

## CITY BUMPS EMERGENCY BRIEF 2010

### Introduction

Thank you, once again, for helping out at City Bumps. CORC is most grateful. Please will you take a few minutes to read this document to ensure you are aware of the location of the nearest facilities and the procedures that will be employed in the event of an incident.

If you witness an incident, please take a few minutes to complete the attached CORC Incident Report Form and leave it at Race Control.

If you have any questions/suggestions, please do not hesitate to contact Howard Aiken. You can make contact via radio at an appropriate time.

**Radio channel numbers:** 1-umpires, 3-marshals and registration, safety boats, safety advisor, first aid. When using radios, please identify yourself by location and role (e.g. Start Marshal) rather than just first names.

### Channel 5 for emergency incident management only.

Thank you,  
City of Oxford Rowing Club

### Safety Provisions

- First Aid Boxes are at the CORC bar, changing rooms and safety boats
- The Upstream safety boat will moor at OUBC/Christ Church when not patrolling.
- The Downstream safety boat will moor by Falcon RC when not patrolling.
- Emergency 'Phones are at the CORC bar, boathouse and there are radios held by marshals.
- First aiders in the erg room at CORC.

### Emergency Action Plan

- If there is an incident on the course, a klaxon will be sounded and **all racing will stop** until the incident is cleared.
- If there is an incident between divisions, warm up provisions will be temporarily suspended.
- Racing will not continue unless there both safety boats are on the course.
- Any official can ask the Starter to suspend racing due to an incident **anywhere on the river**.
- Only the Race Committee Chairman can authorise racing to re-commence.

### Incident Anywhere on the river

#### 1. Nearest Umpire or Marshal

**a.** Halt all racing if above the gut. If below the Gut, halt all boat movement until it is cleared and ask the Starter via radio to suspend racing.

**b.** Call via radio the nearest safety boat and first aid. Notify all officials of incident via radio channel 3.

**c. Conduct headcount to ensure no crew member is unaccounted for.**

**d.** Complete Incident Report Form and return it at a suitable point to Race Control.

#### 2. Umpires/Marshals

Inform all crews 'We have temporarily suspended all racing due to an incident on the river'.

**a.** Start- Do not allow any further races to start until it is cleared.

**b.** Gut - Do not allow boats travel towards the direction of the incident until it is cleared. If there has been a major incident, instruct boats to circulate away from it. The landing stages at City should be used for any casualties requiring ambulance assistance.

- c. Clubhouse - Do not allow any further boating until the incident is cleared. If the safety boat is bringing the casualty to the Riverside centre or CORC, clear the space at the landing stage to allow the safety boat to land and access clubhouse.
- d. Boat inspection - stop boating until cleared. If the incident requires an ambulance, it should be directed to go to the Riverside Centre. The Falcon marshal to go to Donnington Bridge Road to direct the ambulance to the Club Car Park. The Umpire to stay near the casualty to direct ambulance staff .
- e. Race Committee Chairman - when incident is cleared, authorise the recommencement of racing.

### 3. Safety Boat

Attend incident.

If crew-member is able to re-boat, assist and take to the nearest landing stage, if required.

Inform umpires when the crew-member is re-boated. Complete an incident form and return it to Race Control/Registration.

If patient requires first aid: take in safety boat to the clubhouse landing stage. Notify first aiders during transit. If an ambulance is required, ask the First Aiders to call it. Notify the officials of progress and report to the race control when the incident has been taken off river. Complete an incident form.

### 4. First Aid

Attend landing stage if required. Call ambulance if needed (dial 999 or 112) , instructing them to attend the **“City of Oxford Rowing Club car park, Meadow Lane, off Donnington Bridge Road, Oxford OX4 4BL”**. Attend incident and fill in an Incident Report Form, returning the completed form to Race Control **as soon as possible**.

### **Incident in the Trailer Park / Clubhouse / Riverside Centre**

Nearest official

If minor, direct to the First Aiders in the CORC erg room. If a major incident, call First Aiders via radio, who will summon ambulance if required.

If an ambulance is required, get all hands to clear a route through to the casualty. Inform race control, go to direct the ambulance staff. The ambulance to park in **City of Oxford Rowing Club car park, Meadow Lane, off Donnington Bridge Road, Oxford OX4 4BL**.

### **Reporting of incidents**

Should an incident occur on the river witnessed by any official, crew etc, then these should be logged at the time on an incident reporting form. Copies of these forms will be with Umpires and also at CORC erg room. These are to be filled in and returned to Race Control for the attention of the Water Safety Advisor as soon as possible on the day.

### **Extra Safety Points for Bumps**

Polemen to ensure that when standing with pole that they are aware of people around them and that they are not endangering anyone by blocking the towpath at anytime, especially pedestrians and crew judges on cycles.

Crew judges following crews on cycles are take extra care. They must not cycle dangerously and beware of others on the tow path. Marshals are to enforce safe cycling along the tow path and report repeat offenders to race control. The cyclist does not have the right of way.

**Key telephone numbers:**

Emergency services	-	999 or 112
CORC Clubhouse	-	01865 242576
Local Police	-	01865 266000
J Radcliffe Hospital	-	01865 741166
CORC Safety Adviser	-	07792 042743
Iffley Lock	-	01865 777277
Environmental Agency	-	01491 828326
Child Welfare Officer	-	07758 779466 (Jo Hargreaves)

**Howard Aiken, CORC Safety Adviser, March 2010**