



CUBC SAFETY POLICY

CUBC's policy is to ensure, so far as is reasonably practicable, the health, safety, and welfare at work and training of all staff, students, and alumni having access to the Club and of other persons using or visiting the premises and facilities, within the framework of the University's statement on general Health and Safety matters (see REPORTER August 7th, 1996 (p.1031) and REPORTER February 11th 1998 (p.382)) and the Fire Safety and Safety of Places of Sport Act 1987. Rowing activities, so far as is reasonably practicable, will conform to British Rowing RowSafe guidance. The Club reviews safety incidents at each RMB meeting, and reviews safety annually.

Aims:

The Club aims to ensure, so far as is reasonably practicable that:

- Equipment and training systems and protocols, along with workplaces, are safe.
- Articles and substances are used, handled, or stored safely.
- All users of CUBC facilities and venues have ready access to safety information and are informed in a timely manner on changes in practice and policy and their obligation to adhere to British Rowing's RowSafe guidelines.
- CUBC members and staff receive appropriate training and supervision regarding Health and Safety.
- CUBC's premises and facilities are well maintained and compliant with safety and inspection requirements. A safe working environment is encouraged.

Responsibilities of Staff, Students, and Visitors

- All employees, students, and visitors to the Club are expected to maintain care for their own health and safety whilst on Club premises or participating in Club activities.
- The attention of students and coaches is drawn to their responsibilities regarding safety, including the completion of the British Rowing Incident Reports and to specific instructions as may arise. This is done by:
 - facilities induction,
 - the provision of safety information at facilities, on the Club website and by electronic communication, and
 - word of mouth
- Everyone at the Club is expected to work together to maintain a safe and healthy environment for all. This includes obtaining, or presenting, adequate information and advice before using equipment and/or training techniques. They are also expected to report any defect, accident, or incident, that may be liable to affect health and safety.
- The Executive Secretary is responsible for the monitoring of day-to-day observance of Club Safety Requirements, reporting to the Club Safety Officer.
- The position of Club Safety Officer will be occupied by the Chief Coaches, who are expected to undertake training as necessary for Safety Officers under the RowSafe guidelines.

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- The Club Safety Adviser will be guided by the Rowing Safety and Welfare Adviser, as per article 10 of the Club's constitution.

Student Safety

- Students have a responsibility for their own safety and that of others, and the Club is bound to ensure that all reasonable precautions are taken.
- Students should not usually train alone.
- The Club will provide safety briefings and information to students undertaking activities under its supervision.
- The Club will inform students of the circumstances under which they are covered by insurance against accident and illness.

RISK ASSESSMENTS

The Management of Health and Safety at Work Regulations (1999) say that employers must:

- Carry out risk assessments
- Identify any significant risks (risks must be recorded if the organisation has five or more employees)
- Take steps to remove or control such risks
- Appoint a competent person to advise the employer

A general risk assessment can be used to 'generally' assess the hazards found in routine activities and workplaces.

Risk assessments are conducted annually by the Safety Officer and Executive Secretary at the completion of each season, and follow the British Rowing Risk Assessment guidelines as appropriate for an affiliated Club of British Rowing.

Documents are maintained by the Club in a cloud folder and updated as necessary. Triallists have access to these documents.

The Executive Secretary is responsible for the signoff of General and Building Risk Assessments.

The Safety Officer is responsible for rowing specific risk assessments, under the advisement of the Rowing Safety Officer. Specific risk assessments for areas such as Fire, Legionella are conducted by contractors appointed by the University's Estates Management. Copies of Risk Assessments are stored in the Coaches' Office at the Goldie Boathouse.

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