



Cure Boating Club Rowing Safety Guidelines

These guidelines provide information and simple rules for club members who go out on the water to ensure the safety of all club members, other rowers, and the public. In registering for the season, members agree to comply by these guidelines.

The guidelines are a component of the club's Safety Management System.

See www.curerowing.co.nz/health-safety.

Administration

- 1. New and Returning Rowers:** All rowers are to complete the annual online registration form.
- 2. Rower contact details:** Member registration information is held securely and used appropriately. See the Club Member Safety Policy for details on confidentiality and information sharing.
- 3. Medical Information:** Each rower or the parent/ guardian of school-aged rowers are to update the Club Captain on health and medical information.
When required, medical details are passed on to regatta officials to inform safety management at regattas.

In and around the Club

- 4. First Aid kits:** Kits are carried in coaching boats and in the upstairs lounge. A travelling kit is taken to regattas and stays with the boat vehicle.
- 5. Emergency services phone numbers:** Information is prominently displayed around the club.
- 6. Damage:** Damage or breakages to plant must be reported to coaches or a member of the committee.
- 7. Boatshed:** Care must be taken in the shed. There are skiffs, rigging, coach boat trailers and horizontal rack pipes to navigate. Use lights when in the building. Learn where the switches are.
- 8. Boat launching area:** Negotiate this area with care. The ramp is slippery when wet and sharp stones and broken glass can lay loose throughout the area.

Before Rowing

- 9. Water competence:** Rowing NZ recommends that rowers are able to swim 50m in light clothing and that clubs mitigate risks of anyone unable to swim adequately. The Club gives consideration to individual rowers water competence.
- 10. Buoyancy:** Appropriate life jackets must be worn by anyone coxing or in a coach boat. Coaching boats carry sufficient personal floatation devices (PFDs) for crews under their watch. Rowers in all single skiffs must carry a PFD. Those rowing in unaccompanied skiffs must take out the appropriate number of PFDs.
- 11. Permission:** No junior rowers under the age of 18 are to take out boats without permission from the Club Captain or their coach.
- 12. Boat Checks:** Rowers should check their heel restraints, seats and slides, oar gates, buoyancy compartments, bow balls, and rudder before each outing. Coaches and Strokes to take overall responsibility. Each rower should check their own seat. Boat checks apply when rowing at home and when away at regattas.
- 13. Appropriate behaviour:** There is an expectation that all club members rowers treat each other with respect. Negligent or inappropriate behaviour can adversely affect the emotional and physical safety other club members.
The Club Member Protection and Preventing Bullying and Harassment Policies, found at www.curerowing.co.nz/heath-safety, provide guidance on how to identify and respond to concerns about the wellbeing of members.

The Club can seek recompense for damage to property caused by careless or reckless behaviour.
- 14. On-water rowing logs:** All crews on the water at any one time are recorded in one of 2 places. Unaccompanied outings are recorded in an Unaccompanied Rowing Log; and accompanied outings in a record left by coaches.
- 15. Text-on text-off protocol:** When rowing outside of identified club rowing times, a text-on text-off protocol is recommended, as is the carrying of a mobile phone in a watertight bag.

On the Water

- 16. Night Rowing:** Night rowing is not allowed.
- 17. Rowing conditions:** Club members may row all year round. Tide and weather conditions must be factored into decisions whether to go out. See the [Kaiapoi and Waimakariri River Rowing Areas](#) information on our website. Coaches make decisions on whether to row or not for accompanied rowing. There should be consultation with the head coach if conditions are

marginal. If the conditions change once out on the water and rowers are not happy with or feel they cannot cope with the conditions, they must say so.

IF IN DOUBT, DON'T GO OUT

- 18. Hazards and Snags:** Rowers are to check the large write-on hazards map at the main door of the shed before outings. New river hazards such as snags are added to the map as they are found. The Safety Officer must be notified so that actions can be taken to mitigate them.
- 19. Know the capsize drill:** Capsizing rarely happens, but if it does, rowers should hold onto their boat and swim with the stream toward the bank. The boat is the best buoyancy aid available. Coaches will talk to their crews about water safety and managing capsizes.
- 20. Injury and sickness:** Our rivers are not clean environments. Everyone must practice good hygiene after using the Club equipment and facilities. Hand sanitiser should be routinely used. Alcohol wipes are also available. Oar handles need to be washed down after rowing and the handles, seats and the central column of ergometers wiped down on completion of training. Rowers suffering an injury or who feel unwell should talk to their coach before training.

Incident Reporting and Recording

- 21.** Unaccompanied rowers should use the club's [On Water Incident Report Form](#) to report incidents. The form is received by the Safety officer. See the club website under Health and Safety.
Incidents that occur where crews are in a coached session are to be reported via the link by the coach.
Incident reporting is an important step in the Club's safety management process. It informs good practice so that steps can be taken to ensure similar incidents are not repeated.

In some instances, there is a requirement to report incidents to Maritime New Zealand (MNZ) and therefore it's **important to notify any incident as soon as possible** after it occurs.

- 22.** Rowers:
 - Always report incidents and near misses involving boats
 - Always report personal injury accidents
 - Always report breakages