



Durham
University

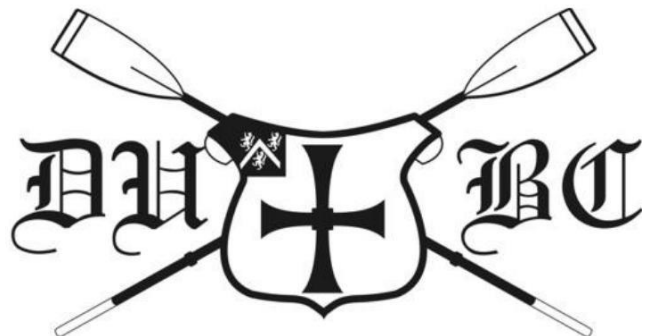
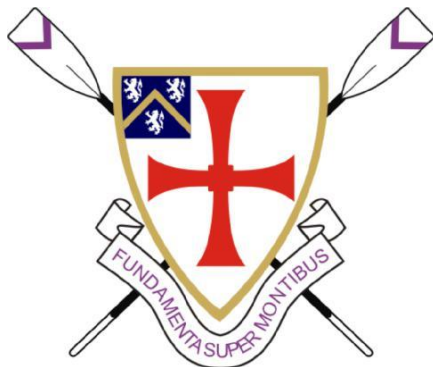
Durham University Rowing Board

Regulations for Rowing

Version 1.5

Last Updated December 2020

(PENDING APPROVAL)



Summary

This document outlines the regulations for rowing that all Durham University rowers must follow. This document is reviewed on an annual basis and any changes are ratified by the Durham University Rowing Board before the document is re-published.

The Durham University Rowing Board

The Durham University Rowing Board is a committee which monitors and regulates rowing within Durham University. The board has representation from the university and elected students.

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Any questions about this document should be directed to the DCR Water Safety Officer.

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1. General

1.1. Glossary of Terms

- I. **DUR**- Durham University Rowing. A term used to collectively describe all rowing activities within the University of Durham
- II. **DUCBC's**- Collective term used for Durham University Boat Clubs including;
 - a. Durham University Boat Club (DUBC)
 - b. 1877 Boat Club (tbc)
 - c. Durham College Rowing Club (tbc)
 - d. Collingwood College Boat Club (CCBC)
 - e. George Stephenson College Boat Club (GSCBC)
 - f. Grey College Boat Club (GCBC)
 - g. Hatfield College Boat Club (HCBC)
 - h. John Snow College Boat Club (JSCBC)
 - i. Josephine Butler College Boat Club (BCBC)
 - j. The College of St Hild and St Bede Boat Club (HBBC)
 - k. St Aidan's College Boat Club (SACBC)
 - l. St Chad's College Boat Club (SCBC)
 - m. St Cuthbert's Society Boat Club (SCSBC)
 - n. St John's College Boat Club (SJCBC)
 - o. St Mary's College Boat Club (SMCBC)
 - p. South College Boat Club (tbc)
 - q. Trevelyan College Boat Club (TCBC)
 - r. University College Boat Club (UCBC)
 - s. Ustinov College Boat Club (Affiliated with GCBC)
 - t. Van Mildert College Boat Club (VMBC)
- III. **DURB** - Durham University Rowing Board. This term may be used to describe the board in its entirety or a representative who has been nominated to undertake a specific role
- IV. **BR** - British Rowing
- V. **PFD** - Personal Floatation Device
- VI. **NRC** – Northern Region Rowing Council
- VII. **Beginner** – a rower or sculler who has taken up the sport in the current academic year
- VIII. **Novice** – a rower, sculler, cox or coach who has not satisfied his/her Club Captain that they are able to fulfil the competency criteria (appendix 3), including beginners
- IX. **Competent** – a rower, sculler, cox or coach who has satisfied his/her Club Captain that they are able to fulfil the competency criteria (appendix 3). For a crew to be classed as competent, all members must individually be classed as competent
- X. **Confident** - a rower or sculler who has satisfied the confident criteria (appendix 4) during an assessment by a British Rowing Level 2 Coach and the DCR Coaching Coordinator. For a crew to be classed as confident, all members must individually be classed as confident.

1.2. Aims and Objectives of the DURB

- I. To provide a safe environment in which rowing can thrive at Durham University.
- II. To assist the DUCBCs in providing and monitoring such an environment.
- III. To detail the safety responsibilities of individuals and groups within DUR.
- IV. To promote health and safety within DUR and ensure compliance with BR RowSafe guidelines.
- V. To develop, monitor and review a strategic plan for rowing within Durham University.
- VI. To liaise with other river users to represent the university.

2. Risk Assessment and Safety Plan

2.1. Risk Assessments

- I. All DUCBC's must have a risk assessment which assesses the hazards that are present throughout all rowing related activities and the actions put in place to deal with these risks.
- II. Each club must review its risk assessment annually.
- III. All members must be aware of the content and have easy access to their club's risk assessment.
- IV. All DUCBC's risk assessments must be as stringent or more so with respect to water and weather conditions as stated in appendix 5.

2.2. Safety Plans

- I. All DUCBC's must have a dedicated safety plan which outlines safety procedures specific to each club.
- II. Each club must review its safety plan annually.
- III. All members must be aware of the content and have easy access to their club's safety plan.

2.3. Annual Safety Audits

- I. Every DUR club must complete the annual BR online safety audit.
- II. During the Michaelmas term of each academic year each college BC is required to submit an updated copy of their risk assessment and safety policy to the DCR Water Safety Officer.
- III. During the Epiphany term of each academic year the DCR Water Safety Officer and the DCR Captain will conduct inspections of each of the college boat houses alongside a representative from the university.

2.4. Incident Reporting

- I. All DUCBC's must report incidences (including near misses) to British Rowing and their club's safety officer. If another crew is involved, boat codes must be recorded.
- II. Concerns over the condition of the river (shallowness or obstructions etc.) must be reported to the club's safety officer and DCR water safety officer.
- III. DCR water safety officer to contact clubs over more serious incidents and if contacted by non-DUR clubs raising concerns.

3. Code of Conduct

Athletes, coaches and other parties associated with DUR must adhere to the codes of conduct of both British Rowing (SPCG 7) and the DURB. Participants in DUR rowing must:

- I. Adhere to British Rowing rules and guidelines
- II. Act in accordance with the rules of any competition or event
- III. Follow the directions of marshals, umpires and officials of the club/ competition/ event
- IV. Accept the decisions of officials of the event
- V. Not take substances listed on the UK Anti-Doping Prohibited List
- VI. Act in a sportsmanlike way during training and competition
- VII. Treat other competitors, coaches, other water users and officials of clubs, competitions and events with respect
- VIII. Not threaten others nor engage in acts of verbal or physical abuse or other types of abuse
- IX. Respect the rights, dignity and worth of other participants, and not discriminate on the grounds of gender, race, colour, disability, sexuality, age, marital status, occupation or political opinion
- X. Conduct themselves with respect for other river users and members of the public at all times
- XI. Not use foul, offensive or abusive language
- VII. Present themselves in a way which is respectful to the public this includes being suitably dressed and not exposing the torso
- VIII. Ensure all boats and blades comply with the most up to date BR equipment standards. This includes the correct fixture of bow balls, heel restraints and boat buoyancy. Failure to maintain correct safety equipment may result in a fine and refusal of competition at BR or DCR/DUBC events
- IX. Take no action which may bring the universities reputation into disrepute.

4. Regulation of Water Based Activities

4.1. Navigation on the Wear

- I. All boats must keep to the right-hand side of the river keeping the bowside of the boat closest to the bank.
- II. Crews paddling downstream must navigate through Elvet Bridge using arch 2 and the central arch of Prebends Bridge.
- III. Crews paddling upstream must navigate through the right-hand arch of Prebends Bridge and arch 1 when navigating through Elvet Bridge.
- IV. Overtaking crews must overtake on the left towards the centre of the river.
- V. An overtaking crew rowing downstream has right of way over an overtaking crew rowing upstream.
- VI. Crews must stay tucked into the bank at all times so as not to impede other crews.
- VII. Crews may only stop in a section of river where they can tuck into the bank and not impede other crews.
- VIII. Crews must not stop:
 - a. Between the Maiden Castle Bridge and the Old Railway Bridge
 - b. Between DARC gate and the white line (regatta start)
 - c. Between New Elvet Bridge and the towpath slope
 - d. Between the Hatfield and Van Mildert boat houses
 - e. Between the fishing bay downstream of Counts House and Prebends Bridge.
- IX. Crews are advised to spin in the pool, by New Elvet Bridge and by the Old Beck when safe to do so.
- X. Before spinning, crews should tuck in tight to the river bank and check the river is clear, they should spin quickly and then move off immediately so as not to impede other river users.
- XI. Crews should avoid doing slow moving exercises in areas where it is not possible for other crews to overtake safely especially through bridges and around corners. This is for safety and courtesy reasons.
- XII. It is the responsibility of all river users to notify others of their own position. Approaching crews must be warned early on with a shout of “**look ahead; sculler, 4 etc.**” or a similar warning. If in doubt, SHOUT.
- XIII. It is the duty of coxless boats to be aware of boats ahead of them and not expect a warning. It is recommended that the bowman of a coxless boat look over their shoulder every 5 strokes alternating between looking over their left and right shoulders.
- XIV. All boats must be signed out (and back in) on permanent record.

4.2. Coaching

- I. All coaches must be members of British Rowing to benefit from their insurance cover.
- II. All coaches are strongly advised to gain first aid training and attain a rowing coaching qualification.
- III. All coaches must be aware of their duty of care to their crew and other river users.
- IV. All coaches must be aware of this document and the British Rowing RowSafe guidelines.
- V. When coaching from a bicycle, coaches must respect the rights of pedestrians and alert them to their presence with a bell.
- VI. When coaching from a bicycle in darkness or poor visibility must ensure that they have bright bike lights.
- VII. Coaches must carry a throw line when supervising a novice crew and are recommended to carry a throw line when supervising a competent crew.

4.3. Coxing

- I. When in a boat, the cox must be wearing an approved lifejacket or buoyancy aid.
- II. When coxing from a bow loading boat a cox must not wear an automatically inflating life jacket. They must wear a manual inflating life jacket or a buoyancy aid.
- III. When coxing in an VIII, a cox must use a voice amplification system (cox box).
- IV. Coxes must be suitably dressed, this includes never wearing Jeans or Wellington Boots in a boat.
- V. Coxes must be fully aware of the navigation rules of the waterway that they are navigating.

4.4. Rowing in Darkness

- I. Where possible it is recommended that water-based outings should not take place before official sunrise or after official sunset.
- II. Only crews and coxes that have fulfilled the competency criteria (appendix 3) can train in darkness.
- III. Crews rowing in darkness should make every effort to wear light coloured bright clothing to make themselves visible.
- IV. All boats which do not need a spotter must be supervised when going out when lights are required, except for 4+'s".

4.5. Boat Lighting

- I. Boats on the water must be fitted with bright lights 30 minutes before official sunset and lights must remain on a boat until 30 minutes after official sunrise. **For example, if official sunrise is 08:00hrs and official sunset is 16:00hrs a boat must be fitted with lights before 08:30hrs and after 15:30hrs.**
- II. If lights are required, the boat must be visible in a 360° circle with a static bright white light on the bow (180°) and a static bright red light on the stern (180°). Lights must be fitted securely to the shell of the boat. Lights must not be fitted to rowers, coxes or riggers.
- III. A solid white bow and red stern light is a rule specific to the Wear and other rivers have different regulations.
- IV. Silicone cased lights must not be used due to their poor brightness and lack of waterproofing unless approved by the DCR water safety officer.
- V. In the event of a light running out of charge, crews must return to their landing stage immediately or land to receive new lights.

4.6. VIII Rowing

- I. Every VIII rowing on the Wear must be accompanied by at least one dedicated spotter on the bank that is in direct contact with the boat at all times.
- II. The role of the spotter is to look ahead of the boat and warn the cox and crew of the VIII about the river ahead of the VIII. The spotter must always be able to see what is ahead of the VIII.
- III. VIII's must only be coxed by coxes who have fulfilled the competency criteria (appendix 3).
- IV. VIII's must use voice amplification (cox box) so that all members of the crew can hear the instructions of the cox.

4.7. Water Level on the Wear

- I. Crews must not boat when the river level is above 0.675m on the marker at the DUBC boathouse or at New Elvet Bridge.
- II. Novice crews must not boat when the river level is above 0.60m on the marker at the DUBC boathouse or at New Elvet Bridge or if it is close to that limit with significant other hazards such as high wind speed or flow rate.

4.8. Spotters & Supervision

- I. A spotter is defined as an individual on the river bank who stays ahead of a boat, looking out and informing the crew of potential hazards. A spotter can only be responsible for one crew.
- II. A supervisor is defined as an individual on the river bank who remains within eyesight of one or more boats, but not more than three, and who can provide assistance if necessary.
- III. All spotters and supervisors must be fully aware of the rules of the river.
- IV. VIII's, 4-'s and 4x+/-'s must have a spotter at all times.
- V. Crews of coxless boats must be supervised at all times unless all members of the crew have been witnessed by the club captain (or a representative) to fulfil the competency criteria (appendix 3) with ease and the steersman has considerable experience steering the boat type in question.
- VI. Novice crews must have a competent cox and spotter.
- VII. Novice coxes must have a competent crew and spotter.
- VIII. Under no circumstances must a novice crew row with a novice cox.
- IX. All boats which do not need a spotter must be supervised when going out when lights are required, except for 4+'s".

4.9. Launches

- I. Launches are not allowed on the Wear in Durham except for rescue use during events or maintenance, e.g. clearing debris from Elvet etc.
- II. Where a launch is to be used either on the Wear for activities listed in 4.9.I or on another river for coaching, the driver must hold at least a Royal Yachting Association Level 2 National Powerboat Certificate.
- III. All launch drivers must wear a safety chain (kill cord) when piloting a launch.
- IV. All launches must carry a fully stocked launch kit as described by the Royal Yachting Association. This includes a device for communicating to the emergency services.
- V. Launch drivers must be familiar with the local navigation regulations of the waterway that they are on.

4.10. Rowing Away from the Wear

- I. When rowing on unfamiliar waterways, rowers, coaches and coxes should be aware of the local regulations, navigation patterns and safety requirements.

4.11. Set Usage Periods

- I. Only beginners may row on the Wear on Wednesday afternoons between the 13:00hrs and 16:00hrs and on Sunday afternoons between 12:00hrs and 15:00hrs once the first swim test has taken place.
- II. Only crews taking part in timed pieces organised by DUBC may row upstream of Elvet Bridge on Friday mornings between 06:00 and 09:00.
- III. Crews wanting to take part in DUBC timed pieces must ask for permissions from the DUBC President at least 3 days in advance.
- IV. Only crews taking part in timed pieces organised by DCR may row over the specified course on alternate Sunday afternoons between 15:00 and 16:00.
- V. Colleges will provide timekeepers on a rolling rota to conduct these pieces.
- VI. Any college crew rowing on the course of the DCR timed pieces will be assumed to be taking part in the pieces and will have their times published on the Captains page after the conclusion of the pieces. If crews do not consent to this, they must inform the DCR Captain by the Saturday preceding the pieces.
- VII. DCR must provide notice, at least one week in advance, of the location of these timed pieces and the colleges providing timekeepers for them.

4.12. Other river users

- I. DUR rowers must be aware and respect the rights of others to use waterways. This includes other boat clubs as well as those who use the waterways for business and other water-based activities.
- II. When planning outings clubs should consult the peak usage spreadsheet.
- III. Crews must be aware that the Prince Bishop only travels through arch 1 of Elvet Bridge.
- IV. Crews must be aware that local clubs may spin near the Count's House.
- V. If Durham ARC are running learn to row sessions off their landing stage crews should spin just upstream of DARC gate instead of rowing up to the Old Beck.

Provisional

5. River Tyne, Newcastle

5.1. Navigation on the Tyne

- I. Boats must boat with their bows facing into the stream
- II. The correct arches must be used when moving through all bridges.
 - a) Newburn
 - b) Motorway
 - c) Railway
 - d) Scotswood
 - e) All bridges within Newcastle itself
- III. The correct arch is typically the farthest right-hand arch, which is safe to navigate.
- IV. Boats are not to travel above the White House without coach's permission.
- V. Boats must not go past the "pink wall" unless accompanied by a launch.
- VI. The rules of the river must be obeyed at all times whether involved in a competitive piece or not. The rules of navigation state that a rowing boat must use the right-hand side of the river.
- VII. Where a crew is seen to break the rules of the river on:
 - a) Newburn Chicane
 - b) Scrap Yard ChicaneA fine can be automatically administered regardless of an incident occurring.
- VIII. Overtaking crews must overtake on the left towards the centre of the river.
- IX. An overtaking crew rowing downstream has right of way over an overtaking crew rowing upstream.
- X. Crews must stay tucked into the bank at all times so as not to impede other crews
- XI. Steersmen and Coxes must have a knowledge of the river and must be proactive in their navigation, it is suggested that coxless boats look round ever 5 strokes on alternating shoulders.
- XII. All crews are to pass on the left-hand side of the yellow navigation buoys on the Newburn straight.
- XIII. All crews are to row only at light pressure between Reigh Burn and Newburn Bridge.

5.2. Coxing

- I. When in a boat, the cox must be wearing an approved lifejacket or buoyancy aid.
- II. When coxing from a bow loading boat a cox must not wear an automatically inflating life jacket. They must wear a manual inflating life jacket or a buoyancy aid.
- III. When coxing in an VIII, a cox must use a voice amplification system (cox box).
- IV. Coxes must never wear Wellington Boots in a boat.
- V. Coxes must be fully aware of the navigation rules of the Tyne.

5.3. Boating

- I. Wellington Boots, flip flops, sandals etc must be worn when crossing the mud flats.
- II. All boats must be signed out (and back in) on the DCR Tyne sessions google sheet.
- III. Crews to alert DCR Water Safety Officer on safe landing at the conclusion of sessions, as well as recording on Tyne session sheet.

6. River Tees, Stockton

6.1. Navigation on the Tees

- I. When rowing upstream crews must take the following arches:
 - a) Infinity – big arch
 - b) Princess Diana – middle arch
 - c) Castlegate – big arch
 - d) Mezzino – right arch
 - e) A66 – middle arch
- II. When rowing downstream crews must take the following arches:
 - a) A66 – middle arch
 - b) Mezzino – middle arch
 - c) Castlegate – big arch (but get over to right hand side straight after then stay to the right of the white buoys)
 - d) Princess Diana – right arch
 - e) Infinity – big arch
- IV. When rowing through the big arch of Infinity and Castlegate or the middle arch of A66, crews must keep to the starboard (cox's right hand) side as oncoming boats way will also be using those arches.
- V. During Michaelmas and Epiphany term, boats must be fitted with lights and the bowman must wear a high visibility jacket for outings before 09:00 and after 16:30.
- VI. Overtaking crews must overtake on the outside towards the centre of the river.
- VII. Crews must give way to wind powered craft.
- VIII. Power boats must give way to rowing boats.
- IX. It is the responsibility of all river users to notify others of their own position. Approaching crews must be warned early on with a shout of **“look ahead; sculler, 4 etc.”** or a similar warning. If in doubt, SHOUT.
- X. It is the duty of coxless boats to be aware of boats ahead of them and not expect a warning. It is recommended that the bowman of a coxless boat look over their shoulder every 5 strokes alternating between looking over their left and right shoulders.
- XI. All boats must be signed out (and back in) on permanent record, noting if they were accompanied by a launch.

7. Land Based Activities

7.1. Fitness Equipment

- I. Clubs are encouraged to make use of dedicated supervised fitness facilities such as college gyms or university sports centres.

7.2. Ergometers

- I. Ergometer training must never be undertaken alone and should only take place in approved locations.
- II. Ergometers can be used in boathouses only when there is a dedicated space to do so. All other gym equipment is strictly prohibited within boathouses.

8. Rowers and Coxes New to Durham University

- I. All rowers and coxes new to Durham University (including complete beginners, club and school rowers) must complete a swim test organised by DCR or DUBC which has been overseen by a qualified coach or present evidence of swimming ability through certification issued by a recognised governing body.
- II. All rowers and coxes new to Durham University must complete a Team Durham Health Declaration Form which will be held by the club captain.
- III. All rowers and coxes new to Durham University must be familiar with this document, their own club safety plan, and their responsibility to uphold the safety of themselves and others involved in rowing.

9. Boathouses

9.1. Safety Equipment

- I. All boathouses must comply with the most up to date BR guidelines.
- II. Each boathouse must contain basic safety equipment including a first aid kit which must be checked annually, and enough safety blankets to deal with a water-based incident.
- III. Each boathouse must have an adequate number of throw bags for coaches to use.
- IV. Each boathouse must have an adequate number of PFD's. Gas inflated lifejackets must be checked annually. The gas canisters should be removed and weighed to ensure no gas has escaped and the lifejacket should be manually inflated to check for leaks.

9.2. Safety Notice Boards

- I. Each boathouse must have a dedicated safety notice board which complies with the most up to date BR standards.
- II. The safety notice board must display:
 - a) A navigation map of the home waterway
 - b) Emergency information including relevant contacts and access points for emergency services.
 - c) A copy of the club safety plan
 - d) A copy of this document

9.3. Tools

- I. It is recommended that only basic tools such as spanners and screwdrivers are to be kept in boathouses.
- II. Any other tools including power tools or sharp tools must be kept in a locked cabinet which can only be accessed by competent individuals.

10. Transport and the Use of Boat Trailers

- I. DCR and DUBC will arrange boat transport to most rowing events.
- II. Boats must be secured to trailers with appropriate ties.
- III. Boats which are not secured satisfactorily or with unacceptable or damaged ties may be removed from a trailer and not transported.
- IV. Students must not tow trailers unless permission from Team Durham has been granted in advance.

11. DUR Events

- I. All DCR/DUBC events must run in line with BR guidelines.
- II. Any colleges wishing to hold an event must notify the DCR Captain, Regatta Secretaries and Water Safety Officer who may refuse the event if it is deemed to be poorly planned or unsafe.

Provisional

12. Disciplinary Procedure

- I. Any members of the DUCBC's that are observed to be in breach of the regulations outlined within this document may be subject to a fine.
- II. Disciplinary action is not limited to the fines system and further action may be taken against clubs or individuals at the discretion of the DCR Captain, DUBC President or the DURB depending on the nature and severity of the incident or incidents.

12.1. Fines System

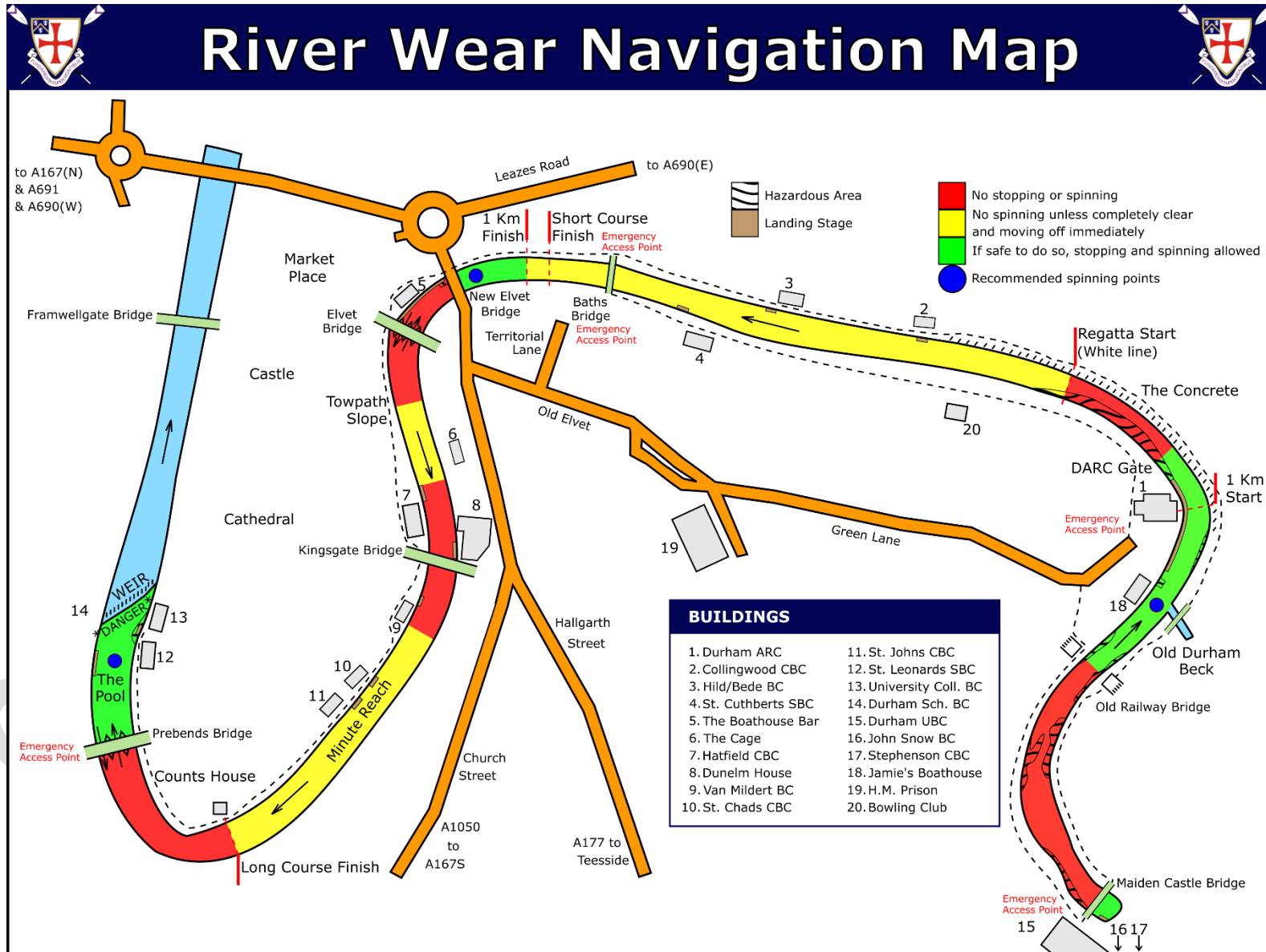
- I. Anyone observing a breach of the regulations outlined in this document must report the incident to DCR Water Safety Officer (WSO) within 7 days of the event via email.
- II. Incidents reported to the DCR WSO will be evaluated against the regulations in this document and a fine may be issued if the severity of the incident is great enough.
- III. If a fine is approved by the WSO and either the DUBC president or DCR captain, the club in question will be informed and then have 7 days to appeal the decision via email or via an arranged face to face meeting.
- IV. If the appeal is unsuccessful the invoice will be sent by email and marked 'payable within 7 days to Durham College Rowing'.
- V. Failure to pay the fine within 7 days may result in further sanctions and possible refusal of entry to DCR events.
- VI. DCR and DUBC secretaries will keep a record of finable incidents which shall be reviewed on a termly basis. The most offending colleges will have to supply more marshals to regattas and will have the lowest trailering priority.
- VII. Where boat clubs have been issued with multiple fines during a single term, further actions may be taken at the discretion of the DCR Captain, DUBC president and the DURB.

12.2. Standard Fines

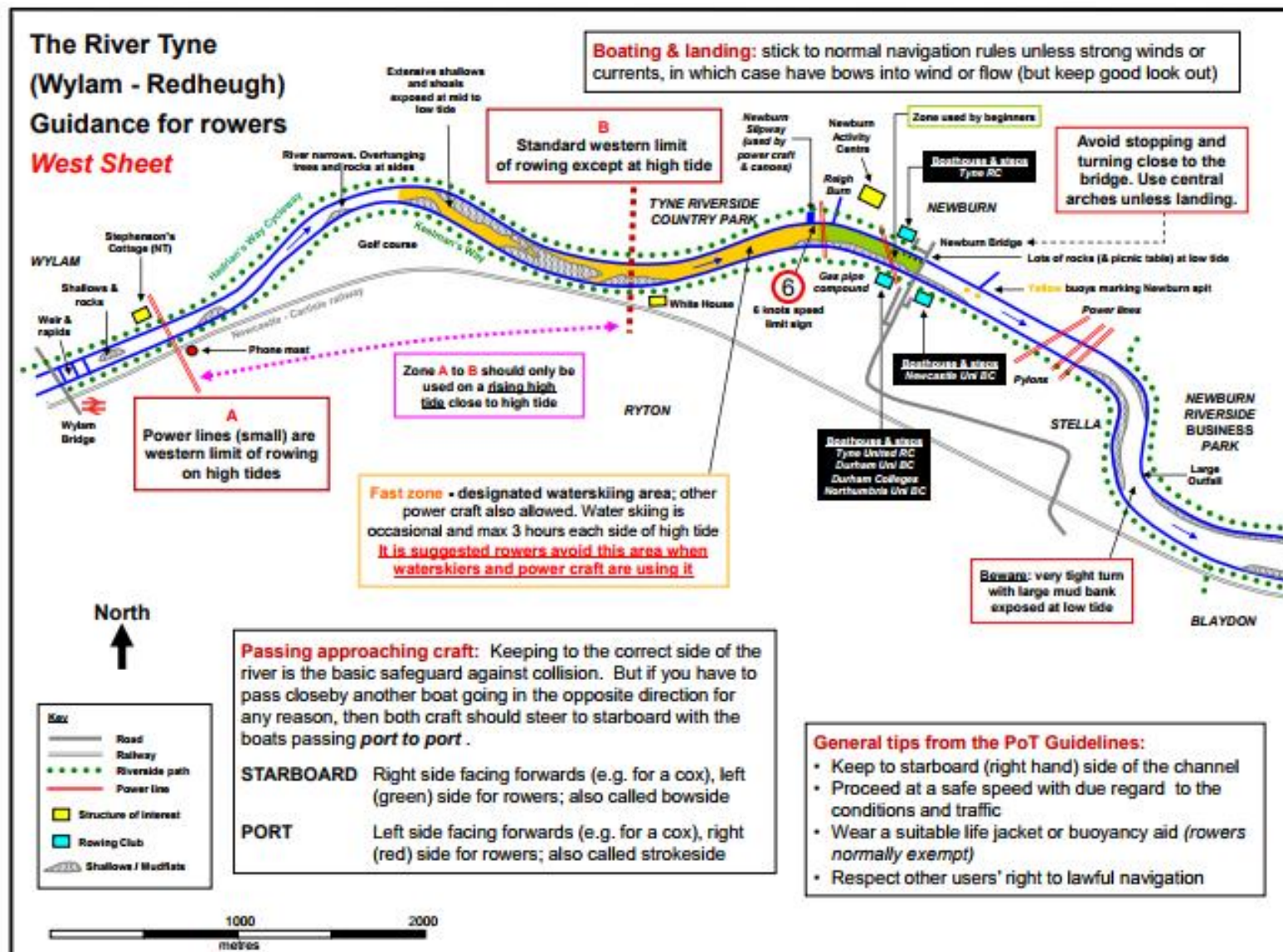
	Infringement	Fine
1.	Cox without PFD, incorrectly worn PFD or inadequate PFD	£30
2.	Boats without correctly installed heel restraints	£30
3.	Incorrect or poor lighting while rowing in darkness	£100
4.	Boating without a person in each seat of the boat	£30
5.	Rowing when the river is in flood	£50
6.	Inappropriately dressed coxes or rowers	£30
7.	Boat fitted without or with an inadequate bowball	£50
8.	Spinning without care and respect for all river users	£50
9.	Breach of Code of Conduct	£50
10.	Failure to display safety notices in the boathouse	£50
11.	Not having sufficient safety equipment in the boathouse	£50
12.	Interfering with an intercollegiate event	£100
13.	Boating without a supervisor when one is required	£50 (1st Offence) £100 (2nd Offence)
14.	Boating a 4-, 4x+/- or VIII without a spotter on the bank*	£100 (1st Offence) £200 (2nd Offence)

* On the first offence, a letter will be sent to the College Principal or Team Durham president informing them of the infringement and possible consequences of any further infringement. On a second offence within an academic year the boat club shall be banned from rowing for a length of the DURB's choosing and the Principal/ President advised accordingly. DURB may enforce further sanctions if it chooses and can request a meeting with the club captain prior to allowing the club to recommence rowing.

Appendix 1- Navigation on the River Wear



Appendix 2- Navigation on the River Tyne



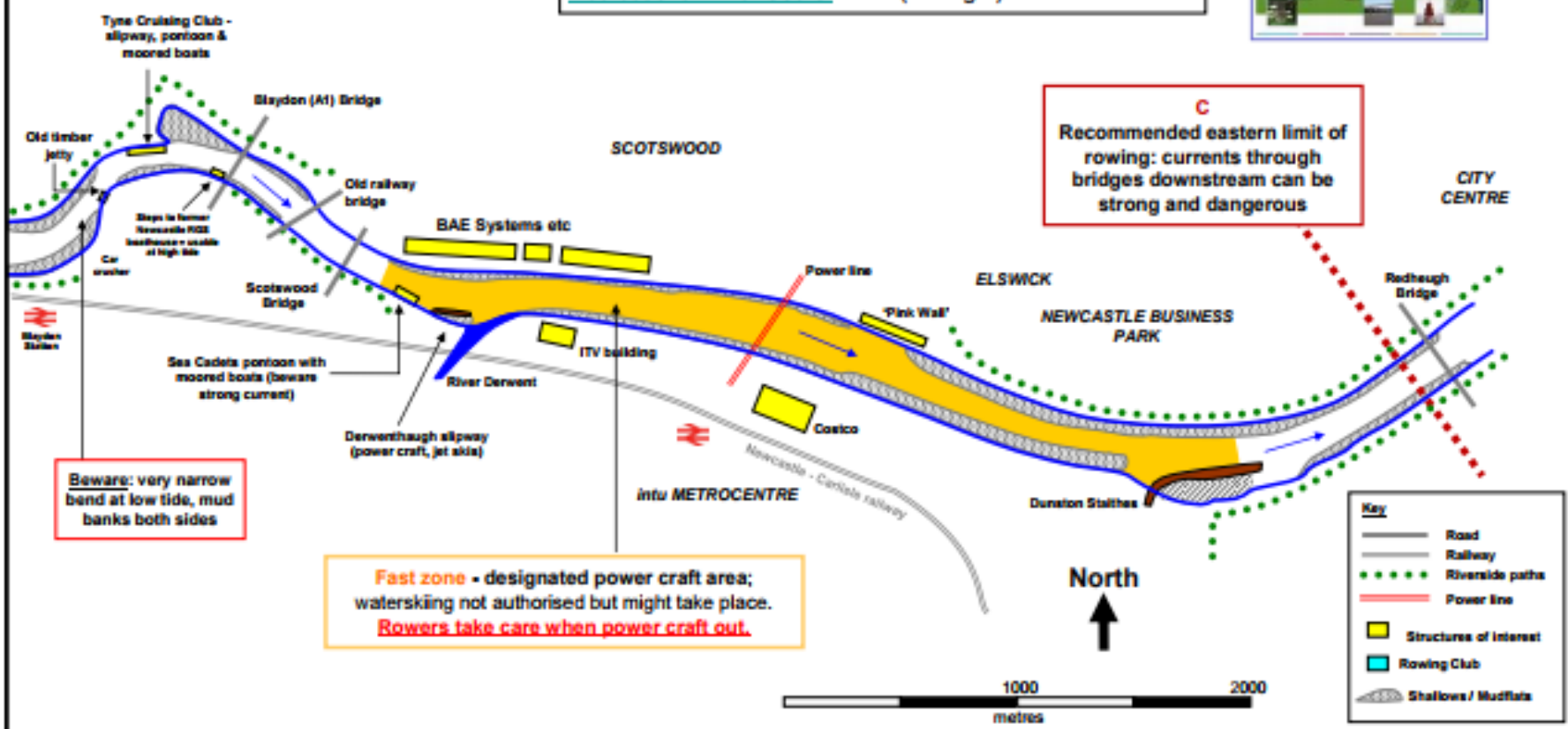
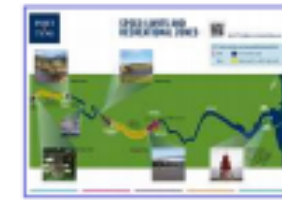
The River Tyne (Wylam - Redheugh) Guidance for rowers *East Sheet*

Tide and hazards: The river is tidal with changes in level of up to 5 metres between the high and low tides. Hazards emerging at the river edges as the tide falls include posts, mud and gravel banks; there may also be large trees from time to time. Avoid outside arches of bridges if the tide is low.

Speed limits: All craft are entitled to free passage of the tidal reaches of the Tyne, subject to the General Byelaws of the Port of Tyne. Two zones in this stretch are allocated as *Fast zones* for use by powered craft. Proceed through these zones with care. The speed limit for powered craft outside *Fast zones* is 6 knots (11kph / 7mph).

Access to banks: There are sections of both banks where there is no access from the river to the shore. Mud banks will not usually support the weight of a person on foot and there are high vertical walls in some places.

Port of Tyne info: Address: Harbour Office, Neville House, Bell Street, North Shields, Tyne and Wear NE30 1LI, Tel: 0191 257 0407, Email: harbour.office@portoftyne.co.uk, Web: <http://www.portoftyne.co.uk>. You can download [tide tables](#), the [General Byelaws](#) and the [Guidance for Recreational River Users](#) leaflet (see right) from the web site.



Beware: very narrow bend at low tide, mud banks both sides

Fast zone - designated power craft area; waterskiing not authorised but might take place. Rowers take care when power craft out.

C Recommended eastern limit of rowing: currents through bridges downstream can be strong and dangerous

Appendix 3 - Competency Criteria

Every rower, cox and coach should be individually assessed against the following criteria. Each criterion shall be individually assessed on a pass/fail basis. The coaching criteria are here to aid development and should not be taken as the only requirements. To be classed as 'competent' each rower, sculler, cox or coach must have satisfied his/her Club Captain that they are able to:

Rowers

- I. Carry boat from boathouse, place on water, enter and push off safely and correctly
- II. Row forwards (feathered blades) with correct posture, grip and sequencing for at least 500 m and be capable of rowing backwards when necessary
- III. Spin safely and effectively (under 90 seconds for a full rotation) demonstrating awareness of other river users
- IV. Take and know the names of different types of strokes (tap, touch, scratch), ways to stop the boat and both regatta and head race start sequences
- V. Execute an emergency stop within 1 boat length
- VI. Land safely and return the boat and oars to the boathouse, understanding correct cleaning and storage procedures
- VII. Name all the parts of the boat, blades and riggers.
- VIII. Understand what to do in the event of capsized/swamping and know who they need to report to if incidents occur
- IX. Demonstrate full awareness of BR Row Safe Guide and the DURB Regulations, especially the regulations regarding rowing in darkness, poor weather conditions and signing in/out for sessions
- X. Wear the correct clothing and bring enough water and food for outings of different length in hot, cold, raining and windy conditions.

Coxes

- I. Name all the parts of the boat, blades and riggers including different names for each side (bowside/starboard/green and strokeside/port/red)
- II. Understand what equipment to have on their person for a safe outing: PFD (Not automatically inflating if in a bowloader), no jeans, no wellingtons once pushed off from the landing stage, warm but non-obstructive clothing, 10/13mm spanner.
- III. Use a cox-box correctly, connecting it to the boat and speakers, turning it on and off, adjusting the volume, using the time function, safely detaching and charging it, keeping it in good working condition.
- IV. Instruct the crew to carry the boat from the boat house, place on the water, enter the boat and push off landing stage correctly and safely.
- V. Execute an emergency stop within 1 boat length and understand what to do if an incident occurs and who to report to.
- VI. Warm up the crew from front-stops or back-stops keeping tucked in on the correct side of the river (RHS Wear and Tyne).
- VII. Manoeuvre the boat as a whole, in pairs, individually, and in sides, using both forward, backward, and holding strokes and spin the boat safely and effectively in under 50 seconds
- VIII. Navigate the river safely while following the rules of the river, spinning in the correct places, using the correct arches and manoeuvring around other crews on the river safely
- IX. Land safely and instruct the crew to safely return the boat and oars to the boathouse, understanding correct cleaning and storage procedure
- X. Row full crew through Elvet Bridge multiple times in an IV in both directions without clipping blades

- XI. Cox and steer in obscured visibility (darkness/rain/haze/fog), high winds (>25 mph gusts), and poor weather conditions, wearing suitable clothing for any temperature between -5 to 25 °C in Durham given the conditions stated
- XII. Demonstrate full awareness of BR Row Safe Guide and the DURB Regulations, especially the regulations regarding rowing in darkness, poor weather conditions and signing in/out for sessions.

Coaches

- I. Demonstrate solid knowledge of the rules and regulations of the sport (BR rules of racing, BR Row Safe Guide and DURB Regulations) including the basic technique of rowing (sweep), extendable to sculling. Capable of delivering this with clear explanations and different coaching techniques (mechanical, verbal, visual and auditory)
- II. Lead well organised and safe sessions, with basic knowledge on risk assessment and preventing risks from occurring/what to do in the event of an emergency
- III. Deliver constructive criticism, areas of improvement and positive feedback throughout a session. Coincided with suggesting useful drills to implement to make positive changes
- IV. Capable of using basic rescue equipment e.g. throwlines, and knowledge on capsized drills to be able to recover a capsized crew in the most safe, practical and effective way
- V. Identify and make the call if a session should end early because of technique falling apart, changes in conditions or to prevent injury/illness etc.

Appendix 4 - Confident Criteria

Every rower, cox and coach should be individually assessed against the following criteria. Each criterion shall be individually assessed on a pass/fail basis. The coaching criteria are here to aid development and should not be taken as the only requirements. To be classed as 'confident' each rower, sculler, cox or coach must have satisfied during an assessment by a British Rowing Level 2 Coach and the DCR Coaching Coordinator.

Rowers

- I. Carry boat from boathouse, place on water, enter the boat and push off safely, correctly and without help from a cox or coach
- II. Row forwards (feathered blades) with correct posture, grip and sequencing for at least 30 minutes
- III. Confidently and consistently perform roll-ups with correct technique and posture
- IV. Capable of manoeuvring the boat in marshalling areas and attaching to a stake boat without help (including spinning 360° in under 50s for a 4+/x, 45s for a 2x/+ and 40s for a 1x)
- V. Demonstrate that they can warn encroaching boats by shouting loudly and in plenty of time and are aware of when dangerous situations are starting to develop
- VI. Spin safely and effectively, demonstrating awareness of other river users
- VII. Navigate the river safely, demonstrating awareness of dangerous sections, busy times and issues with other river users while remembering to look over their shoulder regularly
- VIII. Confident rowing in different wind directions and strengths of stream, being aware of the changes required and effect on navigation and technique
- IX. Land safely and return boat and oars to rack, understanding correct cleaning and storage procedures without help from a cox or coach
- X. Rig a boat and blades, including adjusting span/spread, gate height, inboard and outboard etc
- XI. Understand risks in the event of capsize/swamping and remain calm in order to help others, knowing who they need to report to if incidents do occur
- XII. Aware of other terminology used in rowing (bowside/starboard/green and strokeside/port/red)
- XIII. Demonstrate correct technique and posture during land training sessions, with sufficient flexibility
- XIV. Sets a good example to other rowers in terms of attitude and behaviour, on and off the water
- XV. Demonstrate full awareness of BR Row Safe Guide and the DURB Regulations and how the regulations differ on other rivers.

Coxes

- I. Understand of what equipment to wear and bring in the boat for races and training without prompting, including any tools and spares required for that boat
- II. Use a cox-box confidently, timing pieces and taking responsibility for ensuring it is working and charged before sessions
- III. Plan and lead sessions, including identifying technical issues while on the water and carrying out relevant drills
- IV. Make structured calls and targeted focusses throughout a session, using a wide vocabulary and tone of voice to convey changes
- V. Interpret splits both on and off the water and make calls based upon changes in them

- VI. Manoeuvre and spin the boat using just the stream/tide
- VII. Demonstrate that they can warn encroaching boats by shouting loudly and in plenty of time and are aware of when dangerous situations are starting to develop
- VIII. Row full crew through Elvet Bridge multiple times in an VIII in both directions without clipping blades
- IX. Understand risks in the event of capsize/swamping, taking charge and remaining calm while getting themselves and their crew to safety
- X. Identify the symptoms and risks of hypothermia and hyperthermia and know how to deal with both
- XI. Rig a boat and blades, including adjusting span/spread, gate height, inboard and outboard etc.
- XII. Demonstrate full awareness of BR Row Safe Guide and the DURB Regulations and how the regulations differ on other rivers.

Coaches

- I. Plan a wide range of progressive coaching plans over a long-term period with a goal in mind, using both on and off the water sessions in both winter and summer
- II. Deliver and review sessions thoroughly and effectively over longer periods of time
- III. Be flexible and adapt sessions based upon crew age (adaptation of key terminology), crew ability (novice through to senior), and be changeable to adverse circumstances such as weather plans, injuries and illnesses
- IV. Understand how different crews learn best and deal with feedback, changing their approach to coaching depending on the crew
- V. Control emotions and treat every session like a new session, not letting external interferences interact with coaching profession
- VI. Be disciplined and are capable of producing a code of conduct between athletes, cox and coach
- VII. Work with other coaches, asking for and taking advice from experienced coaches while also helping new coaches to develop.

Appendix 5 - DUBC Risk Assessment

These are the absolute minimum safety requirements for college boat clubs and should be included and expanded on within their own risk assessments.

Location(s): (where will the activity or task take place?)			Description of task or Activity: (to include enough information to establish the foreseeable hazards)		
Boathouse activities at Sports & Wellbeing Park plus rivers Tyne/Wear plus various away locations			Rowing To be read in conjunction with Durham University Guidance, British Rowing Rowsafe 2019 and flowcharts at foot of document		
Hazards (things with the potential to cause harm)	Those at risk (people who could be harmed)	How could they be harmed? (nature of injuries, damage that could result)	Uncontrolled risk level (level of risk without control)	Required controls (how the risk can be removed or reduced by for example engineered methods, safe systems of work, training and/ or personal protective equipment)	Controlled risk level (level of risk remaining when controls are in place)
Lack of rower competency	Rowers	Death, serious injury	Severity 4 Likelihood 2	Compulsory safety briefing at start of year. Swim tests. Must read British Rowing Rowsafe	Severity 4 Likelihood 1
Water- immersion	Rowers	Drowning, impact with floating objects, hypothermia, ingestion of contaminated water	Severity 4 Likelihood 2	Rowers swimming ability to be tested, ensure appropriate clothing for conditions. Appropriate rescue measures in place	Severity 4 Likelihood 1
Water - Quality	Rowers	Weils disease and other infections via immersion or ingestion	Severity 4 Likelihood 2	No open wounds/blisters without dressing. If submersion, rowers should shower and change. Do not drink from bottles that have been submerged in water until sterilized. Wash hands after outings	Severity 4 Likelihood 1
Water-River level height	Rowers	Loss of boat control, capsize, drowning, impact with floating objects, hypothermia	Severity 4 Likelihood 2	River Wear - Do not boat when river over 0.675m at Elvet Bridge via www.riverlevels.uk . Check with barrage control or harbour authority to identify rate of water flow. Understand tidal flows on tidal stretches. Consider other hazards, the boat type and competency of participants going on water.	Severity 4 Likelihood 1

Water-Temperature	Rowers	Hypothermia	Severity 4 Likelihood 2	Consider other hazards, the boat type and competency of participants going on water. Below 2.5 degrees do not take to the water. 2.6-3.9 degrees; specific safety cover per boat. Ensure launch can rescue whole crew consider restrict outing in time and distance on water along with boat type and competence of Rowers	Severity 4 Likelihood 1
Wind	Rowers	Capsize, impact with other boats or rowers	Severity 4 Likelihood 2	All rivers – do not boat when 5 or over on Beaufort scale, between 3 and 5, use caution dependent on local conditions. Always be aware of strength and direction of wind and competency of rower or crew. Consider other hazards, the boat type and competence of participants going on water. River Tees – comply with Tee Rowing Club guidance.	Severity 4 Likelihood 1
Visibility on water	Rowers	Loss of boat control, capsize, drowning	Severity 4 Likelihood 2	Do not boat if opposite bank is not visible. Minimum visibility of 100m advisable. During the hours of darkness or low light boats must have a white flashing light to the bow and solid white light to the stern. Consider other hazards the boat type and competency of participants going on water	Severity 4 Likelihood 1
High Wash	Rowers & Coaches	Loss of boat control, capsize, drowning	Severity 4 Likelihood 2	Ensure participants know safety position to brace against wash. Coaching launch to slow down to reduce wash when passing other boats.	Severity 4 Likelihood 1
Sun exposure	Rowers & Coaches	Heatstroke, sun burn, dehydration	Severity 4 Likelihood 2	Ensure that participants remain hydrated, apply sunscreen and wear appropriate clothing. Participate in Health Surveillance process. Supplementary University guidance on outdoor work to be advised	Severity 4 Likelihood 1

Air temperature	Rowers & Coaches	Hypothermia, respiratory distress	Severity 4 Likelihood 2	<p>Ensure appropriate clothing/equipment is worn (additional specific guidance to be determined). Ensure individuals are aware the effect wind has on the wind chill temperature.</p> <ul style="list-style-type: none"> • 8 to 0C (including wind chill) – ensure wearing appropriate clothing • 0 to - 5 C (including wind chill) – ensure wearing appropriate clothing be aware of other factors prior to boating. • Below -5C (including windchill) – do not take to water 	Severity 4 Likelihood 1
Other river users and floating debris, inc branches, ice etc	Rowers	Collision leading to capsize, immersion, cuts, grazes, broken bones or drowning	Severity 4 Likelihood 2	<p>All participants made aware of circulation patterns and follow them. Be aware of other water users. If it is felt there may be large objects floating in the river check stretch of river prior to boating. Be aware of location and speed of movement of debris. Be aware of where the areas of ice or other debris may be. If large blocks of ice or other large debris are clearly evident do not boat.</p>	Severity 4 Likelihood 1
Objects thrown from bridge	Rowers & Coaches	Cuts, grazes, broken bones	Severity 3 Likelihood 2	<p>Do not stop under bridges. Report any incidents.</p>	Severity 3 Likelihood 1
Slips & Trips	Rowers & Coaches	Cuts, grazes, broken bones	Severity 3 Likelihood 2	<p>Ensure no hazards en route, gates bolted to stop swinging on people. Be aware of slippery landing stages. During ice or snow grit or salt landing stage. Ensure appropriate footwear/PPE is provided and used by all.</p>	Severity 3 Likelihood 1
Weather - rain or thunder and lightning	Rowers & Coaches		Severity 3 Likelihood 2	<p>Be aware of weather forecast before boating and ensure appropriate clothing for conditions. Do not row when thunder and lightning.</p>	Severity 3 Likelihood 1

Launch driving	Coaches	Collision leading to immersion and injury and/or drowning. Hand Arm Vibration Syndrome	Severity 4 Likelihood 3	Launch driver to hold RYA Powerboat Level 2 and wear appropriate clothing/footwear. Driver to wear kill cord and life jacket at all times. Drivers to be familiar with life jacket operation. Drivers to be aware of HAVS guidance and record exposure times/points. Participate in Health Surveillance process. Ensure enough fuel before starting. See: DU HAVS Risk Assessment (Rowing)	Severity 4 Likelihood 1
Bridges and other fixed hazards	Rowers & Coaches	Immersion, cuts, grazes, broken bones or drowning	Severity 3 Likelihood 2	Be aware of where buoys and fixed hazards are located. Do not stop or turn upstream of fixed objects	Severity 4 Likelihood 1
Driving	Coaches	Serious injury, death	Severity 4 Likelihood 4	Comply with rules of the road and the Road Traffic Act. Ensure vehicle is safe and meets all current legislation and insurance requirements. Observe recommended driving hours See: DU Driving Risk Assessment & ED Driving Handbook	Severity 4 Likelihood 2
Towing	Coaches	Serious injury, death	Severity 4 Likelihood 4	Students not to tow. Drivers to have completed a towing assessment. Trailers to be maintained in line with legal requirement and regularly maintained and inspected. See: University Towing Guidance	Severity 4 Likelihood 2
Lone working	Rowers & Coaches	Stress, unattended injuries resulting in soft tissue damage, bruising or broken bones	Severity 4 Likelihood 3	Ensure colleagues are aware of your location and itinerary. Carry radio or mobile phone as appropriate See: Lone Working Risk Assessment	Severity 4 Likelihood 1
Cycling	Coaches	Collision with pedestrians or other cycles leading to cuts, bruises broken bones. Immersion in river leading to injury or death	Severity 3 Likelihood 3	Ensure cycle is appropriately maintained and safe for the task and wear appropriate PPE and lighting if required	Severity 3 Likelihood 1
Visibility on shore (lighting)	Rowers & Coaches	Slip and trip injuries, water immersion	Severity 3 Likelihood 3	Ensure appropriate lighting on landing stages	Severity 3 Likelihood 1

Travel away from Durham, inc abroad	Rowers & Coaches	Travel risks, becoming lost, cultural differences	Severity 3 Likelihood 3	Ensure all travel (involving an overnight stay) is recorded on the University <i>Viator</i> travel system and a trip specific risk assessment and itinerary is submitted. See: ED Travel Risk Assessment, DU Offsite Travel Handbook, ED Student Travel Risk Assessment	Severity 3 Likelihood 1
Student Pastoral care	Rowers & Coaches	Welfare and safeguarding issues	Severity 3 Likelihood 3	Coaches to all hold appropriate qualifications including a current Disclosure Barring Service (DBS) check. See University Off-Site and Travel Handbook	Severity 3 Likelihood 1
Stress	Coaches	Mental health	Severity 3 Likelihood 3	See: Stress Risk Assessment	Severity 3 Likelihood 1

Internal Guidance/Linked Documents:	ED Driving Risk Assessment ED Student Travel Risk Assessment ED Driving Handbook DU Off Site Travel Handbook https://www.dur.ac.uk/resources/healthandsafety/local/G36AOff-SiteandTravelHandbookv2.1.pdf DU HAVS Risk Assessment (Rowing) ED Lone Working Risk Assessment British Rowing Rowsafe 2019 https://www.britishrowing.org/wp-content/uploads/2019/04/Row-Safe-April-2019-online.pdf
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Health and Safety Risk Matrix

		Probability/ likelihood of risk realisation					
		Almost Impossible (1)	Not Likely to occur (2)	Could occur (3)	Known to occur (4)	Common occurrence (5)	
		Health and Safety	A freak combination of factors would be required for risk to be realised	A rare combination of factors would be required for risk to be realised	Could happen when additional factors are present otherwise unlikely to occur	Not certain to happen but an additional factor may result in risk being realised	Almost inevitable that risk will be realised
Potential Consequences	Severe (5)	One or more fatalities Irreversible health problems	5	10	15	20	25
	Major (4)	Partial or medium-term, disabilities or major health problems	4	8	12	16	20
	Moderate (3)	Lost-time injuries or potential medium-term health problems	3	6	9	12	15
	Minor (2)	Minor, very short-term health concern on recordable injury cases	2	4	6	8	10
	Insignificant (1)	Inherently safe, unlikely to cause health problems or injuries	1	2	3	4	5

Provisional