



HEALTH AND SAFETY POLICY

1. GENERAL

- 1.1. The health, safety and welfare of all the people who are members of Zennor Gig Club (Penzance) are of fundamental importance. The Club aims to provide a safe, secure and pleasant environment for everyone.
- 1.2. Zennor Gig Club (Penzance) shall appoint a Safety Officer whose primary responsibility shall be to advise the Club on Health and Safety requirements and matters relating to safe conduct on and around the water.
- 1.3. The Committee of Zennor Gig Club (Penzance) shall ensure that Health and Safety is reviewed as a regular committee agenda item.
- 1.4. The Safety Adviser will:-
 - 1.4.1. Be fully conversant with the Club's Health and Safety Policy;
 - 1.4.2. Be fully conversant with the CPGA's Health and Safety Guidelines and Water Safety Guidelines;
 - 1.4.3. Assess the risks to the Club both on and off the water;
 - 1.4.4. Conduct an annual Club Safety Audit;
 - 1.4.5. Check and maintain First Aid Kits on a regular basis
 - 1.4.6. Implement any recommendations of a Risk Assessment;
 - 1.4.7. Maintain an Incident/Accident Log;
 - 1.4.8. Maintain a prominent display of safety information at the Club, and
 - 1.4.9. Develop contacts with other harbour sports club users

2. LAUNCHING AND LOADING

- 2.1. A minimum of 2 adults should be present to remove gig and trailer from container. 6 adults must be in attendance when using launching trolleys.
- 2.2. A minimum of 4 adults must be present to move gig and trailer to waters edge on slipway. 6 adults must be in attendance when using launching trolleys.
- 2.3. A minimum of 4 adults must be present to unload gig from trailer into the water. 6 adults must be in attendance when using launching trolleys.
- 2.4. A minimum of 6 adults must be present to lift gig from water onto trailer or launching trolleys.
- 2.5. A minimum of 6 adults must be present to push gig and trailer or gig and launching trolleys up slipway to container.
- 2.6. A minimum of 4 adults must be present to load gig and trailer into container. 6 adults must be in attendance when using launching trolleys.
- 2.7. IF ANY OF THE ABOVE RULES CANNOT BE MET, THEN THE GIG MUST NOT BE LAUNCHED FOR ROWING

3. ROWING

- 3.1. A competent Cox must be present in the gig at all times when on the water.
- 3.2. A minimum of one experienced rower and the cox must be present when the gig is launched.
- 3.3. Each gig shall contain the following items when on the water:
 - 3.3.1. The correct number of lifejackets for the number of people in the gig
 - 3.3.2. A fully charged radio contained in a waterproof bag and secured to either the cox or the gig
 - 3.3.3. Flares
 - 3.3.4. A waterproof container containing the following items – sound signalling device, basic First Aid Kit, Thermal Exposure blanket, sharp sheathed knife and Throw/Grab line.
 - 3.3.5. An adequate supply of replacement pins
 - 3.3.6. A bailer
- 3.4. Lifejackets, Safety Equipment and flares need not be carried at Races or Regattas when there are safety boats in attendance.

4. ROWING WITH JUNIORS

- 4.1. A competent Cox must be present in the gig at all times when on the water.
- 4.2. A minimum of one experienced rower and the cox must be present when the gig is launched.
- 4.3. A minimum of one experienced rower and the cox must be in the gig when juniors are rowing.
- 4.4. Any rower under the age of 16 must wear a lifejacket whilst on the water.
- 4.5. The Cox of any crew member under the age of 16 must wear a lifejacket whilst on the water.
- 4.6. Each gig shall contain the following items when on the water:
 - 4.6.1. A fully charged radio contained in a waterproof bag and secured to either the cox or the gig.
 - 4.6.2. Flares
 - 4.6.3. A waterproof container containing the following items – sound signalling device, basic First Aid Kit, Thermal Exposure blanket, sharp sheathed knife and Throw/Grab line.
 - 4.6.4. An adequate supply of replacement pins
 - 4.6.5. A bailer
- 4.7. Flares and Safety Equipment need not be carried at Races or Regattas when there are safety boats in attendance.

5. EQUIPMENT

- 5.1. All equipment used for rowing needs to be properly and regularly maintained to ensure that it is safe and adequate for its intended purpose and to ensure that it does not expose its users to danger.
- 5.2. All gigs and equipment are to be stored in an orderly manner and in such a way as to minimise damage to persons or equipment.
- 5.3. Any inflammable or toxic substances (paint, varnish, white spirit etc) are to be stored in a lockable container.

6. DAMAGE

- 6.1. Should any damage occur to the gigs or any equipment, then this must be reported to the Safety Officer as soon as practically possible so that the necessary repairs may be undertaken.