



Concord & Ryde Sailing Club Inc.  
Corner Waterview St. & Yaralla Rd.  
Putney, NSW 2112

# **Concord & Ryde Sailing Club**

## **Risk Management Policy**



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## 1. Introduction

The CRSC strives to achieve a high standard of risk management commensurate with our limited capabilities as a wholly volunteer, not-for-profit, organisation. The way we manage risk is defined in our Risk Management Policy and in our Standard Operating Guidelines (SOGs).

The Risk Management Policy describes our objectives, our overall strategy and contains a number of individual policies – in other words, *what* we aim to achieve. It is intended to be a relatively static document.

The Standard Operating Guidelines contain more detail of *how* we will achieve our objectives. They are intended to be instructive and dynamic. They are modified and expanded on an ongoing basis, as situations change and new needs arise.

These documents complement each other and work alongside each other in a logical and synergistic way. Together, they form the backbone of our Risk Management System.

## 2. The Club's Objectives

- I. To provide a fun, healthy and safe sporting environment for people of all ages to enjoy the sport of sailing.
- II. Ensure that safety and well-being are considered in all Club activities, on and off the water, and that risks to participants, officials, the public and Club property are minimised.
- III. Ensure that all those taking part in Club activities are aware that they do so at their own risk and that they too have a duty of care to act responsibly and help provide a safe environment for all.
- IV. While the Club strives to minimise risk to participants and Club property, we must ensure that our risk management system is practicable and realistic and that Club liability arising from incidents or injuries is minimised.

## 3. Principles of Risk Management

Where appropriate, the CRSC follows Australian Sailing's "Club Risk Management Handbook" and their other guidelines. Under the law, we have a duty of care to:

- Our members
- Competitors
- Spectators
- Coaches, instructors, officials
- Volunteers
- The general public



This duty of care includes all operations of the Club, including sailing activities on the water. Potential risks must be identified, mitigated as far as possible and managed, as described below.

#### Providing Warnings

Under some state-based legislation (such as the NSW Civil Liabilities Act), if we provide a reasonable risk warning, we may not be liable for harm that befalls someone. The warnings must be reasonable and must identify the general nature of the risks. However, in some cases, a warning alone may not protect us.

#### Positive Mitigation Action

This can be as simple as regular checks and maintenance of equipment and infrastructure. This must be a formal process, such as a regular inspection against a documented check list. These checklists must be kept as evidence that the inspections were carried out.

We also have an additional requirement to ensure (as far as reasonably possible) that the sporting "field of play" is safe. This would include making sure that the Race Committee is aware of things like Bureau of Meteorology strong wind or storm warnings, communicating these to the participants and managing the sailing activities accordingly. The Race Committee and/or the Duty Officer, has the authority to abandon a race for any class, at any time, if it considers that safety is in any way being compromised.

#### Positive Remediation

Included here are things like having First Aid Kits and defibrillators on site, in working order and having trained people who know how to use them. Cardiopulmonary Resuscitation (CPR) posters and emergency contact numbers should be prominently displayed.

#### Incident Management Plan

This is basically a plan of what to do should something harmful happen. The CRSC Incident Management Plan is defined in Standard Operating Guideline No. 16.

#### Awareness

Every club member needs to know that the Club has a Risk Management System and be aware of their own responsibilities and liabilities. From time to time, induction training is required. This is itemized in the relevant SOGs.

#### Insurance

This is the final backup plan. When all else fails and a problem arises, it will be the insurance company to whom we turn. However, this cannot be relied upon as an excuse not to engage proactively in risk management. It is important that we have regular contact with our insurance brokers to ensure that we are meeting our insurer's requirements.

## **4. Risk Management Strategies**

- I. A Risk Management Officer is appointed at each Annual General Meeting to oversee our management of risk.
- II. Club activities are planned with proper consideration given to the implementation of suitable safety measures.



- III. We ensure that the CRSC Risk Management Policy and the SOGs are available to all members, on the CRSC website and in hard copy in the Club House itself. Members are made aware of their existence and urged to familiarise themselves with the contents.
- IV. We communicate with our members on an ongoing basis to reinforce the risk management process and to make members aware of changes to risk management practices.
- V. We maintain the Club House, the walkway and the rigging area in a safe condition, thereby minimising risks to users.
- VI. We raise members' awareness of safety and thus the reduction of risk to themselves and others in using, handling, storing and rigging sailing boats, motor boats and other equipment. This is achieved through the SOGs and by training.
- VII. We maintain documents, the Log Book and Incident and Injury Reports, which record incidents and actions taken to reduce them (see SOG 4. for details). This is to help us learn from incidents and improve our Risk Management System.
- VIII. Ongoing identification and control of potential hazards by hazard identification and risk analysis.

## **5. Risk Management Policies**

### (a) Record Maintenance Policy

*Log Book.* The Log Book is to be completed every time the Club House is used. Usage includes all training sessions, meetings of the Club or sailing associations, working bees, every sailing event and also participation by the Club in local events held in the park or surrounding area. The Log Book will normally be completed and signed by the Principal Race Officer, the Duty Officer, or by the organiser of the event.

Details of the weather conditions for each race held. Any on-water and off-water incidents, as well as injuries and first aid treatment given, are to be recorded. The signature(s) of the relevant person(s) is required in the spaces provided.

*Incident and Injury Report.* The Risk Management Officer (or delegate) will prepare a written Incident and Injury Report (see SOG 4.) for any serious incident, which is defined as:

- Injuries requiring professional medical attention
- Damage to the Club's property which is serious enough to be claimed on insurance
- Near-misses which could have resulted in serious injury or damage leading to an insurance claim
- Any incident which we can learn from to enhance our management of risk within the CRSC



*Risk Management Report.* This is presented at each Management Committee meeting, where required.

*Risk Management Articles.* These, on an as needs basis, are included in editions of “Up The River” provided to all members of the Club.

(b) Membership Awareness Policy

On joining and/or paying annual subscriptions, members sign a statement acknowledging their liability for their own personal safety and an understanding of the Clubs Risk Management System, key elements of which are set out in the Year Book sent to every member before the start of each sailing season.

(c) Club House, Walkway and Equipment Maintenance Policy

The following steps are taken to maintain the Club House, walkway, club-owned boats and equipment in a safe and usable condition

*Club House Official.* This person is appointed at each Annual General Meeting to maintain the Club House and equipment in a safe and usable condition.

*Working Bees.* These are organised by the Club House Official and held at least twice a year, one prior to the beginning of the season and one other during the sailing season. They are also held on other occasions for specific tasks that may require attention.

*The Principal Race Officer.* His or her duty includes ensuring the support boats are maintained, serviced and equipped so that they are effective in support operations.

(d) First Aid Policy

A first aid kit is kept in the Club House with signage to indicate its location. First aid kits are also carried on-board the main support vessels (Concord 2 and Concord 3).

A list of certificated First Aid Officers is prominently displayed in the Club House on the noticeboard.

A defibrillator is installed on the wall by the entrance to the Canteen.

It is Club policy that all first aid incidents are noted in the Log Book.

Emergency numbers are located on a notice above the defibrillator with details of the exact location and directions to the Club House. A copy is contained in the Club first aid kit. Similar notices are contained in the first aid kits of Concord 2 and Concord 3.

(e) Privacy Policy

We recognise our responsibilities under the provisions of Australian privacy legislation, as amended from time to time, and our commitment to safeguarding members’ personal information. We recognise members’ rights to access and to correct personal information held on file by the Club.



We collect members' personal information when they join and when they pay their annual subscriptions. This information enables us to provide sailing facilities and a sailing environment commensurate with members' needs. We do not collect information that is "sensitive personal information" as defined by the Privacy Act.

#### *Providing Information to Other Organisations*

Personal information is treated as confidential and is generally only used for the purpose for which it is collected. In certain circumstances we may need to provide members' personal information to associated sailing bodies such as Australian Sailing. Statistical information based on members' personal information may be used in dealings with these and other related sailing organisations, with bodies such as Roads and Maritime NSW and with other government departments. Information is only provided to these organisations to the extent required by law, to the extent necessary to protect members' interests in the sport of sailing, or through obligations arising from affiliation with associated sporting bodies.

#### *Information we are required to send to Members*

Under our Constitution we are required to send members certain information, such as notices of meeting, elections and changes to our constitution. As we are legally obliged to provide this detail to members, it is not possible for them to be excluded from receiving it.

#### *Members' Rights to Access Information*

Under the Privacy Act members have the right to access personal information we hold about them. Where we incur a cost in providing it to members this cost may be passed on to them. If the information is incorrect, members have the right to require us to amend it.

#### *Accuracy of Information*

We rely on the accuracy of the information members provide. If members believe or know that the information is incorrect, out of date or incomplete, they should advise the President, Registrar, Secretary or Treasurer who will make reasonable efforts to correct it.

#### (f) Member Protection Policy

In line with government legislation as amended from time to time, the Club Committee will appoint a Member Protection Officer (MPO).

The MPO will be a point of contact for Club members in relation to harassment or inappropriate behaviour they consider they may have suffered. The MPO will also be responsible for managing the Club's Child Protection system.

Duties and responsibilities will be those set down in the relevant legislation.

#### (g) Child Protection Policy

Our aim is to provide a safe environment for all children at our Club. We recognise our responsibility to protect children sailing at our Club from abuse by complying with the Child Protection Guidelines established within New South Wales under the Child Protection (Working with Children) Act, as amended from time to time.



Our designated Member Protection Officer is responsible for reporting any allegations of child abuse to the local branch of the relevant State Government department and the NSW Police Service.

When children participate in our training or regular sailing activities, our trainers must have a valid “Working With Children Check”. Copies of the WWCC certificate must be sent to our Member Protection Officer in advance. A list of members certified with WWCC is displayed on the Club noticeboard by the boat ramp.

Parents are required to provide details of any medical or physical condition present in their child of which the Club should be aware.

#### (h) Support/Rescue Boat Policy

A list is maintained of approved power boat drivers (ABDs). Certification is by the Principle Race Officer. This list is recorded in SOG 3.

The aim is to have two support boats, with competent crews, on the water, every race day. These boats should remain within the sailing course area during each race as much as possible.

#### (i) Severe Weather Policy

The Racing Rules of Sailing (RRS) state: “The responsibility for a boat’s decision to participate in a race or to continue racing is hers alone”. All boats entering CRSC races do so by signing a declaration to be bound by the RRS. No member of CRSC has either the authority or the responsibility to tell any other member whether they must race or not.

CRSC will ensure that it monitors approaching weather, by whatever means it deems suitable. The Race Committee and/or the Duty Officer has the power and the responsibility under our duty of care to abandon a race for any class, at any time, if it considers that safety is in any way compromised.

Consideration will always be given to abandoning the race before boats begin competing. In general, a race should be abandoned, rather than shortened, to enable all boats to get off the water sooner and to make it fairer for all competitors.

For abandoning a race, CRSC will follow the Racing Rules of Sailing (Code Flag “N” and three sound signals) and should display three Code flag “N”s, two on poles for rescue boats and one on the club flagpole.

If their own safety is not compromised, rescue boats should remain on the water and in poor visibility should reduce speed. They should proceed directly to the course extremes and work back through the fleet to the Club House. Particular attention should be paid to dangerous lee shores such as the Ryde Road Bridge abutments in a south east wind and Ferry/Rivercat traffic.



A roll call should be taken to ascertain the whereabouts of all sailors. After severe weather has abated, competent sailors should be taken out to undamaged boats whose crews are unable to sail back. This allows for rescue boats to concentrate on retrieving injured or distressed people and disabled craft.

#### (j) Policy on Public Liability Insurance

The Club has \$10 million public liability insurance in place for the Club premises. It is mandatory under the lease held with Roads and Maritime NSW and is incorporated in the Fire and Other Risks insurance policy. \$10 million public liability insurance is also held on the Club-owned power and sailing boats. This is a prerequisite for obtaining an aquatic licence from Roads and Maritime NSW.

Individual boat owners who sail at the CRSC are required to take out third party public liability insurance to a minimum value of \$10 million per boat.

#### (k) Beach Marshall Policy

On some special occasions, such as “Discover Sailing Days”, Beach Marshalls may be appointed temporarily to help ensure the safety of participants. Beach Marshalls are the delegated representatives of the Duty Officer and should have attained a reasonable standard of skill around boats and be able to assist in the on-beach aspects of sailing. The focus of the role is the management of risk and the safety of all involved in these activities, including the following responsibilities:

- Ensuring that the Club rules are followed
- Organising getting boats in and out of the Club House
- Checking that lifejackets, footwear, clothing etc are adequate
- Assistance in rigging boats correctly
- Handling boats into and out of the water
- Enlisting parents help as necessary
- Demonstrating how to wash and put gear away safely (e.g. no protruding objects)
- Checking Club boats before launching for integrity of rigging and bungs etc.
- Paperwork relating to membership applications, training fees and indemnity declarations etc

The Beach Marshall needs to make spot decisions with the authority of the Committee/Duty Officer as appropriate to the circumstances for off-water safety. It is preferable that the Beach Marshall is a parent of a trainee or cadet and is a Club member, familiar with our facilities and operations

#### (l) Lifejacket Policy

It is a strict condition of membership of the CRSC that any person, of any age, must wear a lifejacket at all times when on the water. This applies to sailing boats, support vessels and any other sort of watercraft associated with Club activities. Lifejackets must be a minimum standard of 50S (formerly PFD 3), of a size suitable for the wearer and in good condition.



Members should provide their own lifejackets but Club lifejackets are available for loan, if needed.

Every member of the Club has a duty of care to challenge a person not following this policy. If the person refuses to comply, the Duty Officer, the Principal Race Officer or, in their absence, any Committee Member, is authorized to disqualify the person from racing and from using Club boats. That person will then be referred to the Executive Committee for possible expulsion from the Club.

Lifejackets must be inspected regularly and any which are damaged must be repaired or discarded. Inspections should be recorded on the Lifejacket Inspection Register attached to the lifejacket storage racks.



## APPENDIX

### Risk Analysis

In order to prioritise risk management actions, a standard “Likelihood/Consequence” risk assessment matrix was employed, in accordance with Australian Sailing guidelines.

#### Likelihood

LEVEL	DESCRIPTOR	LIKELIHOOD
A	Almost certain	Will probably occur once in a year. Could occur several times a year.
B	Likely	High probability of occurring once in a year.
C	Possible	Reasonable likelihood that it might occur in a five-year period.
D	Unlikely	Could occur over a five to ten year period.
E	Rare	Very unlikely but not impossible to occur once in fifteen years.



## Consequence

LEVEL	DESCRIPTOR	CONSEQUENCE
5	Catastrophic	One or more fatalities. Large scale environmental damage. Damage to the facilities costing \$1 million or more. Substantial reputational damage on an ongoing national scale
4	Major	Permanent disabling injury to a Club member. Injury to a member of the public. Vessels lost or damaged beyond repair. Significant environmental damage. Reputational damage on a national scale.
3	Moderate	Serious reversible injury requiring medical treatment. Substantial but repairable damage to vessels. Reversible environmental damage. Short-term adverse media attention.
2	Minor	Reversible temporary injury requiring medical treatment. Damage to equipment that requires repair. A number of minor injuries requiring first aid treatment.
1	Negligible	First aid injury. Minor damage to equipment.



Risk Matrix

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
	1	2	3	4	5
<b>Almost Certain</b> A	Moderate risk	High risk	High risk	Extreme risk	Extreme risk
<b>Likely</b> B	Low risk	Moderate risk	High risk	Extreme risk	Extreme risk
<b>Possible</b> C	Low risk	Moderate risk	High risk	High risk	Extreme risk
<b>Unlikely</b> D	Low risk	Low risk	Moderate risk	High risk	High risk
<b>Rare</b> E	Low risk	Low risk	Low risk	Moderate risk	Moderate risk



Risk Assessment Tables: OFF-WATER

Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Injury to sailors/non-sailors from equipment in park.	Possible	Minor	Medium	Stow all gear, keep Pathway clear and set up walkways.	Low	Every Member +	Class Captains to enforce
Incorrect/insufficient personal info. given by parents on junior trainee sailors	Possible	Minor	Medium	Detailed application form required for all junior trainee sailors.	Low	Parent	Training Officer
Insufficient fire safety measures in place in Clubhouse.	Possible	Catastrophic	Extreme	Extinguishers checked every season. Always accessible. Egress Exit Point signs. No smoking. Deck door always open. Multiple hose points.	Medium	Club House Officer.	
Unsuitable storage of rescue/safety gear, resulting in poor repair and failure when required	Rare	Moderate	Low	Current storage racks sufficient. Boat Storage Officer appointed.	Low	Boat Storage Officer. Duty Class	
Access to Club in disrepair/unsafe condition	Unlikely	Moderate	Medium	Check and fix. Regular working bees. Club House Officer appointed.	Low	Clubhouse Officer	
Risks associated with use of club social facilities by members and guests	Unlikely	Moderate	Medium	Clear walkways, tables/chairs stored, Club House cleaned, no smoking. Ensure Public Liability is in place.	Low	Clubhouse Officer. Social Coordinator.	Clubhouse only used for official, supervised activities.
Environmental damage/liability from inappropriate maintenance of drainage and effluent	Unlikely	Moderate	Medium	Ongoing maintenance reporting. Inspect twice yearly	Low	Clubhouse Officer	



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Insufficient attendance to spills and breakages causing injury	Possible	Minor	Medium	Clean up after sailing. Bins in place. Plastic/cans are alternatives to glass.	Low	Duty Class. Canteen staff.	
Parents abusing or harassing officials due to dissatisfaction with procedures or results	Rare	Insignificant	Low	Year Book contains Club Rules and General Information. Possible Protest.	Low	Parent, Race Officials. MPO	Can engage Protest Committee.
Appointment of inexperienced race officer resulting in poor decisions	Rare	Insignificant	Low	More than one competent Race Officer.	Low	Race Committee	
Insufficient support for starter with too many responsibilities and possible subsequent neglect of duties	Possible	Minor	Medium	Ship to shore communication. Two persons on Start boat. Duty Class to provide crew.	1	Principal Race Officer (PRO). Duty Class	
Appointment of unqualified or incompetent coaches and volunteers resulting in poor instruction	Rare	Minor	Low	Use of qualified Training Officers. Ensure constant supply	Low	Training Officer	
Insufficient supervision of juniors	Possible	Minor	Medium	Maintain supervision while Training Class is in progress. Ensure sufficient members present to do this.	Low	Training Officer and Parents.	
Poor promotion of emergency procedures	Unlikely	Moderate	Medium	Emergency numbers on display. Exit and Egress signs noted including Fire Extinguishers.	Low	Risk Management Officer. Class Captions	Every Member



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Lack of trained or qualified first aid officers resulting in poor injury treatment	Possible	Major	High	List of Qualified First Aid Officers and Nurses maintained. Plus emergency numbers displayed.	Medium	Risk Management Officer.	Maintained in Canteen.
Poor communication to emergency service/s re location and access to Club resulting in delay of emergency treatment	Rare	Major	Medium	Correct and precise telephone communication to appropriate Emergency operator. Details displayed in Clubhouse.	Low	Caller/Canteen Co-Ord/Duty Class member.	Telephone is located at Canteen.
Lack of first aid equipment readily available to treat injuries or accidents	Possible	Minor	Medium	First Aid Kit is at eye level in canteen. Checked each Race Day. First Aid Kits on support boats.	Low	Canteen Co-Coordinator / Duty Officer	
Injury to members/parents and public colliding with empty rescue boat trolleys	Rare	Insignificant	Low	Club Rules. Locate trolleys out of thoroughfares and off beach. No trolleys below walk way.	Low	Owner/Member Beach Marshall	Training Officer
Injury/damage from falling rigging/boats overturning in rigging area	Unlikely	Minor	Low	Caution in Windy Conditions. Assistance should always be sort.	Low	Owner	
Injury/damage caused by gear left in rigging area	Rare	Insignificant	Low	Check before launching boats.	Low	Class Captain	
Injury from nails/splinters/no rail on walkway	Possible	Minor	Medium	Nails replaced with Screws. Maintenance and working bees No running on Walkway and Proper footwear. Club rules.	Low	Clubhouse Officer Risk Management Officer	



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Injury/damage caused in cleaning boats	Rare	Insignificant	Low	Establish and advise minimum number of persons required to clean/hold boats	Low	Class Captain/Duty Class/Owner	
Loss of gear from rigging area while sailing	Possible	Minor	Medium	Gear to be stored and locked in Vehicle. Safety Box in Club.	Low	Owners. Canteen Manager	Personal safety.
Injury/damage from moving vehicles in park	Rare	Minor	Low	Established 5kph speed limit. Challenge dangerous driving.	Low	All	
Injuries from any sharp objects on beach	Possible	Minor	Medium	Footwear must be worn. Beach to be inspected each week.	Low	Training Officer, Duty Class Captain	
Injury/damage from erecting /removing flag pole on walkway	Rare	Insignificant	Low	Lift Pole provided to stow Flag Pole. Use of light Aluminium pole. Consider relocating brackets on inside of balustrade	Low	Duty Class	
Injury/damage caused retrieving/ stacking and rigging training boats	Possible	Minor	Medium	SOG 7. prepared to provide safe procedures.	Low	Risk Management Officer	
Injury from or damage /loss of gear from training boats due to failure to clean satisfactorily	Likely	Minor	Medium	Check boat condition before returning to storage. Trainee to record necessary repairs or replacement parts on notice board in junior boat storage area.	Low	Training Officer, Spiral Class.	
Injury/burns from petrol	Rare	Minor	Low	Only adults to handle petrol	Low	Duty Officer, Training Officer	



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Covid 19	Possible	Major	High	The CRSC strictly follows all guidelines and requirements issued by the NSW Govt. Our response is regularly updated as the regulations change.	Medium	Treasurer and all members	Treasurer monitors NSW Govt. websites

### Risk Assessment Tables: ON-WATER

Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Insufficient/untrained personnel driving power boats	Likely	Moderate	High	Sign on/off Register for all boat drivers. SOG 3 written and enforced.	Low	Principal Race Officer or Duty Officer.	Refer SOG 3.
Poor fleet tracking resulting in missing boats, poor race management or incorrect results.	Rare	Major	Medium	Limited sailing Area. Two support craft on the water. Viewing from Clubhouse. Sign on/off system.	Low	Finishing Panel. Rescue boat crews.	
Injury boarding or disembarking from rescue boats	Possible	Minor	Medium	Instruction and assistance for novice and Children. Non-slip decking fitted to boat ramp	Low	Risk Management Officer.	Completed
Failure to realise lack of or incorrect safety equipment on training boats	Possible	Minor	Medium	Boat driver carries out pre-launch safety check	Low	Boat driver or Training Officer	See SOG 3.



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Failure, lack of, or incorrect safety equipment on other boats.	Unlikely	Minor	Low	Possible Protest. Club Rules. Sailor's responsibility.	Low	Class Captain	Owner is ultimately responsible
Injury while launching and retrieving boats from water	Likely	Minor	Medium	Minimised with the use of Dollies. In Absence establish minimum number of people per boat rule.	Low	Duty Class and or boat Owner.	
Collision of boats during race resulting in personal injury	Possible	Minor	Medium	Clear pre-race instructions. Sailing Australia rules followed at all times. Limited number of entries. Education re: racing rules. Only competent sailors allowed to race.	Medium	Individual sailors, Race Committee	High standard expected of all sailors.
Injury to crew while sailing (e.g. being hit by the boom).	Likely	Insignificant	Low	Sailors to take their own precautions (e.g. helmets) if they deem it necessary.	Low	Individual sailors	
Fire/explosion on rescue craft resulting in personal injury to crew	Unlikely	Major	High	Maintain motors and fuel systems. Fire extinguishers and buckets carried on-board all boats with batteries.	Low	Boat driver	Pre-start equipment checks include fire extinguishers
Seasickness results in ineffective rescue capabilities	Rare	Minor	Low	Replace crew ASAP	Low	Boat driver	Club is on a river.



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Hypothermia contracted by sailors and race officials.	Possible	Moderate	High	Appropriate Sailing Gear. Children removed from water first. Hot showers.	Low	Skippers, rescue boat crew, guardians.	
Difficulty in attending to medical emergency/injury resulting in exacerbation of injury	Rare	Major	High	First Aid equipment both on-board and in Clubhouse. Emergency instructions carried on-board. Radio and mobile phones on-board.	Medium	Support Crew. First aid person/s.	Medical Services close by.
Collision of boat with submerged object/other obstacle resulting in personal injury	Possible	Rare	Low	Rescue boat to keep close watch.	Low	Rescue crew and first aid person	Centreboard on craft is retractable.
Unforeseen severe weather changes resulting in sailors and officials being exposed during events.	Likely	Major	High	Maintain weather radar watch. Advise sailors in advance. Race to be abandoned if in doubt.	Medium	Skippers are responsible.	Support Craft to assist.
Mechanical breakdowns/gear failure resulting in not providing effective rescue capabilities	Possible	Major	High	Two support craft on the water. Additional two craft on standby. Sydney Water Police and Marine Rescue can be called as last resort.	Medium	Principal Race Officer. Starting Panel	
Sunstroke/sunburn/dehydration caused to sailors/officials	Likely	Moderate	High	Sunscreen Available. Emergency water on support boats.	Medium	Rescue boat driver	Slip, Slop and Slap
Participants in danger of collisions with shipping traffic	Unlikely	Major	High	Verbal instructions re river cats and other large passenger boats. Start postponed if large vessels nearby.	Low	PRO, Support Craft, sailors	



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
				30 mtr distance required from ferries			
Injury to officials, sailors and others from rescue boat propellers.	Possible	Major	High	Support Craft are fitted with Propeller Guards. Boat drivers briefed in proper rescue operations.	Medium	Boat driver.	See SOG 3.
Lack of safety/rescue equipment by event organisers	Unlikely	Minor	Low	Sailing Australia regulations to be followed. Club Regulations. Support Craft Checklist. Stocks within the Club.	Low	Members. PRO. Starting Panel	
Personal injury to swimmers from collision with dinghies/ rescue boats	Rare	Major	High	No Swimming off the clubhouse. Skippers responsible.	Low	All Members.	
Collision with other craft resulting in personal injury	Possible	Major	High	Rescue boat assists. Support boat drivers to be trained and approved.	Low	Power Boat Drivers.	
Insufficient supervision of training for juniors results in accident or injury	Unlikely	Minor	Low	Training is conducted morning only due to lighter weather conditions. Generally at least two support craft.	Low	TO and TO assistant.	
Failure to conduct pre and post event boat number counts results in missing personnel	Rare	Minor	Low	Sign on Entries to be matched to finishers.	Low	Finishing Panel	
Collisions between craft of different classes in multi class events	Likely	Moderate	High	Racing Rules apply. Training in racing rules. Differential Start Times.	Medium	Skippers. Race Committee	



Potential Risk	Likelihood	Consequence	Inherent Risk Level	Treatment	Residual Risk Level	Responsible Person	Comment
Personal injury to sailors competing/participating in boats of poor repair or insufficient capability	Unlikely	Moderate	Medium	Safety inspection each race day.  Annual Inspection.  Min Insurance a requirement including Public Liability with Stat Dec. requiring vessel to be in good order.	Low	Class Captain. Skippers.	
Personal injury to self/others resulting from inexperienced sailors participating beyond their capabilities	Unlikely	Minor	Low	Training and competency checks for users of Club boats	Low	Class Captain.  Skippers/Guardians	
Loss of communication resulting in not providing affective rescue service	Rare	Moderate	Low	Regular check-ins by rescue boats during races. Two Boat policy. Radios and mobile phones carried.	Low	Boat driver	
Injury caused in collisions due to mark placements	Possible	Minor	Medium	Correct mark placements by experienced PRO.	Low	PRO	
Start placement causes injury in collisions	Possible	Moderate	High	Correct start placement and or adjustment per fleet size by experienced PRO.	Medium	PRO	
Injury caused by rescue boats being inappropriately manned	Unlikely	Moderate	Medium	Adequate training and approval of boat drivers. 2-man policy.	Low	PRO	See SOG 3.