

This risk assessment has been prepared by Row Party Committee and will be regularly reviewed. Send comments/suggestions to Mandy Toogood or Cathy Holman using a Spond private message

Version Date: 19th June 2021

PSKC / Rowparty – Risk Assessment – Covid-19

Item	Hazard	Persons at risk	Control measures	Further actions
1	Member infected with virus that can cause serious illness and death	Other members and public	<ul style="list-style-type: none"> Members who have symptoms or have been in contact with someone with symptoms do not sign up to row. Captain/cox to ask each crew member if they have symptoms or have been in contact with someone with symptoms. Members to be honest with the club. Members complete Sports Scotland on-line Covid awareness course before signing up to row. Members who wish to row read guidelines and comply with these control measures. Cox acts as Covid Officer during row. £1 voluntary donations will continue to be paid in the jar and new system to be considered at a later date 	<p>Allocate a cox before the row and decide on option of stroke/cox position change</p> <p>Guidance to highlight importance of one person going in the shed for life jackets, seat cushions and cash jar – same person to return them</p>
2	Covid-19 outbreak	Members, family of members, public	<ul style="list-style-type: none"> For Test and Protect purposes, members to ensure that their contact details are up-to-date on the Rowparty Spond group and the PSKC Go Membership platform. Members to sign up using Spond. Any late crew changes to be noted on Spond. 	Note to go on Spond for all members to check their details are correct
3	Entering and using the yard	Members	<ul style="list-style-type: none"> Crew to meet outside yard and cox will work with crew allocating tasks to get the boat ready and positions on the boat, discussing option of cox and stroke changing positions at sea. 	Guidelines to include procedures for cleaning

			<ul style="list-style-type: none"> • Members to bring their own hand sanitiser and use it before and after touching anything in the yard. • One crew member deals with gate and padlock as per Rowport guidelines • No members of the public in the yard. • Members to use soap and water to wipe down all surfaces they have been in contact with, including life jackets. 	equipment and surfaces
4	Entering and using the shed	Members	<ul style="list-style-type: none"> • One crew member to open/close shed . • One person at a time in the shed. • Laminated guidelines are in the shed as a reminder for crews 	
5	Getting the boat ready and putting it away	Members	<ul style="list-style-type: none"> • Cox is Covid officer with responsibility for leading and coordinating each row. • If 2 boats are going out stagger start time, if possible. • Boats, oars and trolleys to be cleaned with soap and water after use, taking particular care with high contact areas e.g. oar handles, looms, gunwales, seats, seat cushions, tiller, trolley handles. • Each boat to be equipped with cleaning kit which stays with boat - bucket, sponge, scrubbing brush and eco washing liquid. • Maintain physical distance as much as possible. • Work together swiftly to lift boat on/off trolleys then return to distancing. • Use hand gel before and after handling the boat or trolley. 	<p>Store oars 1&3 (port side) and 2&4 (starboard) together on opposite sides of skiff with numbers facing UP, for easy ID and minimum handling</p> <p>COVID EQUIPMENT: Each boat to have sponges and soap stored in a bucket and a small box under the cox's seat containing spare masks and hand sanitiser. Spare bucket in yard with soap and sponge . Members to update Mandy Toogood when stocks run low</p>
6	Taking the boat to and from the	Members and public	<ul style="list-style-type: none"> • Crew to assess how busy Prom and beach are and whether it is safe to take the boat to the water. 	

	water		<ul style="list-style-type: none"> • Take special care at pinch points – ask passers-by to maintain distance. • Do not let members of the public touch the boat. • Crew to maintain distance as far as possible when transporting boat. 	
7	Launching/ returning to shore	Members and public	<ul style="list-style-type: none"> • Captain/cox to take charge at shore to ensure boat is prepared for launch and launched in orderly way. Likewise at return to shore. • Work together swiftly to lift boat on/off trolleys then return to distancing. • Maintain distance as far as possible while setting up/packing up the boat. • Do not let members of the public touch the boat. 	Oars, if stored in pairs, (as above) can be removed one at a time on correct side of the boat
8	Rowing	Members	<ul style="list-style-type: none"> • Face masks are no longer mandatory for Cox and Stroke. Crew and cox can wear a mask if that is their personal preference • Crew members will be allocated a position in the boat and the Cox will ensure there is minimum position movement. Cox and stroke can change position and this should be decided when possible on shore. Other movement on boat should only happen if there are additional health and safety considerations eg if someone is injured. • Sessions to be a reintroduction to rowing – focus on skills not speed. • Allow enough time for instructions from cox before entering yard and cleaning after row. • No new rowers at this time – planning for introduction sessions. 	If sea conditions or issues arising for crew members make it unsafe to continue to row while complying with Covid control measures, return to shore early and report the issue.
9	Changeover of crews	Members	<ul style="list-style-type: none"> • If changing over at the shoreline use sea water and eco washing liquid to clean the boat. • Maintain distance from changeover crew. 	Safety equipment (e.g. drogue, bailers etc) if handled, to be cleaned at

			<ul style="list-style-type: none"> Life jackets for outgoing row to be brought from yard by new crew 	Handover as per guidance
10	Lifejackets	Members	<ul style="list-style-type: none"> Life jackets will be sorted into sets of 5 and colour coded blue, purple and pink and their use rotated when ever possible. Cox or crew member to indicate on Spond what colour life jacket used. Lifejackets to be cleaned thoroughly with soap and water, rinsed and hung up to dry before re-use. Use of club lifejackets is preferred, but if members want to wear their own life jacket it is their responsibility make sure they work and are properly maintained and match Row Porty club standards. Row Porty Recommended life jacket link 	
11	Members' own kit	Members and family of members	<ul style="list-style-type: none"> Members to wash and wipe down their own kit when they get home, including gloves. 	