defined by Government guidelines. Coached sessions are not permitted at this phase.

Any members that boat must:

- Be competent to remove/replace their boat from the rack unaided.
- Be competent to boat from and return to the landing stage unaided.
- Be competent to scull without supervision.
- Be competent with the necessary actions in the event of a capsize.

Members that cannot do these things without supervision must not boat.

## What special measures are in place?

1. **Risk assessment:** Members must read this document, the special appendix risk assessment and Government coronavirus guidelines in full (all available on the club Yammer site).
2. **Registering to use the system:** to use the system owners of private sculls must register on the form available at <https://forms.gle/oUhtQ946GhwiMLYf7> . You will not be able to book a session until this is completed.
3. **Booking system:** Members who want to go out must book an allocated time slot online in advance. This is to reduce overlapping and overcrowding on land. A maximum of 4 pairs of scullers will be allowed on the water at any one time
4. **Social distancing:** Care must be taken to maintain the government-recommended 2m distance at all times (other than in household groups). In particular:
  - a. Only one person at a time is allowed in Tyrells or a boat bay. Do not assist anyone boating or landing in a way that will compromise this.
  - b. Do not meet up with anyone outside of your household other than your one sculling “buddy” and remain in groups of two or less at all times.
  - c. Do not return to the landing stage if more than one person is already there – instead wait on the water until they have cleared the stage.
5. **Cleaning:** When retrieving your boat and blades from the boathouse, please take care to make contact with as few surfaces as possible. In particular:
  - a. Surfaces that you come into contact with should be cleaned immediately. This includes: blade handles, boats, tools, keys, padlocks, door handles, taps, hosepipes and light switches.
  - b. Continue to wash your hands as per Government guidelines.
  - c. The club will provide water, bucket, hand wash, detergent and sponges. It is essential that buckets are emptied, and cleaning materials returned to where you found them.

- d. Paper towel will be at the end of bays and this, soaked in detergent should be used to wipe any surfaces (such as locks you touch on arrival or departure) then disposed of in a bin. The club is in a pristine state at the moment, let's keep it that way!
6. **Emergencies and buddy system:** Scullers should go out with a 'buddy' (either sculling together on the water or following on the bank) to mitigate the dangers should a capsizing occur. Take your phone for use in case of emergency.
  7. **Facilities closure:** There will be no access to changing rooms, gyms, toilets and showers. Scullers should arrive at the club in the clothing they will use while rowing. If you need to leave anything at the club you can do so at the back of the boat bay at your own risk – be careful not to leave any bags on or close to other people's bags.
  8. **Landing stage:** Our landing stage is currently undergoing replacement. A temporary stage is in place, but be aware that boating may be further restricted as work progresses.
  9. **Signing out:** Social distancing and cleaning measures mean that our usual logbook will be out-of-use. The booking system will in part replace this but please ensure that you let someone know when you're going out on the water and have returned safely - by calling or texting someone back home or similar.
  10. **Available water:** The Club recommends that you limit your outings to between Lathams and the Gate given the extra hazards currently below the Curtains.
  11. **Tracking symptoms:** To help protect each other, any members that use the club while we go through the phased return up to rowing are asked to inform the club (Jennie or Dave) if they or a member of their household suffer any Covid19 symptoms.

## How do I book a slot?

Members who possess a privately-owned scull must first register, then book an allocated time slot in advance using the link provided on Yammer. If you are not able to use the online booking system please email [david.porter61@gmail.com](mailto:david.porter61@gmail.com) with a booking request.

You will only be able to book a slot from the drop-down list if you have registered on the form so please do this first.

2 hr slots will initially be available in the following pattern. This should allow for over 50 sessions per day:

|               |               |     |               |
|---------------|---------------|-----|---------------|
| Tranche 1     | Tranche 2     | ... | Tranche 6     |
| 06:00 – 08:00 | 08:15 – 10:15 |     | 17:15 – 19:15 |
| 06:30 – 08:30 | 08:45 – 10:45 |     | 17:45 – 19:45 |
| 07:00 – 09:00 | 09:15 – 11:15 |     | 18:15 – 20:15 |
| 07:30 – 09:30 | 09:45 – 11:45 |     | 18:45 – 20:45 |

If you are not currently working, please help others by avoiding slots outside of working hours.

When we move to Phase 1b some sessions will be blocked out and times may change.

Please try and keep to the allocated times as you must observe social distancing at the club and if when you arrive at the club or back at the stage your bay is occupied by someone else be patient and wait.

# Principles for a phased return to rowing

In response to recent partial relaxation of coronavirus lockdown restrictions by the government and CaRT along with published advice from BR, the club management need to plan for a phased return to safe rowing from Lea RC.

In general, the principles at each stage are:

- Risk assessment (RA) prepared along with set of guidelines and rules for members.
- Above signed off by Lea RC rowing committee and board.
- Appropriate facilities and services put in place.
- All members take responsibility for their safety along with that of others.

Also:

- Plan must be compliant with government restrictions and BR advice.
- Actions must appear responsible to public observers and other river users.
- Any plan concerning juniors must comply with club safeguarding policies and procedures.
- For any plan to work there must be FULL compliance by the members at each stage otherwise we will need to return to more a MORE RESTRICTIVE regime.

To avoid confusion with the BR phases we will number our phases of return:

- **Phase 1a** – Privately owned singles allowed out at pre booked times in groups of two max with contamination control and social distancing measures in force.
- **Phase 1b** – Juniors with own boats or a single allocated boat (Captain with junior coaches) allowed out with a coach on the bank or in a single on a 1:1 basis (rules to maintain safeguarding in place).
- **Phase 2a** – Competent non owning singles allowed out in a club boat allocated to them by the captain, this could be extended to two people per boat with appropriate measures in place.
- **Phase 2b** – Juniors doubling up in boats possibly with a 2:1 single to coach ratio (when restrictions allow).
- **Phase 3** – Named pairs and doubles to join the system?

We intend to implement Phase 1a from Tuesday 26<sup>th</sup> May after the bank holiday and phase 1b within a few days once we are sure everything in Phase 1a is working efficiently and safely. Dates for phases 2 & 3 depend upon the efficacy of stage 1 and any further changes to government restrictions in either direction.

*Dave Porter, Health & Safety, Lea RC Board*

*Reviewed by the President, Board & Rowing Safety Advisor*

*Date 22/05/20*

**Note:**

This risk assessment is in addition to our usual club risk assessment, outlining additional measures necessary during coronavirus lockdown. It takes into account guidance from British Rowing, the government and Eastern Region Rowing Council, and has been approved by the Lea RC board. It will be reviewed weekly during lockdown, against evolving guidance.

Note that "Moderate" risk is the highest acceptable level of risk under the British Rowing risk matrix. Disregarding many of these measures would cause unacceptably high risk. As always it is essential that individuals carry out their own assessment of risk when planning any rowing activities. This should incorporate the below risk assessment but will include consideration of your current health, weather conditions and at the current time the consequences of contracting COVID-19. This last factor may include your type of work, your family situation and if you are in any of the government 'vulnerable' groups for the disease.

| Hazard                             | Potential hazardous event                               |  |  | Probability (A-E) | Potential harm   |   |  | Severity (1-5) | Level of Risk (L/M/S/I) | Action Owners |          |                 |                |         |              |        |   |
|------------------------------------|---|--|--|-------------------|--|---|--|----------------|-------------------------|---------------|----------|-----------------|----------------|---------|--------------|--------|---|
|                                    | Potential hazardous event                               | Barriers to reduce probability of event  | Actions to maintain  |                   | Potential harm   | Controls to reduce severity of harm   | Actions to maintain                                |                |                         | Club Officers | Club RSA | Facilities team | Launch drivers | Coaches | Coxes/Steers | Rowers |   |
| Coronavirus transmission: surfaces | Contact with infected equipment.                        | Use of private sculling boats only. Disallow sharing of boats/blades (outside household groups). Blade handles, slings, saxboards etc cleaned with soapy water, detergent or high alcohol content (>70%) spray in line with gov't recommendations. Wash hands with soap and water before and after visiting club or handling common items. | Clear published guidance to Lea RC members. Reviewed weekly in line with BR and government guidance. | B                 | Contraction of Covid-19 disease (and related risk of death). | Individuals at high-risk from COVID-19 (as defined in gov't guidelines) instructed to incorporate these factors into their personal risk assessment before visiting club. | Published guidance and links to government advice. | 3              | Low                     | X             | X        |                 |                |         |              |        | X |
|                                    | Contact with infected surfaces (club doors, locks etc.) | Members to limit what they touch as much as possible. Boathouse access heavily restricted. Tyrells/boat bays/outside. Enter through river facing doors only. No access to toilets.   |  |                   |  |   |  |                |                         | C             | 3        | Moderate        | X              | X       | X            |        |   |

|   |   |  |  |   |  |   |  |   |          |                      |                     |   |     |   |   |   |
|---|---|--|--|---|--|---|--|---|----------|----------------------|---------------------|---|-----|---|---|---|
| Coronavirus transmission: human   | Airborne transmission by infected individual (asymptomatic)             | Follow gov't social distancing guidance: 2m distance between individuals (outside household groups). Supporting measures: Access limited to two boats on water at once. Only one person (or two of same household group) in the boathouse/Tyrells at once. No help carrying boats/equipment. No holding boats on the landing stage or any similar assistance. Cover mouth with crook of arm if about to cough. Use a tissue if coughing or sneezing and dispose of in a bin. | Set-up and maintain sculling slot booking system, with moderator. Clear published guidance to Lea RC members. Reviewed weekly in line with BR and government guidance. | C | Contraction of Covid-19 disease (and related risk of death).                   | Individuals at high-risk from COVID-19 (as defined in gov't guidelines) instructed to incorporate these factors into their personal risk assessment before visiting club.               | Published guidance and links to government advice.   | 3 | Moderate | X                    | X                   | X |     |   |   | X |
|   | Airborne transmission by infected individual (symptomatic).             | Members with coronavirus symptoms (confirmed or otherwise) to stay away from club, in line with government self-isolation guidelines.  | C  |   |  |   |  |   | 3        | Moderate             | X                   | X |     |   |   | X |
| Other river users, conditions and competence issues (beyond usual hazards listed in Generic RA) | Capsize   | Competent scullers only, approved by Captain.  | Set-up and maintain sculling slot booking system, with moderator. Clear published guidance to Lea RC members. Reviewed weekly in line with BR and government guidance. | D | Drowning due to lack of available assistance under social-distancing measures. | Only adult, capsized-trained scullers allowed on water. Require a buddy sculler (in groups of 2 only) OR a single bank rider, so verbal and distanced physical assistance can be given. | Set-up and maintain sculling slot booking system, with moderator. Clear published guidance to Lea RC members. Reviewed weekly in line with BR and government guidance. | 2 | Moderate | X                    | X                   |   |     | X |   | X |
|   | Collision   |  |  |   |  |   |  |   | D        | Damage to club boats | Private boats only. | 1 | Low | X | X |   |
| Landing stage replacement works   | Boating on unsuitable river bank.                                       | Boating disallowed until landing stage works completed. Temporary stage used if available, but not while builders on site.   | Clear updates to Lea RC members about replacement works.   | D | Damage to club boats   | Private boats only.   | Clear published guidance to Lea RC members.  | 2 | Moderate | X                    |                     | X |     | X |   | X |
|   | Incident related to building site                                       |  |  | A | Injury   | Builders following own safety procedures  | Facilities committee require such  | 2 | Low      | X                    |                     | X |     | X |   | X |
| Legal and compliance issues   | Violation of government rule that only "essential exercise" acceptable. | Adopt policy of only to allow private scullers to "essential exercise" - not a return to general rowing training. Coaching of scullers disallowed.   | Set-up and maintain sculling slot booking system, with moderator. Clear published guidance to Lea RC members. Reviewed weekly in line with BR and government guidance. | D | Loss of reputation. Fines.   | Clear documentation of steps and measures employed to remain compliant.   | Regular review against government advice.  | 2 | Moderate | X                    |                     | X |     | X |   | X |
|   | Violation of government-mandated closure of public leisure facilities.  | Access restricted to members approved by Captain. Gym, toilet and other facilities to remain closed.   |  |   |  |   |  |   | D        | 2                    | Moderate            | X |     | X |   | X |

|  |           |   |   |   |        |  |   |   |     |   |   |  |  |  |  |  |   |
|--|-----------|---|---|---|--------|--|---|---|-----|---|---|--|--|--|--|--|---|
| Cyclists and pedestrians on towpath whilst boating | collision | Particular care needed and posters at end of bays as a reminder | Clear published guidance to Lea RC members. Reviewed weekly in line with BR | C | Injury | Provision of first aid. Coaches on bank required to carry throw lines. Emergency | EAP circulated in Club Safety Docs. Facilities manager in place. First Aid training | 1 | Low | X | X |  |  |  |  |  | X |
|--|-----------|---|---|---|--------|--|---|---|-----|---|---|--|--|--|--|--|---|