



LIVERPOOL VICTORIA ROWING CLUB - EVENT EMERGENCY RESPONSE PLAN

Head of the Float at West Float, Wallasey/Birkenhead

**Saturday 30th November 2019 (under British Rowing Rules
of Racing and RowSafe)**

1. Expectations

1.1 Everyone is expected to:

- Understand and, in an emergency, follow the Event Emergency Response Plan
- Follow the instructions of organisers and officials
- Report any incident or condition that could give rise to an emergency to the Event Organisers
- Report incidents and near misses to British Rowing

1.2 Event Officers and the Organising Committee are expected to:

- Use the event's Risk Assessment to produce the Event Emergency Response Plan
- Provide information about the Event Emergency Plan to all involved in the event and make it available. The plan includes:

2. Accident and Emergency Procedures

- 2.1 An incident on the water will be notified by an Umpire to Race Control via VHF Channel 1, who will liaise with the Event Rowing Safety Advisor to send the nearest Safety Boat (on VHF Channel 2) to the incident. If the incident is of a minor nature, then the Umpire will use 'PAN/PAN' and if life-threatening 'MAYDAY/MAYDAY'. Radio silence will be observed until Race Control advises that the incident has been cleared and racing can then continue.
- 2.2 If participants require removal from the water to the First Aid Point in the boathouse, then a Safety Boat will be used to carry them. If the incident is on land, then the First Aid team should be notified in person or via VHF radio on Channel 1. Casualties will be taken to the First Aid Point, or the First Aider will attend them on site.
- 2.3 Following assessment by the First Aid team, a casualty may be transferred to hospital. The First Aid team will assess whether the casualty should attend the Minor Injuries Unit at Victoria Central Hospital (Mill Lane, Wallasey CH44 5UF), or Accident and Emergency at Arrowe Park Hospital (Arrowe Park Road, Upton CH49 5PE, tel: 0151 678 5111).

3. Location of the Event

- 3.1 West Float, Birkenhead. Ambulance access point, main gate to Liverpool Victoria Rowing Club boathouse, on Wallasey Bridge Road (CH41 1EB), Latitude 53.4106986257 N, Longitude -3.0544540062 W. OS Grid Reference 330071 Easting, 390919 Northing.

4. Emergency Telephone Numbers

- 4.1 There is a telephone in the Liverpool Victoria Rowing Club boathouse lobby and in Race Control, on the first floor of the boathouse (0151 639 0354).

5. First Aid Point/Transport

- 5.1 First Aid Point is on the first floor of the Liverpool Victoria Rowing Club boathouse. It will be staffed by a rota of First Aiders from Liverpool Victoria Rowing Club, with a qualified First Aid team consisting of an Accident and Emergency SRN and qualified Ambulance Paramedic. The Ambulance Paramedic will have her Emergency Bag available. There is a dedicated 'warm room' on the ground floor of the boathouse, with a shower, within which participants suffering from cold/immersion can be warmed.
- 5.2 Transport to the First Aid Point from the racing course will be by Safety Boat.

6. Safety Boats

- 6.1 There are three (plus one in reserve) Safety Boats, a mixture of RIB and rigid hulls, provided by the Sea Cadets, Sea Scouts, Runcorn Rowing Club and Liverpool Victoria Rowing Club. All launch drivers are RYA Level 2 and above and all are equipped with VHF radios on Channel 2. Safety Boats are managed by the Event Rowing Safety Advisor and in addition, the Sea Cadets senior officer is equipped with a VHF radio on Marine Channel 22. All Safety Boats are equipped with 2 way radio, mobile phone, throw line, 9 foil blankets, towing line. First Aid will be provided by rapid evacuation of a casualty to the First Aid team in the boathouse.

7. Monitor Positions

- 7.1 In addition to Umpire positions at the Start/Finish (Duke Street on the north side of the West Float, 1200m from the boathouse) and Start/Finish (Lewis's Quay on the north side of the West Float, 100m from the boathouse), there are Monitor positions at UML (on the north side of the West Float, 200m from the boathouse) and at the second corner by TAG Scaffolding (on the north side of the West Float, 800m from the boathouse).

- 7.2 All Umpires are equipped with VHF radios on Channel 1 to communicate with Race Control. In the event of an incident, 'PAN/PAN' will be used to summon Safety Boat assistance via the Event Rowing Safety Advisor and to notify Race Control. If the incident is life-threatening, 'PAN/PAN' will be replaced by 'MAYDAY/MAYDAY'.
- 7.3 Safety Boats are equipped with VHF radios on Channel 2. The Event Rowing Safety Advisor is equipped with two VHF radios on Channel 1 and Channel 2. The ERSA is also in contact with the Sea Cadets Manager, who is equipped with a VHF radio on Marine Channel 22, in order that communication can be maintained with the Alfred Dockmaster, who controls shipping movements in the West Float.

8. Fire Procedure

- 8.1 In the event of a fire in the boathouse, those discovering the fire should activate the fire alarm (points throughout the building). All occupants of the building should leave immediately through the nearest available fire exit (at the base of each staircase at the front and rear of the building, clearly marked with a green running person).
- 8.2 All occupants should return to their club trailer for a roll call or if from Liverpool Victoria Rowing Club to the Fire Assembly Point under the notice on the corner of the neighbouring warehouse nearest the main access gate for a roll call.
- 8.3 The Event Rowing Safety Advisor will call the Fire Service on 999. The Club Chairman/Event Rowing Safety Advisor will liaise with all competing clubs' coaches to ascertain the whereabouts of all competitors and liaise with the Chief Fire Officer in attendance.
- 8.4 Any fire should not be tackled unless it is minor in nature and there is a low risk of personal injury. It is important that fire extinguishers are only operated by those with experience in their use. All participants must follow all instructions given by Fire Service Personnel.

9. Bomb Warning or Incident

- 9.1 In the event of a bomb warning being notified to the Club, or the discovery of a suspect device, those discovering the device or receiving the call, should activate the fire alarm (points throughout the building). All occupants of the building should leave immediately through the nearest available fire exit (at the base of each staircase at the front and rear of the building, clearly marked with green running person).
- 9.2 All occupants should return to their club trailer for a roll call or if from Liverpool Victoria Rowing Club to the Fire Assembly Point under the notice on the corner of the neighbouring warehouse nearest the main access gate for a roll call.
- 9.3 The Event Rowing Safety Advisor will call the Emergency Services on 999. The Club Chairman/Event Rowing Safety Advisor will liaise with all competing clubs' coaches to ascertain the whereabouts of all competitors and liaise with the Chief Fire Officer/Senior Police Officer in attendance.
- 9.4 Any suspect package should not be moved or touched. All participants must follow all instructions given by Police or Fire Service Personnel.

10. Chemical Incident at Lewis's Quay

- 10.1 In the event of a chemical incident at the adjoining United Molasses tank farm, the Chair of the Organising Committee will be advised by telephone by the Site Manager at the tank farm.
- 10.2 All participants will be advised by the Public Address system and megaphones, to leave the trailer and car park area and to congregate in the Liverpool Victoria Rowing Club boathouse, under cover. The boathouse can accommodate 400 people. All doors and windows will be closed, as appropriate.

10.3 The Chair of the Organising Committee will liaise with the Site Manager at the tank farm or the Emergency Services, as appropriate and will be advised by them, when it is safe to re-commence racing.

Event Emergency Response Plan for	Head of the Float 2019		
Date	Saturday 30th November 2019		
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Emergency Response Plan Version	12/09/19 v1	12/09/19 v2	24/11/19 v3