



Burntisland Sailing Club

Health and Safety Management System

“Safety is of fundamental importance to us all.

Accidents are always unnecessary, frequently costly and often disastrous.

Safety protects human and material resources and is vital for the enjoyment of recreational boating.”

We recognise that realistically, we can never eliminate risk completely without terminating our activities. Nevertheless, we will strive to identify and deal with safety hazards in an appropriate way in order to constrain the risks they pose to a level that is justifiable, tolerable and as low as possible.

RYA.

Safety Management System

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Section 1

Statement of Our Safety Policy

The following Safety Policy Statement aims to ensure compliance with the requirements of the Health and Safety at Work Act 1974.

The Club will ensure, so far as is reasonably practicable, that the risk from fire will be managed in compliance with The Regulatory Reform (Fire Safety) Order 2005 (Scotland) and The Management of Health and Safety at Work Regulations 1999, and other relevant regulations.

It includes: the commitments made by the Board members; the importance of co-operation between Board members and other members; the need to incorporate input from members and to maintain equipment and train Club members; the nomination of the Health and Safety Officer; the Fire precautions and First Aid facilities; and recording and reporting of accidents.

It does not just concern itself with the welfare of members but sets a high standard of safety management in the interests of Club members, their guests and the general public.

1.1 Health and Safety at Work Act 1974

It is the responsibility of Burntisland Sailing Club to ensure, so far as is reasonably practicable, the health, safety and welfare of its members, their guests and visitors. The Board works together to achieve this.

1.2 Commitment from Board Members

Incorporating input from Board Members and Members, the Club will:

- a. Ensure that its premises including the pontoons, fittings, fixtures, club boat and equipment are maintained in good repair and safe working order.
- b. Provide and maintain an environment for all members and their guests that is, as far as is reasonably practical, safe, without risks to health, and adequate as regards facilities and arrangements for their welfare.
- c. Issue disclaimers and notices required in order to obtain the necessary insurances policies, certificates and licences.
- d. Offer, where relevant, training for club members.
- e. Implement a Health and Safety Management System.

1.3 Commitment from Members

- a. All members and their guests are responsible for their own Health and Safety and for that of any minor (under the age of 16) for whom they are parent or carers.

- b. They are also responsible for their acts or omissions while at the Club that may affect the health and safety of others and themselves.
- c. All members will exercise a 'duty of care' to ensure they are safe from fire. In addition, they must ensure that they do not, by their activities or acts, put other lives at risk.

1.4 Nominated Health and Safety Officer

- a. The Club will appoint a member of the Board as Health and Safety Officer. (To be known as The Safety Officer.)
- b. Their name will be posted at the Clubhouse and on the Club website.

1.5 Fire

- a. All members should read the Fire Notices and familiarise themselves with the action to take in the event of a fire.

1.6 First Aid

- a. A First Aid box is kept in the Clubhouse, and when in use also on the Club Boat, and the Safety Officer is responsible for the provision and maintenance of these boxes.
- b. A list of current First Aiders is to be maintained and posted on the Club notice board and on the website.
- c. Further medical assistance should be obtained by dialling 999 and calling for an ambulance. The nearest accident and emergency hospital is in Kirkcaldy.

1.7 Recording and Reporting Accidents

- a. All accidents involving Club members or its visitors must be reported to the Safety Officer and entered in the Accident Book.
- b. Incidents during Club events that might have led to personal injury must also be reported to the Safety Officer.
- c. All accidents will be investigated to learn any lessons and so attempt to prevent a recurrence.

1.8 Health & Safety Risk Register and Risk Assessments

- a. The Club will make use of a Risk Register and Risk Assessments to manage risks within the range of activities it conducts.

1.9 Emergency Management Plan

The Club will maintain an Emergency Plan setting out the principles to be followed in its response to incidents or emergencies.

1.10 Outside Contractors

When selecting outside contractors to do work on behalf of the club the Board will seek assurances that the contractor has the capability and experience to undertake the work.

Any Contractor working with the Club, either under the direction of the Board or for an individual member has a duty under the Act to:

- a. take reasonable care of their own health and safety and that of other persons who may be affected by their acts or omissions at work.
- b. comply with all safety procedures laid down by Burntisland Sailing Club
- c. produce risk assessments and method statements related to the work to be undertaken
- d. report to the BSC Safety Officer any hazard or potential hazard known to them.

1.11 Safety Management System Adoption

This Statement of Policy was adopted by the Board of Directors on the 3rd of March 2020

Issued by [Signature on Original] *Sarah Price* (Commodore)

Posted to website and displayed on Club notice board on the 1st of May 2020.

Section 2

Fire Strategy

2.1 The Aims and Objectives of the Fire Strategy is to:

- a. safeguard all members, and club property, including visitors from death or injury in the event of a fire or associated explosion.
- b. undertake suitable and sufficient fire risk assessments of all areas and activities within the premises.
- c. identify and implement reasonably practicable measures to control risks from fire.
- d. conduct regular fire evacuation drills and testing of emergency equipment.
- e. conduct regular fire safety inspections.
- f. reduce the incidence of fires.
- g. minimise the potential of fire to occur and disrupt the work of the club and cause damage to property and the environment.
- h. provide appropriate means of escape in case of fire.
- i. ensure that all means of escape are properly maintained, kept free from obstruction and available for safe and effective use at all times the premises are occupied.
- j. provide the means of escape with adequate emergency lighting and maintain this in efficient working order.
- k. provide and maintain in working order the alarm system or other means of giving warning in case of fire.
- l. provide and maintain in working order all fire fighting appliances and devices.
- m. provide appropriate instructions and/or training for all persons, including contractors on the actions to be taken in the event of fire.
- n. ensure there is effective liaison with the local Fire Authority where appropriate.
- o. ensure that measures, which are commensurate with risks and the significance of consequential losses, are taken to protect buildings, installations and equipment from fire.

2.2 Fire Safety Management Plan (FSMP)

To create the plan the Safety Officer will:

- a. conduct a Fire Risk Assessment and make the associated control measures available to members.
- b. seek guidance on maintenance of fire safety standards and the frequency at which the premises are to be re-inspected.
- c. produce a building plan showing the location of Fire Exits/Escape routes, the identification of fire doors and other structural features including the location of emergency lighting, significant hazards with regard to process or storage.
- d. establish a suitable and readily available method of calling the emergency services to the club. At present this is using the 999 system which is acceptable.

2.3 Members, guests and visitors with additional support needs

The following questions need to be asked and addressed for each individual :

- a. Do any persons with disabilities (members, guests or regular visitors) need assistance in case of an emergency?
- b. Has an assessment and personal emergency evacuation plan (PEEP) been carried out, that identifies suitable managerial and practical assistance to those persons, in achieving safe egress from the building / site in the event of a fire evacuation?
- c. How persons with disabilities might be affected in the evacuation of themselves and others?
- d. Can a person with disabilities make their own way out of the building or do they need help?
- e. Will a person with disabilities need to be placed in a refuge or safe haven in the case of an emergency evacuation?
- f. Have safe places or refuges been identified, in which a person with disabilities may safely wait/rest on their evacuation of the building?
- g. Who will accompany or escort the person with disabilities from the building, or who will stay with them if they are waiting in a refuge?
- h. Does the Fire Service know where to go and who tells them?

2.4 Smoking Policy

The Club operates a 'No Smoking Policy' within the premises.

2.5 Records

- a. This statement will be reviewed annually or at more frequent intervals if there are relevant legislative changes. It is a requirement of fire regulations that records are maintained of all training fire related incidents incidents, fire evacuation exercises, testing and servicing of fire equipment and installations.
- b. A Fire Log Book should be provided for this purpose and records to be readily available for inspection by an authorised person.

2.6 Fire Ashore

- a. Emergency Exit Procedure and then Fire Assembly Point are displayed in the clubhouse . Members should familiarise themselves with these procedures. In the event of a fire, everyone using the club house is reminded that their first priority is for their own safety and those of other users and a safe evacuation of the building is paramount.
- b. On discovering a fire:raise the alarm. Shout "Fire!"
- c. Dial 999 to call the Fire Service.

- d. tackle the fire with a suitable fire extinguisher, provided this can be done without personal risk

On hearing the Alarm:

- e. Leave the building using the nearest safe exit and report to the Assembly Point in the car park
- f. Check the Fire Service has been called
- g. Try to establish whether anyone is missing
- h. No one should re-enter the building until safe to do so

2.7 Fire Afloat

- a. Call the Coastguard through a VHF Mayday on Channel 16 or by dialling 999 or 112.
- b. Attack the fire onboard, provided this can be done without personal risk.

Section 3

The Organisation for implementing the Policy

3.1 Context

- a. The Board of Directors set the policy and the members carry out the Club's activities within the policy.
- b. It is a requirement that when decisions are taken and policies set by the Board of Directors, that the Health and Safety aspects are always taken into account. It is important that such considerations are recorded. The Board of Directors are responsible for deciding what insurance policies are to be taken out, what disclaimers issued, what notices displayed and what Club Rules are to be adopted.
- c. All Board Members have a personal responsibility for ensuring members understand and are implementing the Club's safety policies in practice, if necessary taking advice from the Safety Officer. The nominated Safety Officer will maintain an overview of the effectiveness of this. The Safety Officer is responsible for ensuring that the Club facilities are up to the standards set by the policy; such facilities include the premises and the boat owned by the Club.
- d. The Treasurer is responsible for maintaining the Club's insurance policies, for obtaining the licences required by law and for the publication and display of such notices and instructions as the Board of Directors may consider necessary.
- e. The Club members are responsible for carrying out their Club activities within the Health and Safety Policy. Those members organising special events, whether afloat or ashore, are required to address the health and safety aspects and to record in writing the safety measures taken and instructions given. Particular attention needs to be given to the safety requirements for any event involving food.
- f. All members and their guests are responsible for their own health and safety and for that of any minor (under the age of 16) of whom they are parent or carer and for that of all other persons who may be affected by their acts or omissions at the Club.
- g. Once a year, one month prior to the AGM, the Health and Safety Officer will place before the Board the Health and Safety Management System and associated documents. The Board of Directors will review these documents. The review and its findings will be recorded in the minute of the meeting.

3.2 Planning the Implementation of the Policy

- a. Formal risk assessments are drawn up where required with the significant risks identified, the existing controls listed and an assessment made of whether risks are as low as are reasonably practicable.
- b. The Safety Officer will present the list of pre-identified risk assessments to the Board of Directors annually who will review them to ensure the coverage and content remain adequate. Each pre-identified risk assessment will be delegated by the Board of Directors to a named Club Officer who will be responsible for it. These will include the Waterborne Activity Risk Assessments to be carried out when managing such events.
- c. The Club has a Fire risk assessment and a Fire plan (as set out in Section 2).
- d. It is the responsibility of the Commodore or identified Board Member to instigate regular reviews and receive reports on the Health and Safety aspects of the Club's facilities.

3.3 Safety Training

- a. Training is a key part of safety management. Advised by its Safety Officer, the Club will facilitate appropriate training for its members in line with its commitment to safety.
- b. It is the Club's policy that there should be adequate first aid cover and to require all those who handle food to follow good hygiene practice.
- c. Every year the club will gather records of members' qualifications and experience as part of membership renewals.

3.4 Policy and Programme Monitoring

- a. The controls identified to manage risk have been recorded in compiling the risk assessments and activity assessments and are shown in Section 5.
- b. All accidents, including those to Club members and to visitors, are to be reported to the Safety Officer and entered in the Accident Book. Incidents with the potential to affect safety should also be recorded and, if the Safety Officer deems it appropriate, investigated.
- c. Integral to a safety management system is the need to learn from the lessons of safety issues following accidents and incidents. The Safety Officer will regularly review the Accident Book. Any serious accident and any accident that appears to be similar to one already recorded as having occurred within the Club, must be reported to the Board either by the Safety Officer or by the Club Officer responsible for the area in which it occurred. The Safety Officer will advise on the urgency of this. The Board will then consider what further action to take and whether the Club rules or working practices need to be amended.

3.5 Safety Performance Reviewing and Recording

- a. Once a year there will be a review prepared by the Health and Safety Officer on the Health and Safety of Club operation and facilities. .. To allow for any necessary adjustments to this Safety Management System a 'Safety Management Change Sheet' containing updates and alterations, which have been agreed by the Board, will be displayed on the Club noticeboard.
- b. This may be audited by a safety professional.

3.6 Other Records

- a. In order both to establish a defence in law and to make sure that best practice is maintained, the Board will record its consideration of safety matters in line with this policy.
- b. A safety file will be kept so that there is a good record of the due diligence that the Club exercises in matters of Health and Safety...
- c. The Club will manage safety in an 'action centred' way. This means risks are identified wherever the Club carries out activity and they are then actively managed by the members involved in that activity.

3.7. Emergencies

The Club will provide clear guidance to its members on the actions to be taken in emergencies and will maintain an Emergency Management Plan which contains the principles to be followed in Club operating instructions and manuals.

3.8 Conclusion

The Board of Directors is responsible for the safety policy, decisions taken at Club level and the Club's rules. The members organise and carry out the Club's activities within the policy. Together they form the organisation which puts the policies into effective practice.

Section 4

Emergency Planning

4.1 Context

This plan contains information, advice and guidance concerning the response to an emergency or crisis arising at an RYA affiliated club.

Incidents may sometimes occur which those involved may not consider to be serious. However, to the inexperienced observer or as a result of statements or information released from Search and Rescue (SAR) authorities, a perception of seriousness may be created. In the event that SAR authorities become involved or media attention being attracted, it is good practice to be prepared to deal with an incident under the media spotlight.

4.2 Definition of a Major Incident

A Major Incident is an event where there is loss of life, a serious injury, or there is substantial damage to property and/or the environment.

The following would be examples of serious incidents or accidents:

An incident leading to a fatality, serious or multiple fractures, amputation or other serious injury

Major damage to vessels afloat or property ashore

Loss of contact with group or individual, overdue groups or individuals

Other circumstances in which a group or individual might be at serious risk of harm

Serious illness of an individual or group

Any adverse situation in which the media are or may be involved

In the event of any major incident, your first priority is the safety of all participants whether club members, visitors or members of the public, but once ashore you are going to have to deal with the authorities and potentially the media. You should immediately contact the emergency services as appropriate.

It is the responsibility of each establishment to determine a suitable and appropriate Emergency Action Plan designed for their own specific operating environments.

4.3 Major Incident Procedure

- a. Appoint an Incident Co-ordinator who will have overall control and responsibility and will co-opt other members as necessary to deal with the incident such as securing the incident area, rendering first aid, preventing further injury or damage and taking appropriate

photographs. The Incident Co-ordinator will ensure that a Board Member of the club is advised as soon as possible.

- b. Where possible ensure that an incident control room is set up in the clubhouse where there are functioning mobile phones, radio communications, and access to the internet and email is available.
- c. In the Immediate Aftermath get a statement from competent witnesses as well as recording their names and contact details
- d. Remove the key witnesses to a place you can talk to them away from onlookers
- e. Explain that statements are being taken to obtain an accurate account of the incident, as these may be required for insurance, or other purpose
- f. Notes need to be taken and agreed by the witness
- g. Secure evidence by photographing the incident location, boats, equipment etc.
- h. Keep and secure any relevant equipment e.g. clothing, buoyancy aids, lifejackets, logbooks etc.
- i. Secure any boats and equipment
- j. In the event of Emergency Services becoming involved, they will take control of the incident response and be responsible for situations relevant to them e.g. Police (fatalities, abduction of and search for lost children), Coastguard (marine rescue), Fire and Rescue Service (fire/rescue incidents), and Ambulance (casualty treatment). In the event of a major multi-agency incident, a Lead Agency will be appointed, usually the Police, to ensure a coordinated response.
- k. Site organisation -If necessary restrict entrance or exit to and from the site by closing gates and either locking them or positioning a member of staff to act as gate keeper
- l. Identify a separate gathering area for relatives of any injured persons
- m. Arrange for a supply of hot/cold drinks and or food
- n. Keep media away from gathering area for relatives
- o. If possible, have a separate briefing area for the media where they can be addressed by the club or training centre representative

4.4 Safeguarding and Welfare

If the Club is contacted by the Police or Children's Services concerning information received or a complaint made by or about a member, visitor or guest we will contact The club member with designated responsibility for this area (See club notice board.) Where necessary also contact the RYA Safeguarding Manager as soon as possible for further guidance and support.

4.5 Dealing with relatives or aggrieved parties

It is important to be sympathetic with these people, without admitting liability. Remain calm and say that every effort is being made to mitigate the effects and that the appropriate authorities, with whom you are co-operating, are investigating the incident.

4.6 Fatalities

If there has been a fatality the police will inform the next of kin, similarly with injured people when a criminal offence or traffic collision occurs. Do not publicise the name/s of the casualty/casualties until you know this has been formally carried out by the Police, even if the press appear to know who it is.

4.7 Dealing with the Press

- a. If contacted by the press or other media representative, the initial response is to acknowledge that an incident has occurred and that the club will issue a press statement as soon as possible.
- b. Direct statements and interviews are to be avoided unless authorised.
- c. The nominated person may produce a written statement that you can give to the press, e.g. "The Burntisland Sailing Club regret to announce the death of a member who fell overboard ...When/Where. We extend our deepest sympathy to the relatives. A full statement will be issued at 2pm tomorrow." (Give yourself time to collate the information).
- d. If it becomes necessary to give an interview, unless confident in being able to cope with unexpected questions, it is better to read from a prepared statement, If the incident is attracting attention from the national media, call the RYA Communications Team for advice.
- e. Don't hold a press conference.
- f. Decide who will speak to the press.
- g. Do not allow well-meaning but ill-informed members to make public comments.
- h. Try to keep a record of whom you have spoken to, who has contacted you etc.

4.8 Notifications

If it is water-based incident, you must inform the Marine Accident Investigation Branch (MAIB) within 24 hours. If it involves work-related fatal or major injury you must inform the Health and Safety Executive.

4.9 Closure

- a. The primary phase of the incident is closed when any injured parties have been moved from the location and all property damage has been secured so that it no longer presents a danger to club members or the public.
- b. A meeting should be held with all those involved in the handling of the incident and any experts who may be required (legal, insurance, structural etc.).
- c. This meeting should finalise all records of the event and determine any follow up action that may be required.
- d. A record should be made of lessons learnt and a plan developed for implementing ways to improve procedures and the major incident response system.

4.10 Emergency Checklist (Protect Lives)

- a. Provide emergency first aid if necessary.
- b. Protect individuals from further harm.
- c. Secure the scene of the incident and ensure the safety and physical/emotional wellbeing of those involved.
- d. If lives are at risk contact emergency services.
- e. Isolate the cause of the incident. (e.g. turn off electricity, isolate gas.)
- f. Clear the water of boats as necessary, while you deal with the incident.

4.11 Emergency Checklist (Take Control)

- a. The Officer of the day (OOD) will take immediate charge of the situation and inform the appropriate emergency services as necessary.
- b. They may then delegate an appropriate member to act as Incident Co-ordinator until the emergency services arrive.
- c. When advised of an emergency situation, act as quickly, calmly and as effectively as possible.
- d. If there is a fatality, the prime responsibility for notification of next of kin lies with the Police, similarly with injured people when a criminal offence or traffic collision occurs.
- e. Maintain a record of key information and actions using the Incident Log.
- f. Retain all equipment such as boats, lifejackets, safety equipment etc. involved in the incident in an unaltered condition so that an investigation can take place.
- g. Protect and ensure the welfare of all those involved and any witnesses.

4.12 Inform Agencies

- a. Make sure you have the following information: what the problem is, your location, how many are involved, when it happened.
- b. Liaise with the local Police to ensure that parents and relatives of any injured persons are contacted quickly in order to precede the press or social media.
- c. Notify the relevant RYA Senior Manager and Communications Team.
- d. Do you need to contact other agencies? Police, Local Authority, Harbour Master, environment agency; electricity, water or gas suppliers?
- e. In the UK, if it is a water-based incident on a coded vessel, you are legally required to inform the Marine Accident Investigation Branch (MAIB) at the earliest opportunity. For non-coded boats this is recommended but is not a legal requirement. If the incident involved a work-related fatal or major injury, you must inform the Health and Safety Executive.

4.13 Media Response

- a. Appoint one person to deal with the media; this person will be designated as the only person to make any public statements to the media.
- b. Manage any media that are onsite - if relevant provide a room or area away from the witnesses, victim's relatives and other participants.
- c. Contact the RYA Communications Team for assistance and guidance with handling the media.
- d. Only reveal names of any victims/casualties once advised by the Police that it is alright to do so. Families do not want to hear of an incident through the press or social media.
- e. Do not get drawn into speculating about causes, blame or possible outcomes.
- f. If necessary the RYA Communications Team can arrange interviews or a local press briefing; larger incidents may require a formal press conference.
- g. Remember - declining an interview or saying "no comment" will almost certainly look like you have something to hide. It is far better to give a factual response such as "It would be inappropriate to comment further until we've had the opportunity to consider all the factors contributing to this incident."
- h. Never lie to the media about something you know to be true.
- i. "Pity, Praise and Promise" is a tactic that can be used even when little is known about the crisis. You should express sympathy for those caught up in the incident; praise those who are helping in the recovery - they may be your members or the emergency services; and finally promise to get to the bottom of the problem, to participate in any investigation and use your best efforts to put systems in place to minimise the risk of it happening again.

4.14 Post Incident

- a. Pass your Incident Log Sheet to the Club Secretary.
- b. Complete the Accident or Near Miss form accordingly.
- c. Arrange a debrief of all participants if possible.
- d. Arrange to meet welfare needs (e.g. counselling) or rewards.
- e. Use information gained from the debrief to review and update your Emergency Action Plan

4.15 Emergency Contacts

An updated list of emergency contacts is kept on the club notice board.

4.16 Emergency Incident Log

Blank copies to be used in an emergency are kept in the Incident folder in the clubhouse.

Section 5

Risk Assessment

5.1 Process

The Club's risk assessing process consists of 5 steps:

Step 1: Identify the hazards, their likelihood and impact

A hazard is 'something with the potential to cause harm' and a risk is 'the likelihood of that potential harm being realised'. Hazards can be identified by using a number of different techniques such as walking round the club, compound, pontoons, or asking members.

For each hazard identified ratings of both likelihood and impact are assigned:

Likelihood	Rating	Impact/ Consequence	Rating
Rare	1	Negligible	1
Unlikely	2	Minor	2
Possible	3	Moderate	3
Likely	4	Major	4
Almost Certain	5	Catastrophic	5

The product of the likelihood and impact gives the risk rating.

		Impact/Consequences				
		negligible	minor	moderate	major	Catastrophic
Likelihood	almost certain	5 medium	10 high	15 extreme	20 extreme	25 extreme
	likely	4 medium	8 high	12 high	16 extreme	20 extreme
	possible	3 low	6 medium	9 high	12 high	15 extreme
	unlikely	2 low	4 medium	6 medium	8 high	10 high
	Rare	1 low	2 low	3 low	4 medium	5 medium

Step 2: Decide who might be harmed and how

Once we have identified a number of hazards we need to understand who might be harmed and how, such as 'members using club equipment', or members of the public.

Step 3: Evaluate the risks and decide on control measures

Having looked at the hazards we can either remove them completely or put in measures to control the risks so that injury is unlikely.

Step 4: Record our findings

Our findings should be written down; and by recording the findings it shows that we have identified the hazards, decided who could be harmed and how, and it also shows how we plan to reduce the likelihood and impact of these risks by introducing appropriate control measures.

Step 5: Review our assessment and update as and when necessary

5.2 Yacht Racing Risk Statement

Rule 4 of the Racing Rules of Sailing states: 'The responsibility for a boat's decision to participate in a race, continue to race is hers alone.'

By taking part in an event, each competitor/sailor agrees and acknowledges that:

- a) They are aware of the inherent element of risk involved in the sport and accept responsibility for the exposure of themselves, their crew and their boat to such inherent risk whilst taking part in the event.
- b) They are responsible for the safety of themselves, their crew, their boat and their property whether afloat or ashore.
- c) They accept responsibility for any injury, damage or loss to the extent caused by their own actions or omissions.
- d) Their boat is in good order, equipped to race and they are fit to participate.

5.3 Cruising Risk Statement

Sailing, by its nature, is an unpredictable sport and therefore inherently involves an element of risk.

When cruising members are reminded to be aware of the following guidance issued by the RNLI

Six Tips for Safe Trips

1. Wear a lifejacket
2. Get Trained
3. Carry a means of calling for help
4. Check engine and fuel
5. Tell others where you are going
6. Check weather and tides

For more advice, go to RNLI Coastal Safety at [completeguide.rnli.org](https://www.completeguide.rnli.org)

5.4 Risk Register and Analysis

The following areas are to be continually assessed for hazards and the control measures shared with all members.

Access and use of Compound and Car Park

Access and use of Clubhouse and Bridge

Access and use of Pontoons

Access and use of Moorings

As the Risk Assessments will be updated at the beginning of each year they are not contained in this booklet. These updates will be sent out to all members as a matter of course, and if it is necessary to further update them during the year these will also be made available to members.

5.5 Specific Risk Assessments

When necessary The Club prepares a number of specific Risk Assessments and Method Statements (RAMS) on behalf of the members in a range of activities.

These RAMS include activities such as Crane In, Crane Out, Lifting yachts into/out of compound, Retrieving a sunken yacht in mooring area, Pontoon lift into and out of dock area and Mooring anchors and chains placed in mooring area.

**Please help to keep yourself and others safe by following
this Safety Management System.**

END