SLRC Safety

Manual & Procedures

Local Emergency Contacts and Numbers

- Any EMERGENCY requiring Ambulance/Police/Fire on or off the water: 911
- Non-Emergency on land: Maryland Heights Fire Dept., 314-298-4400
- Non-Emergency on water: Pattonville Fire Dept., 314-291-6072
- County Park – Creve Coeur Park Superintendent, 314-434-7792
- Creve Coeur Park Rangers – 314-615-8911
- Club officers

  - SLRC President: Mark Jordan, 314-308-9727.
  - SLRC Vice-President: Tom Lieb, 314-402-6504.
  - Head Coach: Tim Frank, 314-489-2017.

SLRC acknowledges the following publications in the creation of this program's safety guide: The John Steve Carbonell Catilo Safety Manual for T.C. Williams High School Crew and Alexandria Crew Boosters Rowing Programs, the USRowing Safety Bulletin, various ARA documents, the FISA Minimum Guidelines for the Safe and Effective Practice of Rowing, Rowing Canada Safety Information, Safety Manual for Lincoln Park Boat Club, Olympia Area Rowing Club Safety Prerequisites, Carnegie Lake Rowing Association Safety Manual and the Toledo Rowing Club Safety Manual.

Contents

1. Purpose

This manual has been developed by the St. Louis Rowing Club Safety Committee to establish the safety expectations and guidelines for all participants so that the club can continue and improve its safety history.

Safety is everyone's responsibility – it does not fall on any one group – and the Safety Committee strongly believes that safety is the result of proper planning and specific training. Therefore, all participants in the St. Louis Rowing Club are expected to know the contents of this manual and individually ascertain that each has read and understands the guidelines included. Additionally, safety training will continue to be incorporated into all coaching plans.

The sport of rowing faces unusual risks. This manual and the guidelines have been created with input from many sources and professionals and is intended to make the sport as safe as it can be for our participants, coaches and even visitors to the boathouse. Continued safe conduct of the program is everyone's responsibility.

The St. Louis Rowing Club Executive Committee has approved this manual. All club members are expected to be familiar with the contents and follow the instructions.

2. Use of the Boathouse and SLRC Equipment

Use of the St. Louis Rowing Club (SLRC) boathouse and equipment shall be restricted to members and guests. (See SLRC Bylaws for detailed information on membership.)

No one else is authorized to use the boathouse without express permission of the Executive Committee (EC); no one else is authorized to use the equipment without approval of the SLRC Head Coach or an EC member.

The boathouse belongs to all club members and should be treated respectfully and for the good of all. The rules for the boathouse are:

1. Lock entrance doors when the boathouse is empty, even if crews are on the water.
2. Running is prohibited.
3. Be aware of park dangers and use appropriate caution.
4. Only use equipment that a coach has authorized you to use, according to the equipment usage policy that is posted (currently, it is above the cox boxes).
5. Rowing before sunrise or after sunset is prohibited unless proper lights are used and a coach is present.
6. Practice safe launching and docking.
    a. Get on and off the dock promptly.
    b. There will be no horseplay on, or around, the docks.
    c. Do not leave loose shoes on the dock; store shoe bins or buckets so they do not obstruct traffic on the dock.
7. Coaches are responsible for logging in and out boats on the water under their direction. Individual scullers and small boat users shall sign in and out using the log book and use the buddy system whenever possible.
8. Look for safety notices and follow recommendations during extreme temperatures.
9. Be aware and act appropriately.

3. Responsibilities

All coaches, members and non-member participants are responsible for knowing and following the guidelines in this safety manual. All members are expected to uphold these guidelines; failure to follow these guidelines can result in disciplinary action. All members and staff are expected to follow state and local laws.

Head Coach

The Head Coach is responsible for day-to-day activities at the boathouse and during training at Creve Coeur Lake. He will ensure that the required annual training sessions are held for all squads and that a reasonable effort is made to inform all members of the dates and times of these sessions.

The Head Coach and Executive Committee are responsible for addressing any safety infractions committed by coaches, rowers or coxswains.

All Coaches

Prior to the start of each season, the team coaches shall review safety procedures with all team members. Coaches and program directors will be alert to safety infractions or unsafe practices and make corrections as appropriate. Specifically, coaches are expected to:

- know the safety rules and procedures,
- conduct themselves safely at all times,
- be aware of boats on the water during a session and that all boats under their supervision have returned to the boathouse at the end of a session,
- ensure a Kippy Liddle safety bag is on each launch,
- use a kill switch in the launch,
- keep the appropriate number of people in a launch,
- give instructions that are safe and follow the current traffic patterns,
- cancel rowing activities if it is deemed that policies are not being followed or if unsafe conditions exist,
- provide assistance to ANY distressed boat, even if a pleasure boat or shell belonging to a competitor,
- secure the facility after practice and ensure all athletes have left the facility. This may be assigned to a designee. In the case of athletes under the age of 18, no fewer than three (3) athletes can be left alone at the boathouse without adult supervision;
- ensure no shell goes out that is not in compliance with general safety guidelines, including a secure bowball, tied footstretchers, secure hatches, lights when necessary, etc;
- provide appropriate supervision and safety launches when sending crews out;
- ensure all athletes are prepared and appropriately dressed for time on the water, especially during hot and cold weather;
- plan appropriate workouts for given weather conditions (example: providing rest, hydration breaks and not overly-exertive workouts during very hot weather);

- report any safety violations they witness;
- report in a timely manner any injury requiring major medical attention to the SLRC Executive Committee and Booster President, if applicable;
- submit a detailed incident report to the Safety Committee within 48 hours in the case of any incident involving a major safety violation.

Athletes

Rowers, scullers and coxswains are responsible for their own safe behavior. They are expected to:

- learn and understand the safety rules and procedures:
- conduct themselves safely at all times;
- follow traffic patterns;
- understand local traffic patterns and safety procedures when traveling to away sites;
- keep seat area in working order (i.e., heel ties are intact so that they cannot be raised more than 3 inches, oarlock, rigger, seat and tracks) and report any concerns to the coach;
- follow instructions of coaches, coxswains, referees and Safety Committee;
- ensure he/she is medically and physically able to participate in rowing at the exertion level required of their team;
- verify his/her ability to meet the swim test requirements;
- be alert to unsafe conditions or conduct; and
- secure equipment and the boathouse at the end of a workout.

Novice rowers, a term used throughout this document, are generally considered to be in their first year of rowing. SLRC participants who are in the "Intermediate" rowing program are considered to be novice.

Coxswains & Scullers

Coxswains and scullers are responsible for all the athletes in their shell as well as themselves. They are expected to:

- act in way that preserves the safety of everyone in their shell from the moment the crew places hands on until the shell is returned to the racks;
- ensure that no shell goes out that is not in compliance with general safety guidelines including a secure bow ball, tied foot stretchers, and lights, when necessary;
- have any necessary tools with them when they leave the dock, including a noise-making device;
- follow traffic patterns and pass/yield to other crews correctly;
- learn or review coxing and boat maneuvering procedures; and
- understand local traffic patterns and safety procedures when traveling to away sites.

Coxswains must be confident and clear in their knowledge and ability to instruct crews before they go on the water with a crew. Coxswains must have explicit permission from a coach to cox a shell without a coaching launch supervising.

Annual Training

In addition to being provided this manual to read, a safety-training meeting shall be part of the training each year. All coxswains and rowers must attend such training. As part of this training, all athletes shall be required to view the USRowing Safety Video. Athletes who join the team mid-season are also required to read the manual and view the video. Items to be discussed at this meeting include:

- safety in the park and boathouse,
- general boathouse rules and traffic patterns,
- proper equipment care and handling,
- weather situations including wind, lightning, fog and low light,
- swamping situations,
- man overboard situations,
- hypothermia, prevention and treatment,
- hyperthermia, prevention and treatment, and
- washing/sanitizing post-practice to prevent infection.

Safety Committee

The SLRC Safety Committee is responsible for ensuring the safety manual and procedures remain up-to-date. Each year the Safety Committee will review this document and recommend improvements to the manual. They will also

- monitor changes and conduct a safety review of procedures, equipment and materials, including fire extinguishers, using an annual checklist;
- ensure the AED, fire extinguishers, Kippy Liddle Kits and first aid kits are checked monthly to be restocked and maintain good working order;
- develop and maintain on-the-water rules and recommendations;
- meet a minimum of 4 times per year;
- hold an annual safety meeting with attendance by all coaches and representatives of the EC; and
- sponsor safe boating and other safety educational classes.

Any member may make recommendations to the Safety Committee that will be considered and forwarded to the Executive Committee.

Executive Committee

The Executive Committee (EC) is responsible for safety of the club and its participants, and ensuring liability insurance is in place at all times. If, for any unforeseen circumstances, insurance lapses, then all club activities will be suspended until the policy is once again in place. The EC is ultimately responsible for club safety by overseeing the activities and recommendations of the Safety Committee. It is also responsible for ensuring disciplinary action is taken.

All members are responsible for ensuring safety and for reporting safety violations. These violations can be reported to any member of the Safety Committee or to an Executive Committee member or the Head Coach. Any person may report a safety concern.

4. Preparedness & Safety Prerequisites

Coaches

All SLRC coaches must have obtained the following minimum certifications within the previous 24 months:

- First Aid/CPR/AED certification, and
- Missouri Boating Safety course certification, if born after 1984.

As part of the preparation for each season, the Head Coach and other coaches shall:

- sign the Coaches Safety Pledge.
- know how to assist rowers entering the launch from the water. Rowers in the water should be approached from the downwind side, making sure to keep the propeller away from them.
- ensure each member of the team is familiar with the Safety Manual, policies and recommendations as part of the safety briefing and has provided athletes with opportunities to watch the USRowing Safety Video.

Coaches spend the majority of their time with rowers on the water. Therefore, these rules apply to all coaches:

- All persons in a launch shall have a PFD at all times while on the water. When cold weather restrictions are in place, the driver and coach are strongly encouraged to wear a PFD.
- Operators of launches shall use kill switches whenever the engine is in gear.
- Operators of launches should have an unobstructed view at all times, which may require the use of ballast in the bow of the launch.
- Launch drivers need to be aware of their wake.
- Each launch must have enough PFDs for all in launch plus the largest shell it is responsible for on the water. (Example: A coach takes out 3 eights, he should carry enough life jackets for everyone in the launch plus nine PFDs for one of the eights.)
- There will be no coaching from a racing shell.
- The ratio of shells (sweep or sculling) to coaching launches should be as follows:
    - *For novice scullers, a ratio of 6:1*
    - *For experienced scullers, no restriction*
    - *For novice sweep boats, a ratio of 3:1*
    - *For experienced sweep boats, no restriction*
- No novice rowing shells or sculls shall be more than 250 meters from a launch.
- Coaches with junior rowers and novice scullers must always take a launch to accompany the crews.
- A coach must always use a launch and be in visual contact with novice and Learn to Row crews.

Athletes

All SLRC athletes must meet minimum criteria to participate in the program. The minimum requirements are:

- Provide medical clearance to participate or sign a waiver testifying to their ability to meet this requirement. Any rowers younger than 18 must provide medical clearance or have a parent or guardian sign a waiver stating the athlete is medically able to row.
- Be able to pass the SLRC swim test which includes:
    - Tread water in clothing for 5 minutes,
    - Swim 100 yards in clothing,
    - Put on a life jacket while in the water.
- Participate in team safety briefing and watch USRowing Safety Video.
- Read the SLRC Safety Manual and sign the SLRC Athlete's Safety Pledge once each year.

Furthermore, all athletes agree to give the command "Weigh Enough" or "Hold Water" if the situation demands to protect the crew or equipment, such as in the case of broken equipment, injury or unforeseen hazard.

Lightweights

It is expected that rowers racing as lightweights, including potential substitutes, will regularly maintain a normal body weight close to the lightweight weight (160 pounds for men and 130 pounds for women). Rapid weight loss is never optimal for a peak performance. Athletes wishing to race as lightweights who are more than a few pounds over the limit should discuss this with the coach, and parent in the case of a junior rower, early in the season and develop a long-term plan to safely attain the lightweight racing weight.

At USRowing events, junior rowers have no more than two opportunities to make weight; if the athlete's weight is greater than one pound over the limit at the first weigh-in, they will not be allowed another attempt to make weight. If the junior athlete's weight is within one pound, he/she will have one opportunity to weigh in and make weight within the time window. This is noted in *Rules of Rowing*, Rule 4-110b.

Variations for Scullers

Members with sculling experience may be approved to use club equipment at Creve Coeur Lake by the Head Coach or sculling coach. New members without prior sculling experience are required to participate in Learn to Row or be approved by a sculling coach before taking club equipment out.

Generally, the skills one needs to master to take out a sculling boat without supervision include:

- ability to turn, stop and steer,
- ability to leave and return to the dock, and
- ability to re-enter a single after flipping,

While the club does not encourage scullers going out alone, it recognizes individual adult club members and boat owners may do as they choose. The club recommends that single scullers row with a buddy shell or a launch, even when cold-water policy does not apply. However, in the event a crew or scullers go out and are unaccompanied by another shell or launch, all individuals must use the log book.

Coxswains

Coxswains are in a unique position to be responsible directly for the safety of their crew and secondly, for their equipment. They are responsible for the equipment from the moment a crew places 'hands on' until the shell is returned safely to the rack.

Launch Drivers

To take out an engine-powered boat without previous instruction is to put the driver, any passengers and other water users at risk. All launch drivers must comply with Missouri law and attend a hands-on launch driver orientation. Missouri Boating Safety Requirements state (excerpted):

- Operators must be at least 14 years to legally operate a motorboat unless in direct supervision of parent, guardian or other person 16 years of age or older.
- Every person born after 1/1/84 who operates a vessel on Missouri lakes must possess, on the vessel, a boating safety identification card issued by the Missouri State Water Patrol, together with a valid photo I.D. (To obtain a boating safety identification card, vessel operators must successfully complete a NASBLSA-approved or equivalent boating safety course, which has been certified by the Missouri State Water Patrol.) Those born prior to 1/1/84 do not need to obtain the boating safety certification.
- Anyone driving a launch shall use kill switches whenever the engine is in gear.

The club shall ensure that an experienced driver goes out with a new driver until he has shown that he is fully in control of the launch. Excessive washes and waves create difficult rowing conditions and can cause accidents to smaller boats.

5. Equipment

All SLRC equipment shall be maintained to enhance safety for all participants. Any equipment that is damaged shall not be utilized until it is properly repaired. This applies to shells as well as launches.

Launches

Launches shall be maintained in good working order. They all shall have working kill switches. It is a wise precaution to check that the engine is securely affixed to the hull and that the secondary safety fixing exists and is properly affixed every time the boat is used.

Whenever a launch is used with crews it should be stocked with:

- cell phone,
- kill switch,
- bailer,
- paddle,
- PFDs for those in launch and shells,
- at least 1 Kippy Liddle Kit or the individual items: 11 PFDs, flashlight, airhorn, rescue blankets and waterproof first aid box,
- rope, and a
- fire extinguisher.

Additionally, lights should be affixed to any launch that is used in the sunrise or sunset hours. Missouri Boating Safety requirements state:

- Navigation light requirements are dependent upon vessel type and size. Navigation lights need to meet USCG specifications. The required navigation lights must be displayed at sunset.
- All vessels are required to have a Type B, USCG-approved fire extinguisher onboard if flammable or toxic fluids are onboard. All extinguishers should be checked annually to ensure they are charged.

Fuel

All fuel must be stored and managed at the shed outside the boathouse, due to the explosive risk. Fuel must never be in the boathouse.

Launch drivers are responsible for their own gas and refilling. In the shed, all fuel tanks containing fuel must be stored in the gas cabinets with the lids facing up and cabinet doors fully closed and latched. Refill tanks must be stored on the bottom shelf of the cabinet, empty or not. When refilling tanks, this must be done outside of the shed. Any spilled gas in the cabinet must be cleaned immediately; rag towels work well and then can be hung outside to evaporate the liquid. Empty tanks may be left on the shelf in the back of the shed with the lids open.

If a fire is detected near the fuel shed, move at least 100 meters from the shed and call 9-1-1 immediately. Do not attempt to put out the fire.

Shells

All racing and recreational shells shall be kept in good repair. Athletes are expected to report any damage immediately and return to dock immediately if a shell loses a skeg or is otherwise damaged in a way that makes rowing unsafe.

Coaches or uncoxed crews are responsible for any breakage that occurs during their instruction or use. Any breakage must be logged in on the whiteboard and tagged that it is broken. Any shell not in usable condition should have a brightly colored sign clearly designating "DO NOT ROW" to prevent anyone from taking the shell out before it is repaired.

A shell must have the following elements secure at a minimum to be considered safe to row:

- bow ball,
- secured heel restraints at a 3 inch measure,
- lights (if there is low light), and
- vents secure and sealed to ensure buoyancy of shell.

1. Coxed Boats

Eights are not to be rowed without a coxswain. Coxed fours may only be rowed without a coxswain if there is an operational bow-steering mechanism.

2. Sculling and Straight Boats

Sculling and straight boats (sweep boats without a coxswain) require different rules than coxed boats. In uncoxed boats, the bow person is like a coxswain in many ways and has additional responsibility for equipment as well as the navigation. Uncoxed boats are responsible for their own safety. Athletes rowing these shells should always carry some noise-making device, such as a whistle, on board.

Coxswains

All coxswains should have a whistle or other emergency communication device that is attached to cox box. Coxswains are particularly vulnerable in cold weather and should have proper clothing. When cold weather rowing restrictions are in place, the coxswain must be dressed appropriately and/or wear a floatation suit.

Truck & Trailer

Drivers of SLRC equipment shall comply with all motor vehicle laws and observe best practices for boat trailering. When traveling more than 200 miles, the driver should stop every 2 hours for a break.

Some best practices include:

- abiding by the tow limit of the trailer and towing vehicle,
- not exceeding the posted speed limit,
- checking tire pressure and tread and using correct tires,
- ensuring lights are working and carry spares,
- checking the trailer wheel bearings for overheating during every rest/refueling stop, and
- the driver double-checking the load, that fasteners are secure and tucked in before departing and at appropriate intervals on the road.

6. On the Water

Safety measures begin the moment the crew places hands on the boat. From that point forward, the coxswain or bow-er is in control and all rowers must be quiet and pay attention.

Launch & Recovery

Launching and recovery should be quick activities. All athletes should be quiet at the dock and expedient in their actions. Pay attention to the coxswain or bow person. Be considerate of other rowers. No horseplay will be tolerated at the dock at any time. Frost, dew and recent rainfall require rowers to observe particular attention at the docks as they can be slippery.

After launching, crews with a coach shall row to a designated point and wait for a coach in a launch to accompany them.

Creve Coeur Lake Traffic Patterns

The normal traffic pattern used at Creve Coeur Lake is a clockwise traffic pattern. Traffic patterns may be modified at any time due to high winds, public boat traffic, regattas or other situations. Changes to the normal traffic pattern must be communicated among all coaches when they occur.

On the Water

While on the water at Creve Coeur Lake, the following rules shall be followed, in order of importance (therefore, 1 overrides 2):

1. Blind boats have right of way.
2. Larger shells have right of way over smaller shells due to their decreased maneuverability.
3. Overtaking crews have the right of way, i.e., crews being overtaken should move to the shore-side.

Additionally,

- Crews landing at the dock have priority over crews waiting to enter the dock to launch.
- Always keep one hand on the oar(s).
- Oarlocks shall remain locked until all athletes are out of the shell.

Coaches are strongly discouraged from taking out crews of differing speeds and skill levels. Crews spread over 1000-2000m or more do not have a coach's safety launch with them. Furthermore, the coach cannot adequately supervise or coach crews in this fashion.

Hazards

Generally, there are few known hazards on Creve Coeur Lake. The most common hazards are low water, debris along the shore, debris in the lake and shallow areas. Crews and coxswains should familiarize themselves with any potential hazards before launching. Coaches should communicate about any known hazards for coxswains and uncoxed boats to check before launching. Fixed hazards should be marked with a highly visible marker.

Launch Operations

Junior, novice and Learn to Row crews should always be accompanied by a coach in a launch. There will be no coaching from racing shells.

Launches shall be driven only by coaches meeting the Missouri boating laws and whose competence in driving a launch has been verified by the Head Coach or Executive Committee member.

Drivers should know how to assist rowers entering the launch from the water. Rowers in the water should be approached from the downwind and downstream side, making sure to keep the propeller away from them.

Passengers in a Launch

SLRC limits the number of passengers in launches to two (2) unless involved in a rescue. Guests should sign an SLRC waiver to ride in a launch. Riders shall have a PFD.

7. Weather & Outdoor Conditions

When there is inclement weather or debris (e.g., lightning, wind, fog, cold, flotsam/jetsam), the Club conforms to USRowing standards as to whether it is safe to go on the water. Decisions to launch are made by a Coach. The Head Coach has ultimate authority to determine whether and which boats may or may not go on the water. The team coach will consider the conditioning, acclimatization and capabilities of the rowers when making such decisions. Boats will not enter the water or will head in immediately in the event or threat of electrical or thunderstorm.

When air and water temperatures approach dangerous levels, the club will send a communications weather warning to all members.

Rowing in Cold Weather

Rowing in cold weather poses potential danger for hypothermia when the water temperature is below 80° F (degrees) and is very dangerous when below 50° F. Rowing when the water temperature is below 50°F should be done with great consideration. Cold air temperatures and any moisture on the body (from being splashed, rain, sleet, snow) can lead to hypothermia. Hypothermia is a swift and incapacitating killer that strikes when the combination of cold weather and moisture work to decrease the body temperature. It can take mere minutes before adults are incapable of helping themselves once hypothermia has set in. Young athletes are particularly at risk of exposure to cold; exposed arms, legs and head heighten the risk.

Frostnip is a lesser cousin of frostbite and it is not full freezing. It usually affects skin on the face, ears and fingertips or toes. Signs are skin turns bright red and then turns to white, accompanied by numbness, and skin may appear blue-white for a while. Slow warming is the best treatment; however do not rub. Be aware that wind can accelerate frostnip to frostbite.

Preparation and prevention are essential in protecting against the effects of the cold-water environment. All persons should wear protective clothing (not cotton) appropriate for the conditions and their activity, and as far as possible commensurate with the needs of the rowing motion and activity, with the objective being to keep the body dry and to insulate against heat loss. Coxswains should dress warmly and layer. All individuals should ask themselves before launching if being on the water is the best and only way to train. See Section 8 for more detailed information on hypothermia and other weather-related emergencies.

The SLRC Cold Weather Rule is:

> **If the combined air and water temperature is less than 90° F, or the water temperature alone is less than 50° F:**
>
> - **A safety launch must be on the water within 250 meters of the crew (no more than 2 boats per launch recommended).**
> - **4 oars minimum rule is in effect – NO club singles or pairs will be allowed to go out.**

Advisories providing information on the current water temperature will be posted at the boathouse during cold weather.

Rowing in Hot Weather

As with cold weather, preparation and prevention are important in protecting against the effects of heat.

- Wear cool, light, protective clothing.
- Use sunscreen with a high SPF factor.
- Consider a hat and sunglasses.
- Drink plenty of water before, during and after practice.
- Address any symptoms of heat stress immediately.
- Consider how acclimated the athletes are before making decision about practice.

Guidelines for exertion by and hydration of athletes

When conditions are hotter than normal, the acclimatization of the participant should play a major role in determining the workout. Acclimatization takes into account how much the individual is used to the heat and humidity levels as well as his/her recent history of training in similar conditions.

Regardless of an athletes' readiness, all athletes must take water with them in the boat. It is good for anyone to use water to wet the face, clothes and hair when dry air temperatures exceed 89°F. The base fluid needs of athletes is 2 liters per day and increases with exercise time and air temperatures above 77° F. Athletes should have frequent drink breaks when the temperature or heat index is high. Note that lying down after races in warm environments may have negative effects on circulation and may provoke collapses. Rowers are advised to cool themselves with water after a race.

Table: Risk of exertion during heat and humidity

NOAA's National Weather Service
Heat Index and Exertion

Temperature (°F)

Relative Humidity	80°	82°	84°	86°	88°	90°	92°	94°	96°	98°	100°	102°	104°	106°	108°	110°
40%	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136
45%	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50%	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55%	81	84	86	89	93	97	101	106	112	117	124	130				
60%	82	84	88	91	95	100	105	110	116	123	129	137				
65%	82	85	89	93	98	103	108	114	121	126						
70%	83	86	90	95	100	105	112	119	126	134						
75%	84	88	92	97	103	109	116	124	132							
80%	84	89	94	100	106	113	121	129								
85%	85	90	96	102	110	117	126	135								
90%	86	91	98	105	113	122	131									
95%	86	93	100	108	117	127										
100%	87	95	103	112	121	132										

Caution: Fatigue possible	**Extreme Caution:** Sunstroke, muscle cramps, and/or heat exhaustion possible	**Danger:** Sunstroke, muscle cramps and/or heat exhaustion likely	**Extreme Danger:** Heat stroke or sunstroke likely

Rowing in Wind

Rowing in high wind and whitecaps is allowed only at the discretion of a coach and only when accompanied by the coach and safety launch within 200 meters.

Other Situations

1. Lightning

At the first sight of lightning or sound of thunder or noticing hair standing on end with static electricity, crews should return to the boathouse. Crews should never be on the water in a lightning storm.

First priority, get close to shore; if storm is not upon the shell, follow close to the shoreline and quickly return to the boathouse. If caught in a sudden storm and the boathouse is too far, go to nearest shore, exit the boat and wait for storm to pass.

The best alternate docking site on Creve Coeur Lake is anywhere along the shore.

Once 30 minutes have passed after the last thunder or strike of lightning is seen, crews may return to the water.

2. Fog

Fog obviously limits sight but also mutes sound. If caught in fog, it is recommended that crews proceed with extreme caution and appropriately slower speeds in the direction of the boathouse. Be prepared to stop quickly. If the fog is too extreme it may be better to sit still. Be sure to make some noise so that others on the lake can be alerted to your presence.

Do not row if fog limits visibility to less than 100 meters. This would be about equal to the distance from the boathouse to the bridge.

3. Flood or High Water

When Creve Coeur Lake is experiencing high water, crews should take care to watch for debris. In order for crews to go out, a coaching launch must be able to pass beneath the bridge.

4. Tornado Sirens

In the event that the tornado sirens sound, all crews should immediately return to the boathouse in the most expedient manner possible. Once at the boathouse, the coach will provide guidance as to whether members should leave in their cars or remain at the boathouse. If people stay at the boathouse, they should move into the interior corners of the bathrooms.

Rowing in Reduced Light

The greatest danger while rowing is collision caused by limited vision or carelessness. Great care should be taken when rowing in darkness, near darkness or fog. Take extra care to look and listen. Minimize conversation. Coxswains should carry a sound-making device such as a whistle to alert other boats to their location. When rowing, be careful not to get too close to shore or known hazards.

Rowing when light is low is a safety hazard. Coaches in a launch must always be in visual contact with the lights of shell and no greater than 250 meters away. Coaches should carry a waterproof flashlight and sound signaling device. Boat lights are required when rowing 30 minutes or more before sunrise or 30 minutes or more after sunset. All boats launching or rowing during hours of darkness shall launch with a working bow and stern light. The proper lights for a boat are:

- Stern: all round white light,
- Bow: red/green light on the bow,
- Launch: as required by the U.S. Coast Guard.

8. Personal Safety & Emergency Procedures

Local contacts and numbers

Important telephone numbers will be posted in the boathouse near the telephone. The important numbers are:

- Any EMERGENCY requiring Ambulance/Police/Fire on or off the water: 911
- Non-Emergency on land: Maryland Heights Fire Dept: Engine House #2, 12828 Dorsett Rd., 314-298-4400
- Non-Emergency on water: Pattonville Fire Dept. , 4008 Fee Fee Road, Hazelwood,
- 314-291-6072
- County Park – Creve Coeur Park Superintendent, 314-434-7792.
- Creve Coeur Park Rangers – 314-615-8911.
- Club officers
    - SLRC President: Mark Jordan, 314-308-9727.
    - SLRC Vice-President: Tom Lieb, 314-402-6504.
    - Head Coach: Tim Frank, 314-489-2017.

In Case of Emergency

If there is a health or safety emergency on the water the coach will use his or her judgment and notify:

1. Call 911.
2. Call another coach for assistance, if needed.
3. When on shore, a coach will contact the parent or designated emergency contact of athlete(s) in distress.
4. Notify Coach and Club President, or other EC member within 2 hours.

Incident Report and Communications Plan

An Incident Report Form must be completed if any of the following occurs:

- Person(s) overboard or swamped.
- Any personal injury.
- Any collision.
- Damage to equipment.

All medical or first aid emergencies during club activities will be reported to the Club President or Vice President or Head Coach within 2 hours. Additionally, all serious incidents (youth disciplinary, boat collision, near miss or medical first aid) will be documented on the SLRC Incident Report form and provided to an Executive Committee member within 48 hours of the incident. If a personal injury occurs, an incident report must be written promptly by the coach involved, including any information from any witnesses.

SLRC will provide the Report form with instructions for completion. An accident log will document the time, place and nature of accident, injuries/damages sustained and names and addresses of witnesses. Accident logs should be made available to the proper authorities where required.

In the case of an emergency, no club members should speak with the media. The order of representation with the media is: 1) Club President, 2) Vice President and 3) Head Coach.

SLRC Coach's Commitment to Safety Pledge

I, _____, state that I have satisfactorily completed CPR, safety, first aid and motor boat safety training; and further, that I hold certificates for completing these courses. I also pledge that I will teach safe boating practices and, to the best of my ability, will ensure the safety of all rowers. I further pledge:

- To hold a safety briefing for my team each year and to ensure that each member of the team has had opportunities to view the USRowing safety video;
- To ensure that each shell and launch used for my practice session is checked in and out in the log book;
- Assist any rower or coach needing assistance, including call 911 or other emergency help as required, and will report injuries requiring medical attention to the Club President and Head Coach and, in the case of juniors, the team's Booster President;
- Submit a detailed incident report to the Safety Committee within 48 hours of any incident involving a safety violation and make a detailed incident report upon the Safety Committee's request.

Name:_____ Date:_____

As of 9/12/2011

SLRC Athlete's Commitment to Safety Pledge

I acknowledge that I have read, understand and will comply with the St. Louis Rowing Club safety rules as described in the St. Louis Rowing Club Safety Manual.

I have viewed the USRowing Safety video.

I understand that full compliance with these safety rules and procedures is a necessary part of the sport of rowing and is a condition of my participation with the St. Louis Rowing Club and use of the facilities and equipment.

I understand that the boathouse and equipment are property of the St. Louis Rowing Club and that I am authorized to use them only as part of the St. Louis Rowing Club, under a coach's supervision.

Rower's Name: _____

Rower's Signature: _____

*Parent's Signature:*_____

I received the Safety Briefing from: _____

(Coach's name)

Date: _____

As of 9/12/11

11. Appendices

1. **Safety Checklist**
2. **Kippy Liddle Kit Contents**
3. **What to do in Various Uncommon Situations**
4. **Knowing Hypothermia and Hyperthermia**

Appendix 1: SLRC Safety Checklist

Reviewing and completing the safety checklist is the responsibility of the Safety Committee Chairperson. He/she may delegate activities to appropriate club members.

- Gas Shed
  - Clean
  - Protected
  - Working locks
  - Correct storage
  - Fire extinguishers working – for launches
  - Kippy Liddle kits refreshed and in working order
  - Kill switch lines for all boats
  - Other chemicals stored properly

- Boathouse
  - First aid kits restocked
  - Defibrillator battery is working
  - Fire extinguishers working – boathouse
  - Chemicals are stored properly

- Coaches launches
  - Zip red cords – safety stops/kill switches
  - Motors in good repair
  - PFDs in good shape
  - Paddles
  - Holes repaired
  - Rough edges repaired

- Other
  - Safety manual reviewed and updated
  - Wet suits in good condition - check zippers, whistle, etc work, no evidence of corrosion

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Appendix 2: Kippy Liddle Kit Contents

Six Kippy Liddle kits were purchased from USRowing in the spring of 2011. The kits contain:

- 11 Adult USCG-approved PFDs
- 1 Rescue Throw Bag
- 1 Waterproof High Intensity Flashlight
- 1 Air horn
- 9 Emergency Rescue blankets
- 1 First Aid kit in a pelican waterproof box

The kits are intended to be in any coach's launch whenever it is on the water with crews. Enough kits should be in a launch for all the athletes under that coach's watch. (*The kits are named after Kippy Liddle, a Brooks School assistant coach, who was killed after a boating accident, which resulted in her jumping from her launch as it was being swept over the waterfall at the bottom of the Schuylkill River in 1984.)*

Appendix 3: What To Do in Various Situations

A. General Guidelines

1. Stay calm.
2. Under no circumstances should a rower in the water leave the floating shell. NEVER SWIM TO SHORE ALONE, even if you consider yourself a strong swimmer. If a swamped shell is within swimming distance from the shore, the rower should swim the shell to shore, not swim by him or herself. The shell should float.
3. Count to make sure all rowers and the cox are accounted for.
4. In an emergency condition, the first action to perform is stopping the shell. Coxswain or bow person should give the command "Weigh enough, hold water!" Don't ask questions; just respond immediately to the command. Square the blades in the water to bring the shell to a halt.
5. Use these distress signals to communicate to other boats: wave the arms or a shirt above the head, or raise one oar in the air.
6. Approach a shell carefully and from down wind/current of the shell/person if you are driving a launch. Be aware of the prop. Turn off motor when you have reached the crew.
7. If athletes are in cold water, attempt to get as much of the body out of the water as possible. Be still to prevent further heat loss.

B. Swamped Boat

1. A shell is swamped when the interior water reaches the gunwales. If rowers stay in the shell, the floatation ends may cause the shell to break apart.
2. Stay calm.
3. If the shell is swamped or taking on excessive water the immediate command is "weigh enough!" If rescue is imminent, the coxswain or bow should direct the rowers to untie. If rescue is not imminent, unload the shell by pairs starting in the middle of the boat, as soon as possible to avoid damage to the boat.
4. The launch should approach the shell carefully between seats 3 and 5 or 4 and 6. Unload rowers by pairs - starting in the middle of the shell - as soon as possible in order to avoid damage to the shell. If all rowers cannot be rescued in one launch, take the middle pairs and then return for the bow and stern pairs and coxswain.
5. Pairs should form "buddies" and keep watch on each other. Pairs can link arms across the hull. The coxswain should buddy with the stern pair.
6. If in a small shell, the rescue launch can stabilize the shell for re-entry. Entering the shell directly from the water may cause splashboard damage.
7. If rescue is not imminent, take the following steps:
    i. Remove oars or place them parallel to the shell.
    ii. All persons should move to the two ends of the shell (it is dangerous to roll a shell when near riggers).
    iii. Then roll the shell to form a more stable floatation platform so rowers can either lie on top of the hull or buddies can hold onto each other across the hull.

iv. Do not attempt to roll the shell if rescue is on the way.
v. For singles, a rower may lie on the stern of the shell and swim the shell to shore using the shell as a paddleboard.

8. Coaches should not abandon their own crews to assist another coach with a rescue. Have crews row to the scene and stand off nearby or return to the dock, then assist. Do not overload a launch.

C. Stern Deck Rescue using another rowing shell

1. In very cold weather or when there are no other options, rowers may want to abandon the shell and lie on the stern deck of a buddy's shell to be taken to shore.
2. A launch or shell can shuttle rowers to the nearest shore. Be careful not to overload the launch.
3. When the shell has been brought to shore, remove oars.
4. If the ends of the shell have filled with water, they must be drained before the shell can be removed from the water.
5. Remove the shell carefully to avoid injury or damage. A shell full of water is very heavy, so try bailing first, then roll it slowly and remove it from the water.

D. Shell Broken and Sinking

1. Stay calm and stay with the boat.
2. Coxswain or bow should give the immediate command: "Untie!"
3. Get out of the shell and follow the same procedures as for a swamped boat (#2).
4. Make sure all rowers and coxswain are accounted for.
5. If shell is in danger of sinking due to damage, roll the shell to hull up in order to trap air and increase the buoyancy. Do not roll boat if help is on the way.
6. Do not leaving a floating shell to swim to shore; swim the shell to shore if rescue is not imminent.

E. Wakes and/or Waves

1. If approaching wakes are higher than the gunwale, the shell should be turned parallel to the wake to avoid having parts of the shell unsupported by the water. It is possible to split a shell under these conditions. Rower(s) should stop rowing and lean away from the approaching wake, with oar handle(s) on the wake side lifted slightly.
2. If wakes are lower than the gunwale and widely spaced, continue to row without a course adjustment. Closely spaced wakes that are lower than the gunwale may be taken at a 90-degree angle with the bow directly toward them.
3. Turning in waves is tricky; allow plenty of room, energy and time.

F. Injury

1. Coxswain or bow should give the immediate command: "Weigh enough!"
2. Signal launch if first aid is needed.

3. If no launch is available, have uninjured rowers row the shell back to the boathouse and call for help.

G. Flipped boat

1. Stay calm and stay with the boat.
2. Count rowers.
3. Determine who will take charge and give directions if no coxswain.
4. Identify any hazards that may affect your recovery attempt – wind, current, etc.
5. Decide how best to move into position to work the shell. Move slowly.
6. Recover any items that have floated away from the shell, if possible.
7. Determine if the shell is in danger of sinking due to damage. If not, proceed as follows to use a launch to drag the shell to shore.
8. If shell is in danger of sinking, stay with the shell until it cannot be used for floatation.
9. Maintain buddy pairs and stay together.
10. If shell is a small boat and can be flipped back and rower can get in, do so.
11. A. For small boats, place oars parallel to shell in order to ease the flipping. Try not to remove oars from oarlocks. Pick a side; press down on the rigger to bring the boat over and then reach up and grab the rigger in the air and pull down to right the boat.

    11B. In sweep and big boats, remain with the boat if help is on the way. If you must try to re-enter the oat, take the oars out of the oarlocks and press down on the riggers to right the boats.
12. Return oars to perpendicular to the boat.

    12B. Place the oars back into the oarlocks.
13. Place handles together in the center of the shell and press them down on the seat area or foot stretchers where they can be stabilized.

    13B. With rowers holding boat stable, begin re-entering by kicking out of the water, starting with the center seats.
14. Holding the oars in one hand, kick one body up onto the shell. Position onto the seat.

    14B. Rowers continue entering. Be careful of the gunwales
15. Second rower repeats process to re-enter shell. Be careful of the gunwales.

H. Towing a Shell to Shore

1. If the hull is not already keel down, roll it so it is. Before doing so, remove oars unless they are acting as floatation for a damaged shell.
2. Loop a line through the bow or stroke seat foot stretcher and fasten securely. Alternatively, a line can be attached to the stern or bow most riggers (pair!).
3. Equalize and center the line by looping it around the bow or stern (depending on which rigger pair or foot stretcher you tied the line to.) Do this several times. Lead the remaining towline out and attach to the stern of the launch.

4. At a slow and controlled pace, move the launch away and toward the destination. As the launch gets underway, be sure the towline is clear of the prop.
5. Once the shell is at the dock, get as many people as possible to help raise the shell out of the water.
6. Lift with the legs and not the lower back. Tilt the shell dockside up and water side down to remove as much water as possible. You will not be able to remove all the water.
7. Once a significant amount of water has been drained, the shell can be lifted in a regular fashion. Alternately, the shell can be bailed with a pump at the dock.
8. Once you can lift the shell, open the hatches and alternate raising the bow and stern to empty the water from the ports. Raise one end as high as possible and the other as low as possible to empty the water. People will definitely get wet in this process so be sure they have gear or extra clothes to change into afterward.

I. Man Overboard

A violent crab can eject a rower from the boat. In this situation, it is up to the ejected rower to stay below the surface of the water til the shell has passed, to avoid getting hit by a fast moving rigger(s) or blades.

1. Call for stop rowing and hold water immediately. If coxswain did not see the rower overboard, a rower can make the call.
2. Get attention of coach or referee launch.
3. Back up to near rower to provide floatation, if necessary. Remember, the rower may be dazed and not react rationally.
4. Stroke can unlock the oar and gives it to the person in the water.
5. Ascertain if the rower needs immediate assistance. Another rower may be required to enter the water to assist the “man overboard.” Do not get in the water unless there is no alternative.
6. Person in the water should lie across the oar and remain close to the shell.
7. The launch picks up the person and coach determines if the rower can return to the racing shell. Launch should approach from downwind/down current of the shell/person at minimum speed.
8. Shut the motor off.
9. Have the victim grab the gunwale of the launch and move to the stern.
10. Pull the victim into the launch over the transom.
11. Wrap in warm dry clothes. Evaluate physical condition.

J. Running Aground

1. If the shell runs aground on a sandbar/shore, stop rowing immediately at the coxswain or bow’s command.
2. After assessing for possible shell damage, the coxswain or bow should try backing out if the shell is not too far up on a sandbar. If the shell remains stuck on the sandbar and the rowers are unable to back off of it, the coxswain or bow should have the rowers get out in pairs until the shell becomes light enough to push off of the sandbar.
3. Once back on land, the hull of the shell should be carefully checked for damage.

K. Out of Boat in Cold Water

1. Stay Calm.
2. STAY WITH THE BOAT.
3. Move to the middle of the boat and huddle with other rowers in pairs.
4. Get as much of your body out of the water as possible. Drape oneself on top of the overturned boat if you can to minimize heat loss. Minimize movement to retain body heat. Remember, body heat loss occurs 25 times faster in the water.
5. Constantly check on each other and keep up communication.

Appendix 4: Knowing Hypothermia and Hyperthermia

Knowing Hypothermia (Cold-related emergency)

Hypothermia is a condition that occurs when the temperature of the human body is lowered to a dangerous point due to exposure to cold and/or wet conditions. Cold temperatures and wet conditions work together to pull heat away from the body lowering the body's core temperature. Even in mild conditions, the addition of rain or submersion in cold water and can sufficiently reduce body warmth to trigger hypothermic conditions in the body. A person's condition can degrade rapidly impairing breathing and coordination making it impossible to swim or keep one's head above water. Emergency action needs to be taken no matter what the level of hypothermia. However, prevention is always the best policy.

Sudden entry into cold water can cause cardiac arrest, even for healthy people. The shock of cold water also can cause an involuntary gasp reflex that can cause victims to inhale water and drown. In cold water, after just a few minutes, the ability to swim or tread water is impaired as the victim loses muscle coordination. If in extremely cold water, people should conserve body heat by remaining as still as possible and reducing the amount of body exposed to the water. Critical heat loss areas to protect are the torso, armpits, head and groin. The Heat Escape Lessening Posture (H.E.L.P.) helps conserve body heat – pull legs up to chest; hold arms close to body and across chest. Remaining still and using the H.E.L.P. increases survival time.

You don't have to fall in the water to get hypothermia! Cold air temperatures and any moisture on the body (from being splashed, rain, sleet, snow) can lead to hypothermia. The only true safety device or practice other than common sense is a support/coaching launch.

A very dangerous situation is still present when a person who has been in the water for some time is taken out of the water. Further heat loss must be prevented. The victim should be protected against wind and rain if possible.

1. Early Hypothermia

Symptoms: Rapid shivering, numbness, loss of strength and coordination, semi-consciousness.

Action: Maintain open airway. Transfer to a warm environment as soon as possible. Remove wet clothing. Use blankets to help warm individual or if available a warm shower. Others can use their warm bodies to warm the victim. Warm torso area first. Seek medical attention.

2. Profound Hypothermia

Symptoms: Person will be pale, stiff, and cold; and unresponsive to stimuli, and possibly unconscious. Little or no cardiac or respiratory activity will be present.

Action: Call for emergency help immediately! Wrap body core, not extremities, to warm core and prevent shock from extremities being warmed first. Move or manipulate as gently as possible. Prevent further heat loss. Maintain open airway, and activate EMS procedures (AED /defibrillator).

Knowing Hyperthermia (Heat-related emergency)

Higher temperatures and high humidity can lead to heat related illnesses that coaches and rowers need to keep in mind. As humidity rises, the body's ability to cool off through sweating is diminished since evaporation is limited. The best way to avoid heat-related injuries is to practice at cooler times of the day: early morning or late afternoon. The body needs time to acclimate to increased temperatures. Intake of fluids is also key, and should be encouraged. Dehydration further impairs the body's ability to cool off.

There are three major heat-related illnesses to be aware of: Dehydration, Heat Exhaustion and Heat Stroke.

1. Dehydration

The heat related problems always start with dehydration and accompanied by an elevated body core temperature. Exercise further increases heat load on the body. With increased core temperature, energy demands for temperature regulation increase and this further depletes energy resources, particularly glucose stores. These conditions are prerequisites for the heat-induced illnesses. However, it should be mentioned, in the case of excessive thermal load, heat exhaustion and heat stroke may occur without dehydration.

2. Heat Exhaustion

Early Symptoms: Heavy sweating, cramps, tiredness, weakness, malaise, mild decrease in performance.

Action: Rest and fluid replacement.

Advanced Symptoms: Profuse sweating, lack of muscle coordination, impaired judgment, emotional changes, high heart rate, abdominal cramps, headache, loss of endurance/skill, confusion, nausea, and skin may be cool or sweating but a pale color.

Action: Rehydration is a priority. If there is mild temperature elevation, an ice pack may be used to help cool the body to normal temperatures. Several days rest may be necessary.

3. Heat Stroke

Symptoms: Confusion, nausea, vomiting, seizures, lethargy. The victim loses consciousness.

Body temperature rises as high as 106˚ F. Skin is dry and clammy.

Action: Call for medical help immediately! This is a potentially fatal condition. Maintain open airway. Cool the person - splash water on the body, use a fan to cool. Ice packs may be placed in the groin and armpits. Victim must receive emergency medical attention (EMS, hospital) even if conscious.

Heat exhaustion or heat stroke can occur in the presence of good hydration.