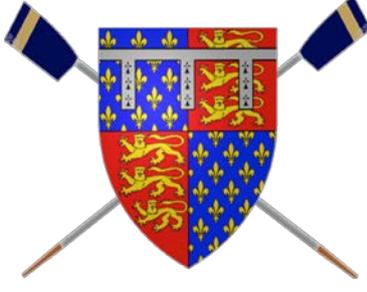


Document Title	JOG Safety Plan	
Version:	1.0	
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Date Approved:	14/11/2025	
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Document Code:	SP – JOG – 001	

Scope:

This Safety Plan applies to all rowing, coaching, and club activities undertaken by Lancaster John O’Gaunt Rowing Club (LJOG) and Lancaster Schools’ Rowing Association (LSRA), both on and off the water. It supports British Rowing’s RowSafe standards and is mandatory for all members, guests, and visitors.

The Club is committed to providing a safe environment for all members, guests, and visitors and to continually improving its safety culture in line with British Rowing’s RowSafe guidance.

Linked Safety Documents

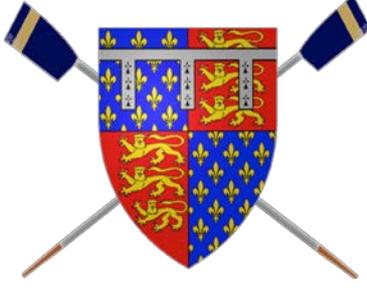
This Safety Plan should be read alongside the following live documents maintained by the Club:

- Emergency Response Plan (**ERP – JOG – 002**)
- Navigation and Circulation Rules (**NAV – JOG – 004**)
- Before Boating Checklist (**BB – JOG – 003**)
- Coxless Boat Steering (**CBS – JOG – 005**)
- Risk Assessments for Club Activities (**RA – JOG – 006**)

These documents are available on the club website and noticeboard and are reviewed annually by the Club Safety Officer.

Contents

QUICK REFERENCE PAGE	2
Emergency Numbers.....	2
Club Contacts (2026)	3
Important Document Links	3
1. Introduction and Safety Culture	3
2. Swimming Ability and Induction	4
3. Navigation and River Safety.....	5
4. Steering and Coxing.....	6
5. Capsize and Cold Water Safety	7
6. Equipment and Boathouse Safety	8
7. Equipment Maintenance and Damage Reporting	9

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

8. Launches and Fuel Handling.....	9
9. Trailer and Vehicle Safety.....	10
10. Clothing and Personal Safety	10
11. Health, Hygiene and First Aid	11
12. Food, Drink and Hydration	11
13. Fire Safety	12
14. Emergency Response Plan (ERP).....	12
Nearest Hospital:.....	12
Appendix 1 - Weather and River Conditions.....	13
Appendix 2 – OS Map of River and Rowing Club Area.....	14

QUICK REFERENCE PAGE

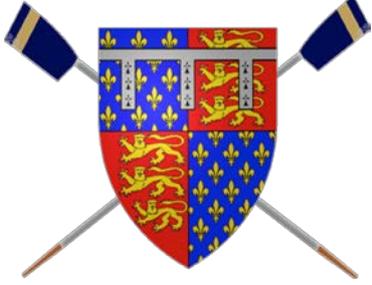
Situation	Action	Who to Contact
Emergency (injury, collision, fire)	Call 999 , give location: Rowing Club, Halton Road, Skerton, Lancaster LA1 2EA	Emergency services, then notify Club Captain / Safety Officer
Capsize	Stay with the boat, float to live, attract attention, return safely	Coach / Launch Crew
Fire	Evacuate immediately via the nearest exit, meet at the main gate	Fire Service, Club Chair
Lightning or Storm	Stop rowing, return to the boathouse, wait 30 minutes after the last strike	Captain / Coach
Damage or Incident	Record online using [Club Damage Form – QR Link] and BR Incident Report	Coach/Captain/Safety Officer
Health or Injury	Use the first aid kit (located in the clubroom, marked cupboard). Record on the BR incident site	First Aider / Captain

Emergency Numbers

Ambulance / Fire / Police: **999**

NHS Non-Emergency: **111**

Safety Plan – JOG – 001

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

Nearest Defibrillator: Located inside the clubhouse kitchen area. Clearly marked and accessible at all times during club activities.

Nearest A&E: Lancaster Royal Infirmary, Ashton Road, LA1 4RP

Club Contacts (2026)

Club Chair: Alex Meades

Club Captain: Kieren Bell

Junior Development Officer: Jonathan Abra

Vice Captain: Martin Casson-Grave

Safety Officer: Adam Green

Welfare Officer: Lucy Whittaker

Launch & Equipment Lead: Colin McDermid

Important Document Links

RowSafe: <https://www.britishrowing.org/about-us/policies-guidance/rowsafe/>

Navigation & Circulation Plan: Live Document **NAV – JOG - 004**

BR Incident Reporting Site: <https://incidentreporting.britishrowing.org/>

Club Website (Safety Page): <https://lancasterrowing.co.uk/members-area/>

1. Introduction and Safety Culture

Rowing is a low-risk but high-consequence sport. Incidents are rare, but when they occur, they can be serious.

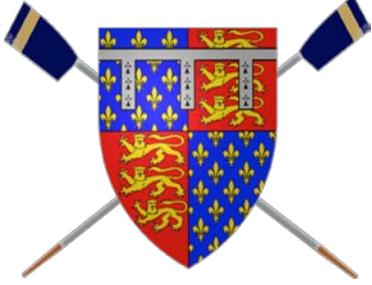
This plan sets out how members of LJOG and LSRA maintain safety standards across all club activities in the boathouse, on the River Lune, and at away events.

Our Commitment

- Every member has a duty of care to themselves, others, and the public.
- Any member may stop a session if they believe it is unsafe.
- The plan is reviewed annually or after any significant incident.

Risk Assessments

Comprehensive Risk Assessments for all rowing, coaching, and club activities are maintained separately as (**RA – JOG – 006**). These assessments identify key hazards, control measures, and any actions needed to manage risks. They are reviewed annually

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

or following any incident or significant change. Members should familiarise themselves with the relevant assessments before participating in activities.

Insurance

The club holds **Public Liability** and **Member-to-Member Insurance**.

Private boat owners are responsible for maintaining and insuring their own boats.

Working Document

This document is live and updated when new hazards or safety considerations arise.

Members who identify a gap or risk should contact the **Club Captain** or **Safety Officer**.

2. Swimming Ability and Induction

All rowers, coxes, and launch drivers must be in good health and able to:

- Swim at least **50 metres** in light clothing
- Swim **5 metres underwater**
- Tread water for **2 minutes**

A signed declaration is required on joining. **A parent or guardian must sign junior declarations.**

Any coach or committee member may stop a person from going afloat if they cannot meet the swimming requirement.

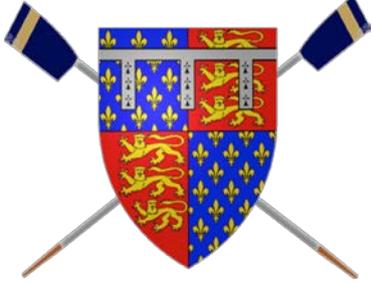
Life Jackets

- Coxes must wear a life jacket at all times on the water.
- Front-loading coxes must use **manual-inflating** jackets.
- Coxes carrying race weight must ensure it is **not attached** to them.
- Rowers may wear a life jacket if they choose.

Learning to Row

All beginners and new members must complete an **induction** with the Club Captain or a Coach covering:

- Local hazards and navigation rules

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
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Document Code:	SP – JOG – 001	

- Safe lifting and handling of boats
- Emergency procedures and incident reporting
- Overview of this Safety Plan

All rowers must wear a life jacket until they have completed a **capsize test**.

Junior Rowing

- A junior is anyone under 18 years of age.
- A competent adult must always supervise juniors.
- All juniors must wear a life jacket until they pass a capsize test.
- Written parental consent is required for participation and emergency medical care.
- Emergency contact details must be provided for all juniors.

3. Navigation and River Safety

All members must take responsibility for safe navigation and decision-making before and during any outing. The River Lune is a dynamic environment where conditions can change rapidly, and sound judgment is essential.

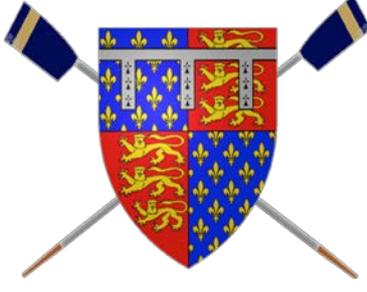
Preparation and Boating

Before launching, all members must complete the **Before Boating Checklist (Document Ref: BB – JOG – 003)** and follow the **Navigation and Circulation Rules (Document Ref: NAV – JOG – 004)**.

These live documents outline:

- Safety checks and river condition limits
- Crew readiness steps
- Launching and steering procedures
- Circulation patterns and turning points
- Exclusion zones, hazard markings and safe routes through the aqueduct

Safety Plan – JOG – 001

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

Both documents are maintained by the Club Safety Officer and displayed on the club noticeboard and website.

No crew should boat until all checks are complete and conditions are confirmed safe.

Before every outing:

- Review the river map on the noticeboard
- Check any temporary restrictions or notices
- Confirm you understand current river flow, weather and visibility

No rowing is permitted in darkness, fog, heavy rain or strong winds where control or visibility is reduced.

The Club Captain or Coach's decision is final on whether it is safe to boat.

General River Conduct

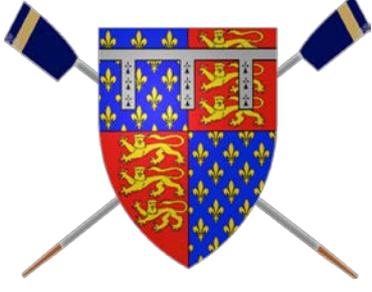
- Maintain awareness of other boats, anglers and river users
- Keep to the **Lancaster bank** when rowing upstream
- Keep to the **Halton bank** when rowing downstream
- Give clear verbal warnings such as "LOOK AHEAD!" if collision risk exists
- Crews must not stop or turn in unsafe areas or where visibility is limited
- Inexperienced rowers must always use the buddy system when boating outside the boathouse area

4. Steering and Coxing

Anyone steering or coxing must take full responsibility for the safety of their crew and other river users. Steering requires clear communication, awareness, and sound judgment at all times.

Anyone steering or coxing must:

- Communicate clearly with the crew.

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

- Maintain awareness of all other boats, debris, and anglers.
- Follow the club's Navigation and Circulation Rules (**Document Ref: NAV – JOG – 004 at all times.**)
- Avoid unnecessary manoeuvres and sharp turns.
- Operate with care and consideration for all other river users.

Additional Guidance

Crews steered from the bow seat must also follow the Coxless Boat Steering Guidance (**Document Ref: CBS – JOG – 005**).

This live document provides detailed advice on steering technique, lookout responsibilities, and effective communication, and must be read alongside this Safety Plan and the Navigation and Circulation Rules.

5. Capsize and Cold Water Safety

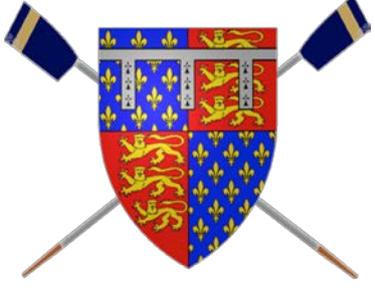
If you capsize, **stay calm and float to live** on your back with your ears in the water.

- Hold on to the boat for buoyancy.
- Kick gently to move towards the bank if safe.
- Only release the boat when you can stand safely.
- Never swim away from the boat unless you are in danger.

Cold Water Advice

- Water can remove body heat up to **30 times faster** than air.
- Even strong swimmers can suffer from cold shock or hypothermia.
- To reduce heat loss, pull yourself onto the upturned hull as quickly as possible to get your torso out of the water.

After Capsize

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

- Shower and change into dry clothing immediately.
- If hypothermia is suspected, use warm blankets and drinks while awaiting medical help.
- The club stores **emergency dry clothing** in the gym tool cupboard.

6. Equipment and Boathouse Safety

Boat Bays

- Keep aisles clear.
- Store spare riggers and trestles properly.
- Use enough people to lift safely and assign one person to lead.
- Always close and lock doors if no one remains in the boathouse.

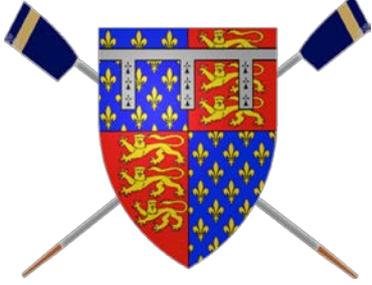
Landing Stages

- Keep clear of obstacles and trip hazards.
- Do not leave oars or boats blocking access.
- Secure boats in windy conditions.
- Take extra care when the landing stage is wet, frosty, or muddy as it can be very slippery.

Weights and Gym Area

- Only lift after being shown the correct technique.
- Always warm up for 15 minutes.
- Do not lift alone or while injured.
- Ergometers (rowing machines) must be used on a stable, flat surface with sufficient space behind and around each machine.
- A responsible adult must supervise juniors.

Running

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
Approved By:	Committee	
Document Code:	SP – JOG – 001	

- Sign out and log the expected return time.
- Do not run alone outside the club.

7. Equipment Maintenance and Damage Reporting

- Only use boats and equipment with permission from the Club Captain or Coach.
- Do not use boats marked with crossed tape (awaiting repair).
- Wash and inspect boats after each outing (unless freezing).
- Record any damage using the [Online Boat Damage Form](#).
- Mark damaged boats and update the noticeboard.
- Report collision damage on the BR Incident site.
- Never remove parts from another boat.
- Private boat owners are responsible for maintenance and insurance.

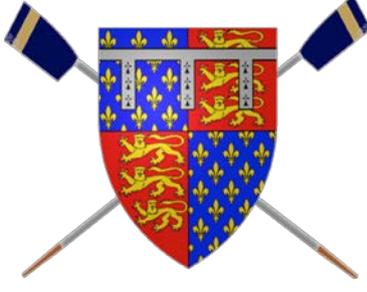
8. Launches and Fuel Handling

Launch Driver Requirements

- Must hold **RYA Level 2 Powerboat Handling** or equivalent.
- Must be on the approved drivers list on the noticeboard.

Before Launching

- Check fuel, equipment, and kill cord. The kill cord must be attached to the driver at all times.
- Everyone in the launch must wear a lifejacket. A spare lifejacket must be carried in the launch.
- Carry an extra person only when the launch is acting primarily in a safety role. For regular coaching, a single driver is acceptable.

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
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Document Code:	SP – JOG – 001	

- Report defects immediately.
- Practise rescue drills regularly.

Each Launch Must Carry

Anchor – Throw line – Thermal blanket – Bailer – Paddle

Fuel Safety

- Store tanks and canisters in the yellow flameproof cabinet.
- No smoking or open flames anywhere on site.
- Refuel outside, away from drains or ignition sources.
- Clean up spills immediately.
- If refuelling indoors, open all doors and use a drip tray.

9. Trailer and Vehicle Safety

Only approved members may tow the club trailer.

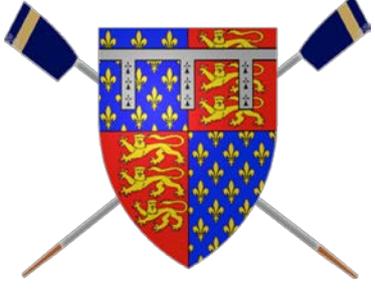
Before towing:

- Check tyres, lights, brakes, and load security.
- Confirm insurance and roadworthiness.
- Carry a passenger to assist and act as a banksman when reversing.
- Avoid travel in high winds or icy conditions.
- Take rest breaks every two hours or share driving.
- Never use a mobile phone while driving.

10. Clothing and Personal Safety

- Wear multiple thin layers that fit close to the body.
- Bring spare dry clothes and a towel.

Safety Plan – JOG – 001

Document Title	JOG Safety Plan	
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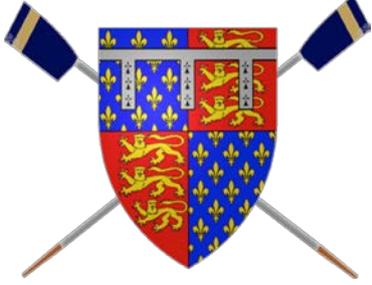
- Avoid taking valuables or phones in boats.
 - In hot weather: use sunglasses, a hat, and sunscreen.
 - In cold weather: wear thermal layers and a hat.
 - Stay hydrated in all conditions.
-

11. Health, Hygiene and First Aid

- Wash hands before eating or drinking.
 - Do not drink or splash river water.
 - Cover cuts and abrasions with waterproof dressings.
 - Clean oar handles after use.
 - Do not row barefoot.
 - First aid kit located in the clubroom, cupboard marked **First Aid**.
 - Report all first aid cases on the BR incident site.
 - If you feel unwell during a session, notify a coach or first aider immediately.
-

12. Food, Drink and Hydration

- Do not row under the influence of alcohol or drugs.
 - Avoid caffeine and alcohol the night before training.
 - Bring water on every outing.
 - Do not share bottles.
 - Eat soon after training for recovery.
 - Clean and tidy the kitchen after use.
-

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Date Approved:	14/11/2025	
Next Review:	14/11/2026	
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Document Code:	SP – JOG – 001	

13. Fire Safety

- Know where fire extinguishers and exits are located.
- Keep escape routes clear at all times.

If you discover a fire:

1. Warn others and evacuate immediately.
2. Dial **999** from outside the building.
3. Only tackle fire if safe to do so.
4. Leave via the nearest exit.
5. Assemble at the **main gate**.
6. Do not re-enter until the Fire Service confirms it is safe.

14. Emergency Response Plan (ERP)

This section provides a summary of key emergency information. A detailed **Emergency Response Plan (Document Ref: ERP – JOG – 002)** is maintained separately and includes full procedures for fire, injury, capsizes, pollution, and evacuation scenarios. The document is available on the club website and noticeboard.

In an emergency, call 999 and request:

Ambulance – Fire – Police – Coastguard (for incidents below the weir).

Club Address:

Rowing Club, Halton Road, Skerton, Lancaster, LA1 2EA

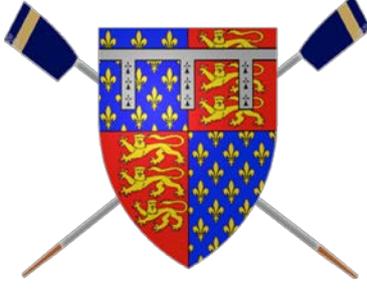
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Nearest Defibrillator:

Located inside the clubhouse kitchen area. Clearly marked and accessible at all times during club activities.

Nearest Hospital:

Royal Lancaster Infirmary, Ashton Road, Lancaster, LA1 4RP

Document Title	JOG Safety Plan	
Version:	1.0	
Author:	Adam Green	
Date Approved:	14/11/2025	
Next Review:	14/11/2026	
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Document Code:	SP – JOG – 001	

Nearest Public Phone:

220 metres from club at Main Street and Aldrens Road junction.

Gas Leak:

Call **0800 111 999**, evacuate immediately, and do not investigate.

Casualties should be brought to the ERP point at the boathouse.

Appendix 1 - Weather and River Conditions

All members must check local weather, river level, and tide information before boating. Conditions on the River Lune can change quickly, and judgment must always be used before launching.

Wind

- The prevailing wind is westerly (upstream), which can make the water rough and unstable for small boats.
- Strong gusts increase the risk of capsizing, especially above the aqueduct.
- **Do not boat if sustained winds exceed 15 mph or gusts exceed 25 mph.**

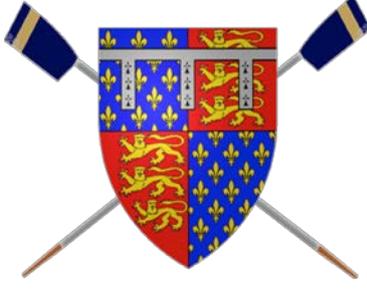
River Level

- Heavy rain or snowmelt can raise the river level quickly, making launching and recovery unsafe.
- **Do not boat if the water is above the main landing stage or more than 15 cm below it.**
- When the river is low, hulls can become trapped under the stage or damaged.

River Flow

- Fast flow increases instability and makes navigation difficult.
- **If the river is visibly flowing past the landing stage, conditions are unsafe to row.**
- Avoid going above the M6 bridge in strong or fast flow conditions.
- Floating debris such as branches or logs increases risk of collision and must be avoided.

Ice

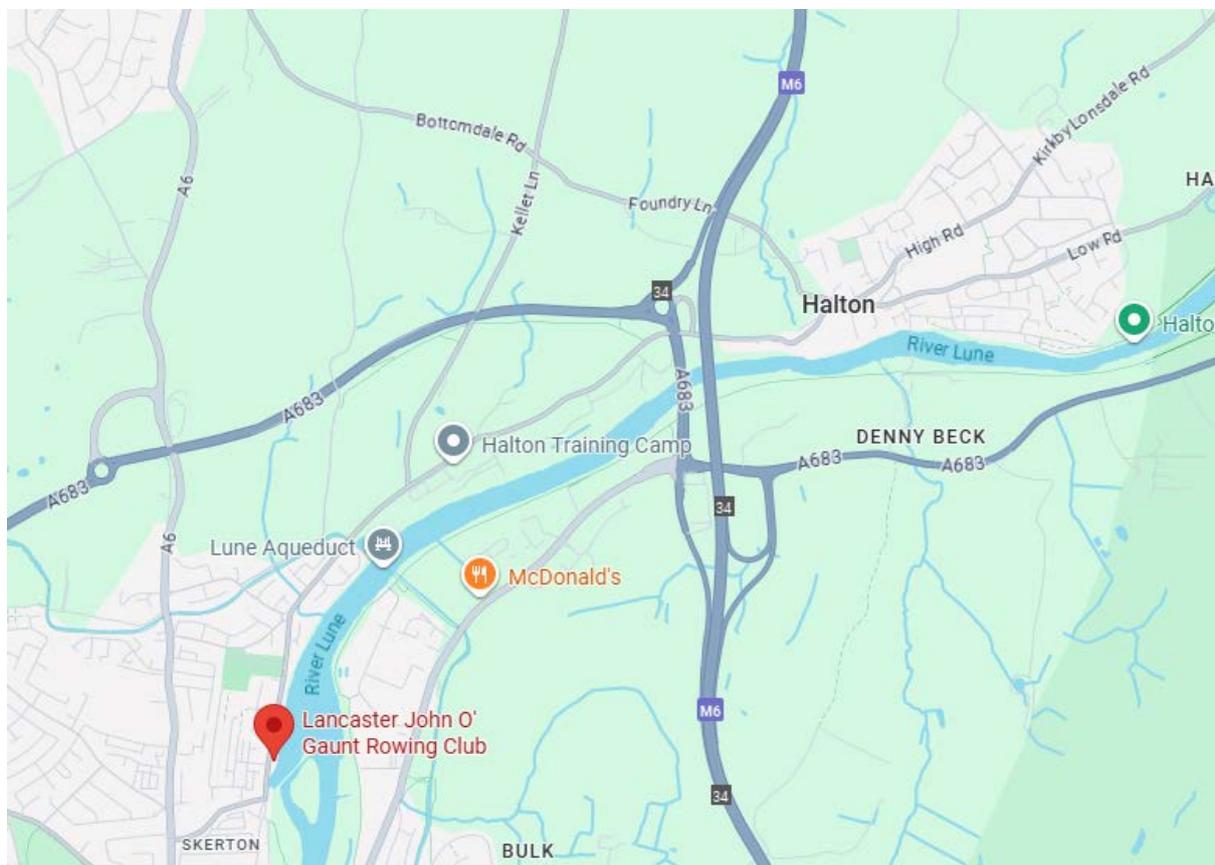
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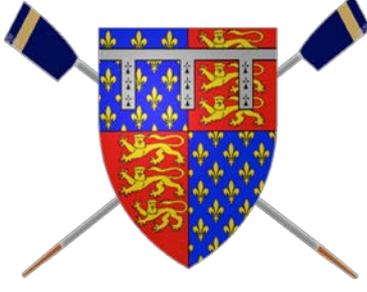
- Ice formation can occur in calm or cold conditions, especially near the landing stages.
- **Do not boat if ice is visible on any part of the river.**
- Ice can seriously damage boats and blades.

Tides

- High tides can surge over Skerton Weir and raise river levels rapidly.
- A **high tide above 10 metres at Heysham** will usually cause these conditions.
- High tide at Skerton occurs roughly **30 minutes after Heysham**.
- Always check the forecast before boating:
<https://www.tidetimes.co.uk/heysham-tide-times>

Appendix 2 – OS Map of River and Rowing Club Area



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If you are unsure about any part of this guidance, please speak to a coach or the club captain before boating. Always speak up if something does not seem right.