**Coach Safety Talks**

1. **Incident/near miss reporting process**

Triggered by:

1. Injuries requiring immediate medical treatment due to the incident.
2. Boat damage (includes found boat damage)
3. Other incidents within the club (e.g.: chemical or fuel spills)
4. Reputation concerns

The incident reporting forms and submission box are located near the sign-out logbook.

Report boat damage on white board near sign-out logbook.

Goal of adopting this process is to facilitate learning and to continue to foster a culture of safety at the CRC.

1. **Emergency response plan**

Emergency response information is posted in the boat-bay office, by the shell sign-out book and the AED location beside the entrance to the rowing tank.

This document details the specific information to provide a 9-1-1 dispatcher to facilitate a first responder emergency response to the Calgary Rowing Club.

1. **Boat use log (sign in/sign out)**

Located between bays 2 & 3.

It is essential to sign-out before and sign-in after every row. This is to enable club members to be aware of other athletes who may have not yet returned to the boathouse.

In a crew boat, it is bow seat’s responsibility to sign-out/sign-in the shell.

Always let someone know that you are going for a row and when to expect you to return home. This applies to both coached practices and individual/private rows.

1. **Cold water rules**
* No athletes are allowed on the water without a safety boat present.
* Inform the safety boat that you will be rowing during the practice.
* Stay in sight of the safety boat at all times.
* All boats will use the buddy system, row within proximity of each other and support each other in the event of an incident.
* Rowing is prohibited if there is ice on the water.
1. **AEDs (automated external defibrillator)**

AEDs are a new addition to the boathouse this season.

#1: Located on outside wall between boat bays 2 and 3 during most of the on-water season (May to September). This AED is owned and maintained by Boat Patrol. They will be placing this AED in its alarmed cabinet at the start of each day and removing it at the end of each day.

#2: Located beside the entrance to the rowing tank (year round).

1. **First Aid boxes (locations)**
* In the boathouse office (back of boat bay 1).
* In the coach boats.
* Under the Boat Log Book (between boat bays 2 & 3).
* In the Club Managers’ office (upstairs off of banquet hall).
1. **Boat Patrol**

The Glenmore Boat Patrol is a service offered through the City of Calgary Recreation department.

Boat Patrol is responsible for:

1. Safety & rescue
2. Environmental stewardship
3. Education

A green flag is raised (near base of CRC driveway) when rescue staff are on duty.

To contact Boat Patrol:

* Use phone (direct line) located on the exterior of the boathouse near boat bay 3.
* Phone using the number listed on the bottom of the Emergency Response Procedure poster.
1. **Adverse conditions**

Conditions not suitable for rowing include high winds, thunder and lightning storms, fog and heavy rains.

If lightening is seen or if the golf course horn is activated, all rowers must return to the boathouse immediately.

1. **Equipment and bodily fluids**

Oars must be inspected after use for any damage or soiling.

Oars must be cleaned with the sanitary wipes provided to remove any bodily fluids (e.g., blood, blister serum etc.) that may be on the grips.

1. **Pre-row equipment check**

Important for rower safety and to maximize enjoyment of sport.

Speeds up launch time of all crews.

Athletes are encouraged to check:

* Heel ties
* Whistle affixed to stroke seat
* Bow ball in place
* Vents closed
* Riggers affixed to shell, no loose bolts, inspected for damage
* Slides aligned and secure
* Seat in good working order
* Pins secured and oarlocks freely rotating
* Pins fitted with the appropriate number of speed washers
* Speed washers positioned at appropriate height for athlete
* Inspect shell for any potential defects
1. **Flipped shell**
* Stay with the shell and remain calm. Use your PFD if required and whistle to attract attention. Crew members should attempt to get back into the shell.
* In cold conditions, crew members should climb on top of the flipped shell to get out of the cold water.
* Other crews should stop rowing and support the flipped crew and gain the attention of the coach boat. Crews can continue rowing once the coach boat has reached the flipped shell.
* Use the whistle attached to the stroke seat to attract attention.
* As a last resort swim the boat to shore if no help is available and you cannot get back in.
* Never leave your boat and try to swim ashore.
* If flipped during cold water rules, the athlete should go indoors, change into dry clothes or use a blanket and drink a warm drink to slowly warm-up and avoid hypothermia.
1. **Flow Pattern – NEW FOR 2018 SEASON**

The flow pattern has been changed for all users during the 2018 season as a result of low water levels. The reservoir level will be lowered to accommodate construction on the Glenmore dam.

When rowing towards the causeway, rowers are to remain on the rowing course in lanes 1 and 2 (lanes nearest the golf course).

When rowing towards the finish tower, rowers are to row outside of the course (i.e. outside of lane 6, near the buoy line).

Paddlers, dragon boaters, and outrigger paddlers have been assigned other lanes on the course as well as locations outside of the course (nearer the shoreline).

It is imperative that CRC athletes abide by this new flow pattern, *unless otherwise posted*, to enable them to enjoy a safe row.

1. **Rowing in windy conditions**

Athletes are advised to evaluate conditions and to row within their ability.

Learn how to read conditions:

* What direction is the wind coming from?
* Are the waves building? Do you see whitecaps?
* Can you identify locations on the Glenmore Reservoir where it will be more sheltered?

Technical adjustments:

* Rowing in a headwind
	+ i.e. transitioning out of the bow with control etc.
* Rowing in a tailwind
	+ i.e. squaring early etc.
* Rowing in a crosswind
	+ i.e. Able Bodied and Para athletes\* using their foot on leeward/downwind side of shell to pull up against laces of shoe etc.

 *\*whom are able to apply this technique*

1. **PFDs**

Must be worn at all times. This is a City of Calgary by-law.

* Rowers: belt pack design
* Coxwains: horse collar design
* Coaches & safety boat operators: chest PFD

It is each athlete’s responsibility to know how to maintain and how to use their PFD.

For users of Mustang brand PDFs, please see posters posted in boat bays for details on how to maintain and use your Mustang PFD.

Users of other brands of PFDs are encouraged to reference their manufacturer’s website for details on how to maintain and use their PFD.

PFDs are not required to be worn during competition in RCA sanctioned events but must be carried in the boats if required to comply with city by-laws.

1. **Emergency equipment (i.e. fire extinguishers, survival blankets)**
2. **Hazard warning board**
3. **Hypothermia**
4. **Flip training opportunity at local pool**
5. **Dock etiquette**
6. **Oar handling**
7. **Stepping into a boat**
8. **The CRC workbench**
9. **On-water communication/passing crews (or other water users)**
10. **How to tie down a boat**
11. **Launching the coach boat**
12. **Putting the coach boat away**
13. **Personal safety**
14. **Sun safety**
15. **Deadheads/floating debris**