

ST GEORGES ROWING CLUB Inc.



On the Water 'Safety Rules'

**All the following are Club Rules
unless specifically noted
as a Recommendation**

1st January 2023

Semper Paratus
Always Ready

**EMERGENCY
CONTACT**

Phone 111
ASK FOR POLICE

CHANNEL 16
ON VHF RADIO

Coastguard
MOBILE PHONE

***500**

Other Coastguard
Information
09 303 4303

The clubhouse physical address is: 104 Kings Road, Panmure, Auckland 1072

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1 General Safety Rules for Rowers and Supervisors

The following pages each cover one specific hazard and the measures rowers must take to keep themselves safe on the river.

1.1 Basis for the Rules

1.1.1 Types of Rowing

Two types of training are referred to in these rules:

1. Supervised rowing (with safety boat exercising continuous safety oversight)
2. Unsupervised rowing (without continuous safety oversight)

1. Supervised training:

- When accompanied by the coach/safety crew (hereafter referred to as on-water supervisor) in a powerboat - One supervisor in a powerboat can supervise a maximum of four in number rowing skiffs or two in number Eight's at any one time, provided that the crew/s are always able to hear given instructions from the supervisor.
- The powerboat shall carry the required number of Buoyancy Aids/PFDs (at least one for each rower who is not wearing a PFD up to a maximum of 8 *).
- All coxswains and supervisors must wear approved lifejackets when carrying out their duties on the water.

* If two 8's being supervised, at least 8 rowers to carry their own PFDs.

2. Unsupervised training:

- Each rower must either wear an approved buoyancy aid/ PFD or the boat must have an easily accessible buoyancy aid for each person.
- Before going on the water a member of the crew must assume responsibility for the boat and crew. It is that person's responsibility to ensure that the crew complies with the rules for unsupervised crews. The person steering (coxswain if in attendance, otherwise the bow person) is by default the person in charge unless this person is not considered able to fulfil that role. If this is the case, there must be no doubt as to who is in charge (see also 1.4.4).

Note: "Approved Personal Floatation device (PFD), Lifejackets or buoyancy aids are those approved under the Maritime Rule 91, Navigation Safety"

Note: Some of the rules below provide an exemption from carrying approved buoyancy aids or PFDs as required by MSA rule 91.4(1)

Note: Schools may impose stricter rules for themselves than set out in this document

1.2 The Code – Application and Oversight

This sub-part of the code reflects advice from Rowing NZ.

1.2.1 Application

This Code applies to all who are based at or row from St Georges Club, whether fee-paying or honorary members/non-fee paying or visiting rowers

1.2.2 Appointment of a Safety Officer

The Club, Masters and each School or College based at St Georges shall appoint a Safety Officer.

The Club Safety Officer shall oversee the implementation of this Safety Code and liaise with the school / college safety officers to ensure implementation and adherence to this Code.

1.2.3 Emergency Contacts

There shall be prominently displayed in every Club and Boathouse, a list of vital telephone numbers relating to safety in general.

- EMERGENCY SERVICES - '111'
- Auckland Coastguard: Mobile: *500
- If in a Coach Boat - Auckland Coastguard: (VHF Channel 16)– Do not be afraid to make a May Day call if the situation appear to be getting out of hand or you fear for the safety of anyone on the water.

1.2.4 First Aid

Safety and First Aid equipment shall be readily available in the Club. This equipment must include:

- First Aid Box (to be fully stocked, contents listed. The box contents recommended to be checked monthly).
- Thermal/exposure blankets
- Buoyancy aids/ Personal Floatation devices (PFD's).

1.2.5 Basic First Aid Training

All supervisors must undertake basic first aid training and maintain their knowledge.

1.2.6 Display Visual Aids

Visual aids for on water safety, lifesaving and resuscitation procedures shall be displayed prominently in the Club House.

1.2.7 Chart of Local Water Way

The Club will display a chart of the Tamaki River (the hazard map), drawing attention to the navigation rules and any additional rules required to address specific local hazards.

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Instructions shall be included on any variation in normal procedures necessary to combat tidal, stream, wind or other climatic conditions, which may arise locally. This map will be the basis for the introductory tour of the river.

1.2.8 Landing and Exit Points

Suitable landing or exit points are to be identified along the rowing route and indicated on the river.

1.2.9 Maintain an Incident Log

An Incident Log shall be maintained and be available for inspection at all times, giving time, place and nature of accident, injuries/damages sustained and names and addresses of witnesses. All serious cases of accident involving injury shall be notified in writing to the local Association and the NZRA using the standard pro-formas.

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1.3 Equipment

For the safety of all concerned, rowing equipment must be maintained in good order.

1.3.1 Bow Ball

Every boat must at all times, carry firmly attached to its bows a white ball of not less than 4cm diameter made of rubber or material of similar consistency.

1.3.2 Heel Restraints and Quick Release

Heel restraints and "quick-release" mechanisms must be in proper and effective working order in all boats equipped with fitted shoes. The restraints must allow no more than the current Rowing NZ rule regarding heel lift on the shoe. Heels must be held below the horizontal.

1.3.3 Lights

For outings between the hours of 30 mins before sunset to 30 mins after sunrise boats shall be fitted with lights as required (See Rowing in Darkness) and shall carry a torch (a head light is the recommended form of torch) to alert other vessels so as to avoid collision or signal for assistance.

1.3.4 Set Buttons

Check oars and sculls to ensure that "buttons" (yellow plastic rings near handgrips that determine gearing) are secure and properly set.

1.3.5 Boat Buoyancy

Buoyancy compartments, bow and stern canvasses, etc., must be checked to ensure that they will function as intended.

1.3.6 Boat Defect / Maintenance Log

Defects are to be cleared as soon as practical. Boats are to be identified as "out of service" in case of any defect compromising the safety of a boat.

A boat maintenance log or notebook shall be kept for each safety boat showing maintenance and repairs for the boat, equipment and motor, and the date when the work was carried out.

1.4 Rowers, Scullers & Coxswains

1.4.1 Good Health and Capability

All persons participating in rowing or sculling must be in good health and able to swim a minimum of 50m in light clothing and shoes. The alternative if they are not able to do this is that they must wear a buoyancy aid at all times. See also 1.4.7.

1.4.2 Physically Challenged Rowers

Physically challenged athletes participating in rowing or sculling activities must be provided with suitable rescue facilities to cope with any accident whilst afloat.

1.4.3 Coxswains - Lifejackets

All coxswains shall wear an approved lifejacket (non-self-inflating) when on the water for both training and in competition. Where the coxswain is located in the bow of boats, care must be taken in the choice of lifejacket to ensure that the coxswain is not restricted when exiting the boat. Self-inflating life jackets must not be used.

1.4.4 Person In Charge (In the boat)

All crews, when going on the water - whether accompanied or not, must appoint a person to have overall responsibility for the crew. This person will usually be the person steering the boat and in control of the boat's general movement. If it is not the person steering, there is to be no doubt who is in charge. It is this person's responsibility to ensure that the crew complies with the rules and is the person to whom any inquiry will be directed should an incident occur.

1.4.5 Steering Competency

Once competent at rowing, all club members are to attempt to attain competency in the bow / steering seat. Competency will be assessed by experienced rowers appointed by the Club Captain. Rowers are to practice the bow seat row from time to time to maintain competency. Anyone who is unable to take bow seat must declare this to their group.

1.4.6 Capsize Training / Practice

All rowers are to have practiced capsize:

- As soon as practical after basic row training (i.e. after becoming comfortable in a Quad or Eight)
- Before rowing unsupervised in Double, Pair, or Single.

Note: Some rowers may find they are not able to self-recover from a capsize and may instead practice kicking the boat to shallow water (see 1.4.7).

1.4.7 Know yourself

All rowers are to be aware of their strengths and limitations (capsize recovery, swimming strength, tendency to get cold etc.) and plan their rowing accordingly. See also 1.4.1.

1.5 Supervision

For the purposes of this safety document a supervisor is defined as a person or persons accompanying a crew or crews in a small powered craft (launch). The lead supervisor (if there is more than one person) is principally there to ensure the safety of rowers. That person may also be acting as a coach.

1.5.1 Safety First

Supervisors are firstly responsible to remind crews that they need to fulfil the crew's safety requirements on the water (see section 1). School supervisors must ensure themselves and the crews they are supervising meet all safety requirements.

1.5.2 Safety Awareness

A supervisor shall ensure that every member of the crews of which he has charge is aware of the appropriate safety procedures at all times.

1.5.3 Dressing for Conditions

Supervisors shall ensure that the whole crew, including the coxswain, are dressed suitably, adequately protected for the weather conditions they are likely to encounter. This is also the responsibility of each rower.

1.5.4 Wearing Lifejackets

Supervisors and launch drivers shall wear life jackets at all times whilst afloat.

1.5.5 Coach Boat Safety Gear

All coaching launches and safety boats shall carry the following safety aids:

- A bailer, and, for inflatable rubber dinghies, a suitable inflation pump and a spare inflation valve.
- A sound signalling warning device, capable of attracting attention over at least 200 meters. e.g. Air horn and a whistle
- A grab line at least 15m (50ft) long with a large knot tied in one end to assist throwing (ideally a purpose made rescue/heaving line- 'throw bag').
- Sufficient approved Buoyancy aids or PFD's for the crew they are coaching who are not carrying their own (If more than 8 rowers being supervised, extra rowers to carry their own PFD)
- A basic first aid kit (contents recorded and checked before going out).
- A sharp knife in carrying sheath.
- A paddle.
- Handholds fixed to the side of the power boat (or ropes on board to hold on to) to enable any person being rescued to stay with the boat.
- Engine cut-out lanyard device, accessible to the driver at all times

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- Anchor and line.
- a flare (or E-flare) and water-proof torch recommended to be carried.

1.5.6 Navigation Lights

Any activity on the water between the hours of 30 minutes before sunset to 30 minutes after sunrise requires boats to be fitted with lights as required by MNZ (see below) and carry a torch to alert other vessels to avoid collision or to signal for assistance.

Notes on lights:

- *Post lights for coaching boats need to be tall enough to be visible 360 degrees and bright enough to be seen from 2 miles*
- *Rowers are recommended to wear head lights at bow and stroke, and carry a bow light if available*
- *Useful MNZ guidance:*

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2 Managing Hazards

2.1 Rowing in Darkness

2.1.1 Situation/Hazard:

Rowing - or potentially rowing - outside full daylight (Note: legal requirement if greater than half an hour either side legal hours of sunrise / sunset).

2.1.2 Nature of Situation/Hazard:

Darkness reduces visibility making it harder for rowers to see obstacles/other boats and for other boats to see the rowers.

2.1.3 Rules Ashore:

1. Put name on whiteboard.
2. It is recommended that rowers advise someone on shore when you set out and once you return (*if not a weekend club row, txt or call a friend*).

2.1.4 Rules on the Water (Without Safety Boat):

1. Be aware or heightened dangers, others on the river, weather and tidal conditions etc.
2. Wear bright colours (day-glow or fluoro)*.
3. Ensure boat has lights (Fit an effective post-light a set of navigation lights – see below).
4. At least one crew to wear LED headlight (in place of the regulation torch)**.
5. All crew to carry a safety belt/floatation device.
6. All crew to wear a whistle.
7. Carry Flares or E-flare ***.
8. Carry a spray-can type mini foghorn***.
9. Cell phone in waterproof case (recommended as an additional item).
10. Get to know which moored boats have accessible landing platforms

2.1.5 Rules on the Water (With a Safety Boat in Constant Attendance):

1. As above except safety boat to carry 7, 8 and 9 in place of the row boat(s) doing so.
2. Coach Boat to carry a waterproof heavy-duty torch.
3. Foghorn to be 'standard' size.

* *Schools colours may not be suitable. Consider day-glow hats or vests.*

** *See 1.5.6.*

*** *Notes on safety pack: The Flare pack / E-Flare and Horn to be carried in a water proof 'night-pack' secured to the boat by a lanyard.*

2.2 Rowing Alone (single, pair, double)

2.2.1 Situation/Hazard:

Rowing alone (sole boat) and/or there are few other boats on the water.

2.2.2 Nature of Situation/Hazard:

If there are not many or no other boats on the water, then if an incident occurs (e.g. capsize) the rower(s) could be isolated and help would not be readily available.

2.2.3 Rules Ashore:

1. Put name on whiteboard.
2. It is recommended that rowers advise someone when you set out and once you return (*if not a weekend club row, txt or call a friend*).
3. Be clear on the Rules of the Road at Sea.

2.2.4 Rules on the Water (Without Safety Boat that has continuous oversight)

1. Be aware or heightened dangers, others on the river, weather and tidal conditions etc.
2. Keep to the right of the channel
3. Carry a safety belt/floatation device.
4. All crew to wear a whistle – at least 1 in boat.
5. Carry the safety pack of an E-flare and spray-can type mini foghorn
6. Cell phone in waterproof case (recommended as an additional item).

* *Notes on safety pack: The Flare pack / E-Flare and Horn to be carried in a water proof ‘night-pack’ secured to the boat by a lanyard. These packs are available at the main exit door*

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2.3 Rowing While River is Crowded

2.3.1 Situation/Hazard:

Rowing when the river is crowded - many other boats out (rowing, paddling, motoring, sailing).

2.3.2 Nature of Situation/Hazard:

As the number of boats on the river increases, so does the likelihood an accident/incident will happen.

2.3.3 Rules Ashore:

1. Put name on whiteboard.
2. It is recommended that rowers advise someone when they set out and once they return (*if not a weekend club row, txt or call a friend*).
3. Be clear on the Rules of the Road at Sea.

2.3.4 Rules on the Water:

1. Follow the Rules of the Road at Sea.
2. Stay on the right of the channel. Keep markers close to the rowers' left side.
3. Boats to be steered to stroke side if necessary to avoid a collision
4. Think ahead.
5. Launch from St Georges with bow facing up-river
6. Consider rowing in quieter areas (eg Panmure Basin, Mt Wellington War Memorial Park bay).
7. If joining or crossing the channel - must give way to boats in the channel. Make intentions clear and be decisive.
8. Consider location and situation when deciding where and when to 'go-hard' or race other rowers and where or when not to.
9. *Coaches - Do not race your crews in narrow channels or other congested areas.*
10. Do not stop crews for instruction in narrow parts of the river

2.4 Rowing Beyond Red Buoys

2.4.1 Situation/Hazard:

Rowing beyond the red buoys (seaward of Point England Beach and as far as #6 Buoy).

2.4.2 Nature of Situation/Hazard:

If a boat capsizes and there is no help readily available, the further the boat is from shore, compounded by the higher large boat activity, the greater the potential hazard.

2.4.3 Rules Ashore:

1. Put name on whiteboard.
2. It is recommended that rowers advise someone when you set out and once you return (txt or call a friend).
3. Be clear about the Rules of the Road at Sea (in simple terms keep clear of large vessels and any vessels manoeuvring).

2.4.4 Rules on the Water (unsupervised):

1. Follow Rules of the Road at Sea (see Large Vessels using Channel rules).
2. Monitor conditions and traffic.
3. Wear bright colours (ensure you can be seen).
4. Carry Safety belt/floatation device and whistle (all rowers),
5. Stay clear of vessels in the main channel.

2.4.5 Rules on the Water (supervised):

1. Follow Rules of the Road at Sea (see Large Vessels using Channel rules).
2. Safety belt/floatation device and whistle available (all rowers),

2.5 Rowing Beyond #6 Buoy (Sand Spit)

2.5.1 Situation/Hazard:

Rowing beyond the #6 buoys (approaching and seaward of Sand Spit point).

2.5.2 Nature of Situation/Hazard:

The high level of pleasure and large craft activity, marina movements, waves, currents, creates a high level of hazard.

2.5.3 Rules Ashore:

1. Complete a "Plan of the Row" in consultation with the Club Captain and / or Safety Officer (*See template in Section 5*).

2.5.4 Rules on the Water (Must Always be supervised):

1. In accordance with the agreed Plan of the Row.

2.6 Vessel Wake

2.6.1 Situation/Hazard:

Rowing in areas where larger vessels are causing vessel wake.

2.6.2 Nature of Situation/Hazard:

Vessel wake caused by launches and other powerboats increases the likelihood of a boat taking on water or capsizing.

2.6.3 Rules Ashore:

1. Educated on how to handle wake (side on, hands together and locked on knees, blades on the water).

2.6.4 Rules on the Water:

1. See and be seen.
2. Stay aware of surroundings.
3. Think ahead.
4. Handle wake correctly.
5. For large swells, position the skiff side (beam) on, as this reduces the potential for breaking the skiff's hull

2.7 Sun strike / Glare

2.7.1 Situation/Hazard:

Rowing when there is a potential for sunlight to shine directly or reflect into your eyes.

2.7.2 Nature of Situation/Hazard:

The glare from sun strike can impair vision (rower or other river user).

2.7.3 Rules on the Water:

1. Think ahead (time of sunrise and cloud cover).
2. Be aware sun strike and glare affects others including skippers of larger vessels.

2.7.4 Recommendations:

1. Wear sunglasses and caps to reduce the effects of sun glare.
2. Keep a pair of sunglasses with row gear.
3. Consider rowing in areas where sun strike/glare is less troublesome at that time of day.

2.8 Fog

2.8.1 Situation/Hazard:

Rowing in foggy conditions with restricted visibility.

2.8.2 Nature of Situation/Hazard:

Fog can restrict visibility for river rowers. Reduced view distance and potential disorientation. This vision impairment removes the ability to plan ahead and take correct action.

2.8.3 Rules Ashore:

1. If unsure – don't go out.
2. There must be no pressure on any rower to go on the water if they feel unsafe

2.8.4 Rules on the Water:

1. Be aware of conditions near the club and elsewhere on the river.
2. Be aware of other river activity.
3. Situation A: Minimum view distance 200 metres (cannot see the end of the wharf). Do not set out if visibility is less than this.
4. Situation B: Intermediate view distance (cannot see the other side of the river). Additional care to be taken – *Apply Rowing in Darkness rules**.

* Note: Rowing in foggy conditions is more hazardous than rowing in darkness with no fog as neither you nor your lights can be seen from distance.

2.9 Wind

2.9.1 Situation/Hazard:

Rowing in windy conditions.

2.9.2 Nature of Situation/Hazard:

Wind may make rowing difficult (wind acting on oars and boat), or may make course-keeping difficult. Wind can also cause steep waves (some with white caps) when wind is against tide.

2.9.3 Rules Ashore:

1. Check the weather forecast for the immediate area of the river*.
2. Assess conditions (wind and waves), by viewing water surface, flags, trees etc. Think about the wind direction and so what the conditions may be like elsewhere on the river.
3. Plan a route that keeps you in sheltered areas if possible.
4. If in doubt, don't go out!
5. There must be no pressure on any rower to go on the water if they feel unsafe
6. Put name on whiteboard.
7. Advise someone when you set out and once you return (txt or call a friend).

2.9.4 Rules on the Water:

1. Awareness (check flags, how moored boats are lying and state of tide).
2. Be prepared to abandon row and return to shore at any time.
3. If supervised - supervisor to make call on whether the conditions are safe. However, any rower can elect not to go out even if their supervisor deems it safe.

2.9.5 Recommendations:

* The "Predict Wind". "Windy" or similar Apps (www.predictwind.com) are highly recommended for current and predicted conditions

2.10 State of Tide

2.10.1 Situation/Hazard:

The tide greatly affects the width, depth and available rowable water of the Tamaki River. Also the tidal currents change with the state of the tide and the tidal range (neaps vs springs).

2.10.2 Nature of Situation/Hazard:

Low tide causes restricted manoeuvring room and congestion, which compounds other issues. This increase in boat density increases the possibility of a collision that could result in injury to rowers. Also new hazards/obstacles may present themselves as low tide approaches.

Tidal currents change with the state of tide.

2.10.3 Rules Ashore:

1. Be aware of the current state of the tide*.
2. Ensure you have undertaken orientation tour of river at low and high tide, with key hazards and protocol documented.

2.10.4 Rules on the Water:

1. Consider level of river activity and availability of water space.
2. Consider apply 'Rowing while River is Crowded' Rules at low tide.
3. Don't race in narrow areas created by a low tide level.
4. Stick to the channel during the bottom half of the tide.
5. Launch with bow ball pointing up river where possible when rowing traffic is heavy
6. At other times launch into the tidal flow or into the wind

Note: At mid tide, and or springs tidal current, combined with fixed obstacles create arguably the greatest hazard for rowers on the Tamaki River. It compounds the hazards typically faced by club rowers. Refer: Tidal Current section over.

2.10.5 Recommendations:

*: The "Tides NZ" App or similar is recommended.

2.11 Tidal Current

2.11.1 Situation/Hazard:

Rowing in water affected by tidal currents.

2.11.2 Nature of Situation/Hazard:

Currents can be very dangerous, affecting the direction and speed of the boat. The current can drive boats into/under obstacles (moored boats, wharfs, bridges, poles, other structures). Also the tide can sweep boats away (up or down stream) from the club, making it harder to get back to the club.

Notable locations:

1. Swirling currents at mouth of Panmure Basin.
2. Rushing current over Sand Spit.

2.11.3 Rules Ashore:

1. Ensure you have been shown the hazards of the waterway on the map of the river.
2. Recommended that rowers and coxswains have undertaken capsized drill / practice.

2.11.4 Rules on the Water:

1. Crew awareness of current direction, strength and state of the tide.
2. Life belts/jacket/floatation device must be carried (Does not need to apply to quads, fours and eights if supervised).
3. Typically launch into the current.
4. Keep a wide berth of pole, piles and other structures.
5. If entrapment or swamping occurs, stay calm, ensure feet are out of shoes, and check that all rowers are safe. By default, bow seat is to take charge. Act as one (all out together).

Note: Tidal current, combined with fixed obstacles create arguably the greatest hazard for rowers on the Tamaki River. It compounds the hazards typically faced by club rowers.

2.12 Supervisor /Safety Boat Driver Competency and Actions

2.12.1 Situation/Hazard:

It is the coach / safety boat (launch) driver's job to provide safety cover for rowers involved in rowing club activities and events.

2.12.2 Nature of Situation/Hazard:

Capable, equipped and trained coach/safety boat driver cover significantly mitigates risk.

2.12.3 Rules Ashore:

1. Ensure coach / safety boat drivers have completed SGRC club-endorsed Safety Boat Course.
2. Ensure coach / safety boat drivers meet the SGRC Safety Boat Operator requirements
3. Ensure coach / safety boat drivers have completed orientation/induction for the Tamaki River.
4. Check safety boat condition and safety equipment prior to departing (See Section 3).

2.12.4 Rules on the Water:

1. Stay in ear shot of crew at all times (megaphone, whistle, horn).
2. Cell phone with preprogramed numbers (coastguard etc.) in waterproof container to call for help if necessary.
3. Have a pre-arranged signal which crews know requires them to return to the coaching team (eg 2 blasts on megaphone)

2.13 River Rowers not Following Rules

2.13.1 Situation/Hazard:

Not all river users may know/follow the Rules of the Road at Sea.

2.13.2 Nature of Situation/Hazard:

River rowers that do not follow the Rules of the Road at Sea can put other river rowers in danger. If rowers do not follow the rules (e.g. going down the wrong side of the river, not giving way when they should), there is an increase in probability that a collision will occur.

2.13.3 Rules Ashore:

1. Ensure you understand and follow the Rules of the Road at Sea (Club / managers responsible).
2. Ensure you have undertaken an orientation/induction tour of the river (low and high tide), the key hazards, rowing protocols and the rules on the river.
3. Communicate rules to all Rowing Clubs and Waka Ama Clubs (Club Captain / Safety Officer).

2.13.4 Rules on the Water:

1. Aware of other river rowers, don't assume everyone will follow the rules.
2. Correct your own crew if not complying

3. If breaches occur - mention it in real time (without aggression) - report it afterwards to the Club Safety Officer or Club Captain, to the Harbourmaster or to another rowing club if they are at fault.

2.14 Large Vessels Using the Channel

2.14.1 Situation/Hazard:

Large vessels (such as barges) sometimes operate in the Tamaki River.

2.14.2 Nature of Situation/Hazard:

With large vessels in the river, there is potential for collision or a near miss causing the vessel to get into difficulty whilst trying to avoid rowers. Also large vessels create wake/current changes, which can increase the likelihood of a boat taking on water or capsizing.

2.14.3 Rules Ashore:

1. Awareness that large vessels cannot change from their proper course, need to maintain speed for steerage and have the right of way.
2. Ensure you understand the Rule of the Road at Sea – including that large vessels have right of way.
3. Ensure crew is educated to handle wake (side on, hands together).

2.14.4 Rules on the Water:

1. Be aware of large vessel activity.
2. Stay clear of the channel as large vessels approach.
3. Be aware of and as far as possible, stay clear of the turbulence and churn in the water after they pass.
4. Adhere to the Rule of the Road at Sea (large commercial vessels have the right of way).
5. Be prepared to take early evasive action. Make intentions clear (make decisive change in direction early and indicate that you have seen them and are taking action).

2.15 Power Boats Moving at Speed

2.15.1 Situation/Hazard:

Pleasure boats and workboats operate or transit the river and may be traveling at speed.

2.15.2 Nature of Situation/Hazard:

Pleasure boats may have untrained helms that don't follow the Rules of the Road at Sea, increasing the probability of a collision or near miss. Skiffs may not be visible from the cabin of a larger boat so caution should be taken. Also powerboats moving at speed create wake, which can increase the likelihood of a boat taking on water or capsizing.

2.15.3 Rules Ashore:

1. Make yourself aware of power boat activity patterns.
2. Report hazardous incidents (near miss, excessive speed, etc.). Need boat name or call sign, and report to the Harbourmaster

2.15.4 Rules on the Water:

1. Stay aware of other vessel activity.
2. Be mindful that craft may accelerate in open stretches. .
3. Adhere to the Rule of the Road at Sea.
4. Be prepared to early evasive action. Make intentions clear (consider decisive change in direction).
5. Be ready for the wake noting that planing type craft travelling at slow speed may create unexpectedly large and steep wake.

2.16 Ferries

2.16.1 Situation/Hazard:

Ferries arrive and depart from Half Moon Bay.

2.16.2 Nature of Situation/Hazard:

Ferries are large vessels that travel at speed and have a limited manoeuvrability. Rowing in its path could end in a collision, which would result in serious injury or death. Also the wake caused by the ferry can increase the likelihood of a boat taking on water or capsizing.

2.16.3 Rules Ashore:

1. Awareness of the "Large Vessels using the Channel" rules.
2. Ensure you understand the Rule of the Road at Sea - you must keep clear of large vessels.
3. Ensure crew is educated to handle wake (See Vessel Wake rules).
4. Do not row past the Green Buoy #6 unless a special "plan of the row" is prepared and the row fleet is accompanied by a Safety Boat(s).

2.16.4 Rules on the Water:

1. Be aware of ferries in the area.
2. Respect the commercial waterway (stay clear).
3. Apply 'Large Vessels using the Channel' rules.
4. Do not row past the Green Buoy #6 unless a special "plan of the row" is prepared and the row fleet is accompanied by a Safety Boat(s).

2.17 Pakuranga Road Bridges x 2 (Panmure)

2.17.1 Situation/Hazard:

Passing under the Pakuranga Road (Panmure) Bridges.

2.17.2 Nature of Situation/Hazard:

When passing under the Pakuranga Road Bridge an interaction could occur between the boat and one of the bridge piers. During mid tide the current in immediate vicinity of pier protection piles is far stronger than rowers can counteract or fight against.

2.17.3 Rules Ashore:

1. Ensure you have been shown the river hazards on the map of the river
2. Ensure you have read the Safety rules herewith

2.17.4 Rules on the Water:

1. Crew awareness.
2. Keep a safe distance from the pylons.
3. Give room for other boats.
4. Do not stop under the bridge or otherwise hinder the proper passage of others through the spans.
5. When going up-river go through the west span only.
6. When going down river go through the eastern or centre spans.
7. In case of entrapment or swamping, stay calm, ensure feet are out of shoes, and check that all rowers are safe. By default, bow seat is to take charge. Act as one (all out together).

2.18 Pakuranga Highway Bridge (Waipuna)

2.18.1 Situation/Hazard:

Passing under the Pakuranga Highway (Motorway viaduct) Bridge.

2.18.2 Nature of Situation/Hazard:

When passing under the Pakuranga Highway Bridge an interaction could occur between the boat and one of the bridge piers. During mid tide the current in immediate vicinity of pier protection piles is far stronger than rowers can counteract or fight against. In addition, shellfish growth on these piles can cause significant harm.

2.18.3 Rules Ashore:

1. Ensure you have been shown the hazards of the river (River briefing).
2. Ensure you have been taught the "Keep Safe Rules."

2.18.4 Rules on the Water:

1. Crew awareness.
2. Keep a safe distance from the pylons.
3. Give room for other boats.
4. Stay on the right of the channel
5. Do not stop under the bridge or otherwise hinder the proper passage of others through the spans.
6. When going up or down river go through the main (western) span only (the span over the main channel).
7. In case of entrapment or swamping, stay calm, ensure feet are out of shoes, and check that all rowers are safe. By default, bow seat is to take charge. Act as one (all out together).

3 Emergencies

3.1 Coach Boat Emergency Readiness

Should an emergency occur the following guidelines should be followed.

3.1.1 Fire whilst fuelling coach boats.

Coach boats are to be fuelled while outside only

In the instance of a fire occurring in the boathouse the following should occur:

1. Safety of people – all people should move out of the boathouse and into the car park near the wharf.
2. Close the petrol storage door.
3. Use fire extinguishers only if safe to do so
4. Fire services should be called.

Fire extinguishers are placed by the door in Bay 1 and Bay 4, for use to extinguish small fires, where there is not risk to personal safety.

Get low – Stay low – Target seat of the fire

3.1.2 Fire in a coach boat

In the instance of a fire occurring in a coach boat engine the following should occur

1. Stop the engine – pull the “cut-out lanyard” for an emergency engine stop.
2. Ensure each person will be wearing a life jacket and, if and when it is clear the fire is out of control, passengers should abandon boat wearing their life jackets and should kick/swim to the edge of the river.
3. The coach boat driver should stay with the boat, unless the fire is a risk to their safety, in which case they too should abandon boat and kick/swim to the edge of the river wearing their life jacket and using their PFD.
4. The crew should wait on shore until a rescue boat arrives.

3.1.3 Person Overboard

The four basic things to remember when a person goes overboard are:

1. SHOUT very clearly MAN OVERBOARD so that everyone on board is aware of the emergency.
2. APPROACH the person taking into the account the wind and tide conditions so you have control – more control occurs when you approach up-wind and against the current.
3. THROW a life buoy, throwing line, PFD or anything else to hand that will help the person in the water to float, and mark the position.
4. WATCH the person in the water carefully (do not take your eyes off of them!), and have someone on the boat point continuously at the person.
5. STOP immediately to keep the distance between the person in the water and the boat to a minimum.

Remember that when you turn, the stern (back) of the boat swings and therefore the propeller swings when you alter course. To avoid injury, turn the stern (back) of the boat away from the person in the water.

3.1.4 Recovery of Person Overboard

1. Ensure you are clear of the person in the water; approach the person from downwind (into the wind).
2. Stop the engine when you are near the person, so you can throw a line or they can swim to you.
3. Call all crews you are supervising together with your pre-arranged signal (eg 3 blasts on the megaphone)
4. No new (first season) coaches are to attempt to board a person from the water. Direct the person instead to hold the rope handholds on the side of the coach boat or the rope attached to the boat while towing the person to shallow water. Keep any person being towed clear of the bow of the boat and the propellor
5. Be aware that boarding can create a capsize of the safety boat if the weight is not counter-balanced so this must not be attempted with multiple numbers of people in the water.
6. For experienced coaches (more than 1 season's experience) boarding should be over the boat's bow (front) or stern (back).

3.1.5 Coach boat capsize

1. All passengers must wear a life jacket at all times.
2. Minimise passengers to no more than 2 persons (including the coach) so that space is available for emergency management
3. Should the boat capsize, stay with the boat. Be aware that people can get cold and this may mean they should move onto the top of the upturned hull.
4. Blow a whistle or use air horn to get attention from passing boats.

3.1.6 Coach boat grounding

1. All passengers must wear a life jacket at all times.
2. Should the coach boat ground, it is likely to be soft mud on the Tamaki River. Turn the motor off and lift the motor out of the water.
3. Use the oars to push the boat back into the channel and row the coach boat away from the mud and into deep enough water to lower and start the engine
4. If this is not possible stay in the boat and use a whistle or loud hailer to get attention from passing boats, who may be able to pull the coach boat to safety.

4 Club Risk Management Plan

4.1.1 Defined Areas

The areas of water in which the club carries out its training must be clearly defined in a Risk Management Plan (RMP) and displayed on the Hazard Map of the River.

4.1.2 Rowing Courses

For these purposes 8 water training courses exist.

1. To the motorway past ARC, occasionally under the motorway bridge
2. Up Pakuranga Creek
3. Panmure Basin
4. In front of St Kent's
5. Along Mt Wellington War Memorial Park coast
6. Normal channel to Bucklands Beach (to green pole or previous green buoy 6)
7. Into the bay of Waka Aranga Creek adjacent to the Pakuranga Yacht club
8. Into Wai-o-taiki Bay as far as the exposed sandspit end

Other courses require the preparation and lodgement of a specific Safety Plan

4.1.3 Identify Hazards

All identified on-water hazards moving or fixed are to be clearly listed in the Risk Management Plan with risk-appropriate mitigations defined. Mitigations are to be implemented by way of the On-water Safety Plan (The Safety Code - *this document*)

Note: Each section on hazards in this plan is to reflect the findings of the risk management planning process and the hazards and risks as identified during the risk identification process and as recorded in the Risk Register. Each hazard in this Code is generally described as follows:

- *Situation/Hazard:*
- *Nature of Situation/Hazard:*
- *Rules Ashore:*
- *Rules on the Water (unsupervised)*
- *Rules on the Water (supervised)*
- *Recommendations*
- *Notes*

5 Safety Planning Template for non-standard or Extended Rows.

This template over is an aid to planning extended or otherwise unusual rowing expeditions (eg rowing beyond #6 Buoy). Continue on additional sheets as required.

This template is not intended to plan competition events

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Safety Plan of the Row

The following is an aid only – think about the hazards and risk (what could happen) – plan to have a great safe event!

Describe the planned event	
Planned date	
Fall back date (if any)	
Start time:	
Planned duration:	
Who will be in charge of safety on the day?	
How many skiffs are taking part?	
Total number of rowers?	
Total number of safety boats (Singles, doubles, pairs, quads and fours) = number of boats/ 4.	
Total number of safety boats (Eights) = number of boats/ 2.	
Enough qualified safety boat drivers?	
List the safety boat drivers: 1. 2. 3. etc	
Which of the hazards listed in the Safety Code apply to this event?	
ACTION: Brief all rowers on these normal hazards.	
What other hazards are there? ACTIONS: A: Step through the event and think about what hazards may exist. B: Step through the day and consider what else is happening out there on that day.	
ACTION: List the Hazards: 1. 2. 3. 4. 5. etc	

Have you spoken to anyone who has run or been on a similar event?	
ACTION: List the ways these hazards will be managed: 1. 2. 3. 4. 5. etc	
ACTION: Brief all rowers on these unusual hazards. Done?	
Action: Consider emergency situations that may occur – plan for them. 1. 2. 3. etc	
ACTION: Brief rowers of these emergency plans. Done?	
ACTION: Advise the Harbour Master and other Clubs that may be effected by the Plan (not just rowing clubs). Done?	
Anything else?	