

TBYC Back to Racing RISK ASSESSMENT (November) 2020 (v3)

This risk assessment has been compiled taking into account RYA guidance on restarting racing and Covid 19 dated 27th November 2020, HM Government Guidance Notes

Government guidance states we should share the results of our risk assessment with our members. We will publish the results on our website.

1. The TBYC will always follow Government advice. The Covid-19 preventative measures are vital to protecting health and wellbeing and to minimise pressure on frontline services. We all have a role to play by following the Government guidelines.
2. We will, as a boating community, take a considerate and conservative approach
 - Considerate: be mindful of the potential impact that you could have on other water users and do not place unnecessary extra strain on the RNLI and emergency services
 - Conservative: help to minimise risk by taking an extra conservative approach to your boating.

For racing this means:

- We will follow any Government advice relating to amateur events or sporting competitions
- When planning a competitive activity we will consider others who may be using the water at the same time for other activity
- We will consider how we can safely enjoy the water together whilst remaining socially distant
- We will be considerate by using racing formats which encourage and enable social distancing
- We will be conservative by minimising the risks through ensuring we remain within the comfort levels of all participants
- We will be conservative by ensuring we do not promote or encourage gatherings before or after racing

RISK ASSESSMENT (November) 2020

Name of club & Location: Thorpe Bay Yacht Club | 15 Thorpe Bay Gardens, Southend-On-Sea, Essex SS1 3NW

Activity: Protection against Covid-19

Potential hazards: Infection & illness

1. **Coronavirus infection is acquired by 2 principle routes** - Whilst Coronavirus symptoms are often mild, it can cause acute illness and in some individuals death. Infection is acquired by 2 principle routes:
 - A. Airborne droplets carrying the virus which have been exhaled by an infected person. The risk is greatest when a person is displaying symptoms, but not all infected persons have symptoms. Coughs and sneezes increase infection risk. The virus can enter another person via mouth, nostrils or eyes.
 - B. Contamination of hands from touching a surface contaminated with virus particles (because an infected person has coughed or sneezed over it, or passed on the germs with their hands) and then touching your own face (mouth, nostrils, eyes) with your contaminated hands.
2. **Protect yourself from infection in 2 principle ways** - Assume everyone is infected:
 - A. SAFE SOCIALISING - Social distancing – as far as possible, keep the minimum distance advocated by government from all other people. This will reduce the risk that you inhale airborne virus particles from an infected person.
 - B. WASH HANDS REGULARLY. Ensure all staff members have adequate training and that they wash hands frequently and vigorously using soap and water for 20 seconds. They should avoid touching their face. Both hand washing and face touching should be monitored throughout the working day and staff should be reminded to adopt this practice if they are seen to fail to do so. Regular reminders will help employees adopt this safe behaviour.

EFFECTIVE HANDWASHING WITH SOAP & WATER IS YOUR BEST DEFENCE AGAINST INFECTION

3. **Looking after your members** - Effective precautions must be employed which will significantly reduce transmission of the virus between people
 - A. All members must read this RA prior to taking part. This will make members aware of the controls within this RA (Risk Assessment).
 - B. Should a member develop symptoms at any point, they should leave the premises immediately to self-isolate. We would then follow NHS guidance
4. Shore Box/Committee Boat & Race Management and Courses.
5. Guard Boat Management
6. Racing with participants from different households

7. Competitors Launch & Recovery

8. Protests

9. Results Management

10. Managing the Conditions

Risk Assessment control table: The following table is a checklist for your risk assessment. If you answer “no” for any item you should provide further information on what alternative actions you are able to take to mitigate the risk.

	Control implemented (please tick Y/N) (*Committee Boat only)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
4.0	Shore Box/Committee Boat & Race Management and Courses			
4.1	Race Mgt will be undertaken using a max of 4 people: RO – ARO plus 2 assistants. Use of the shore box/committee boat will remain as defined in the 2020 Sailing Instructions.		N	Observing the Rule of 6 and the relevant Tier system criteria
4.2	Selection of the above will be in line with HMG Guidelines		N	We will endeavor to select people from the same household or within a bubble or from different households as per 4.1 above
4.3	Transfer to and from the CB to be done by Displacement Boat or rib whilst observing social distancing. (Not applicable for Shore Box starts)	Y		
4.4	Passing within confined spaces – pass back to back or pass within 15 seconds of each other.	Y		
4.5	RO & ARO and assistants must define their roles on board the CB or within the Shore Box. The following rules must be observed if the social distancing rules apply – as per 4.2 1) 1 person only to helm the boat and the other to let go and retrieve the mooring * 2) 1 person only to set the course boards in the usual way at the front & rear of the CB * 3) 1 person only to hoist the flags and 1 person only to use the hooter 4) 1 person only to record the timings. All equipment used to be wiped down at the end of the day's racing		N	Due to the confines of the area we will ensure that hand sanitiser is available, masks should be worn when not complying with details in 4.2

4.6	Courses will always be selected using the fixed club marks, with consideration to other water users. A start mark will need to be layed.* Courses are to be set as per the 2020 Sailing Instructions.		N	One orange dumpy buoy and tackle will remain on board the CB. This is to be wiped down after use and handled only by 1 member of the Race Mgt Team and 1 member of the crew of a displacement boat to minimize risk. Buoy to be wiped down after use.
4.7	Start Times will be the usual 3 min interval staggered starts to mitigate congestion on the water.		N	Start times will be governed by the RO taking into consideration of the speed of launching of competitors whilst they maintain social distancing. The RO may postpone the start time as they feel necessary to give all competitors a fair opportunity to launch and make the start.
4.8	RO to assign guard boats to zones withing the course set. Any direct contact between a support boat and a competitor is to be recorded by the RO for Track and Trace purposes.	Y		
4.9	Records of the race results to be recorded in the usual manner observing 4.4. On completion these need to be photographed and emailed to the Results Officer – email: raceresults@tbyc.org	Y		
4.10	Aside from these specific Covid 19 guidelines / risks, RO's should observe and maintain all TBYC guidance to RO and ARO's and the 2020 Sailing Instructions as listed on the TBYC website.	Y		

	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
5.0	Guard Boat Management			
5.1	Both SS2 and SS3 to be used and manned by 2 people – compliant with 4.2	Y		
5.2	2 x ribs should be used whenever possible and should be manned by 2 people where possible. A single rib with 1 crewman is not sufficient.		N	If ribs are not sufficiently manned, a decision will be made by the DO & RO if they deem racing can go ahead taking into account the conditions.
5.3	Rib launch to be carried out by 2 people whilst observing social distancing	Y		
5.4	Crews to displacement boats to be taken by the rib or tender whilst observing social distancing (not applicable for Winter Series)	Y		
5.5	1 x displacement boat to be assigned as a boatswain's boat maintaining social distancing. All SS boats to proceed to their assigned zones asap	Y		
5.6	When approaching a casualty, a mask should be worn. Any direct contact between a Support boat crew member and a competitor must be reported to the RO to ensure recording for Track and Trace purposes.		N	Members are encouraged to provide their own masks and take reasonable steps to avoid cross contamination. The club will provide a limited number of masks is required.
5.7	Leaving SS2/3 is the reverse of 5.4. Cleaning down will be carried out before disembarkation.		N	Cleaning kits to be available with keys and radios as applicable via the Duty Officer. Equipment to be wiped down after use

5.8	Rib recovery will be the reverse of 5.3 and washed down in the usual manner		N	Rav 4 will also need surfaces cleaning after use, using the cleaning equipment left inside the vehicle
5.9	All equipment – keys, radios etc to be handed back to the Duty Officer who will wipe down and return to their usual storage places	Y		
	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
6.0	Racing with participants from different households			
6.1	It is important that all participants take personal responsibility for evaluating any potential risks to themselves or others.	Y		
6.2	<p>All participants prior to sailing with people from other households</p> <ul style="list-style-type: none"> • Self symptom check before leaving home • Assess personal risk and that of your team • Limit car sharing • Register your attendance with the host club for test and trace (signing on race sheet) • Arrive in sailing kit where possible – changing rooms will be open with limited access. Showers will not be in use. • Sanitise hands on arrival and prior to touching any shared surface • Always maintain social distancing whilst ashore before launching and after recovery 		N	This is the responsibility of the competitors.
✱	See flow chart below to determine your risk. 6.3 – 6.10 refer to this chart.			
6.3	Whilst rigging - > 1m proximity and not face to face. Low risk	Y		
6.4	Competitors will need to sign on and off as per the normal club Si's. A common pen will be supplied as will hand sanitiser. Everyone must sanitise on exit of the boatswain's hut. The sign on sheet will include a column to identify those who are from different households. This must be adhered to.		N	The hut is considered to be a “pinch point” and as such people must either socially distance or use mitigation by passing back to back or with 15 seconds of each other,
6.5	Pre-Start & post race - > 1m proximity and not face to face, Low risk	Y		
6.6	Sailing straight line- sitting on and deck-not face to face - < 1m proximity. Medium or High risk		N	Medium risk if < 15 mins, High risk if > 15 mins For high risk: no shouting, min 0.5m separation, face coverings considered when conditions permit.
6.7	Sailing in straight line while trapezing > 1m proximity and not face to face. (ie twin trapezing)		N	Medium risk if < 15 mins, High risk if > 15 mins For high risk: no shouting, min 0.5m separation, face coverings considered when conditions permit.
6.8	Sailing in straight line while single trapezing > 1m proximity and not face to face. Low risk	Y		
6.9	Manoeuvring < 1m proximity fleetingly and not face to face for < 15 mins Medium Risk		N	Face to face to be avoided. Organise manoeuvres to maximise social distancing
6.10	Mark Rounding (Spinnaker hoist & drop) > 1m and not face to face. Low Risk	Y		

✱	Flow Chart to help understand and mitigate the risk	If you are within the medium or increased risk category, you will need to introduce mitigations to control the risk. Here are some mitigations we advise you follow		
	<pre> graph TD Start[During Sailing & Racing, each participants proximity interactions are] --> P1[>1m Proximity] Start --> P2[1-0m Proximity] P1 --> L1[LOW RISK No further action] P2 --> NFF[Not face to face] P2 --> FF[Face to face] NFF --> NF1[The interaction is fleeting (<3 secs)] NFF --> NF2[The interaction is non-fleeting (>3 secs)] FF --> F1[The interaction is fleeting (<3 secs)] FF --> F2[The interaction is non-fleeting (>3 secs)] NF1 --> L1 NF2 --> M1[MEDIUM RISK Consider risk mitigation. Calculate full length of time in close proximity (<1m proximity)] F1 --> M1 F2 --> I1[INCREASED RISK Risk mitigate for each occurrence] M1 --> A1[Accumulation above 15 minutes] A1 --> I1 </pre>	No.	Mitigation	Applies To
		1	Pre-attendance Symptom Check	All participants
		2	Maintain record of participant contact details for 21 days	All participants – Managed by Race Management
		3	Normal social distancing protocols to be followed onshore	All participants
		4	When sailing, if unable to maintain more than 1m separation then maintain at least 0.5m separation between crew with other non-face to face mitigation	Competitors
		5	Organise manoeuvres to maximise social distancing and avoid face to face where this would normally occur	Competitors
		9	Ensure numbers onboard Committee Boats are limited dependent on size of boat to allow minimum 1m spacing	Race Management team
		10	At end of day or before use by another person clean down equipment	All participants
		11	At end of each race and more frequently where practicable, practice hand hygiene	All participants
	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
7.0	Competitor Launch and Recovery			
7.1	Members to observe distancing at all times as per the TBYC Free Sailing Guidelines.		N	Pinch point is the TBYC jetty. Sailors are to remain at the front of their boats and remain on one side of the jetty allowing room for trolleys to be removed at a suitable distance. Boats should be rigged in the dinghy park not on the jetty. Launch and recovery should be done expediently.
7.2	Competitors may assist each other launching and recovering whilst maintaining social distancing.	Y		

	Control implemented (please tick Y/N)	Yes	No	If a control has not been employed, what alternative control / actions taken to resolve
8.0	Protests			
8.1	Any protest is to be lodged verbally to the RO of the day, followed up with the protest details on email to sailingsectbyc@gmail.com . If protest hearing is required, this will be done via a zoom meeting.	Y		

Face coverings

If you do choose to use a face covering as mitigation, please ensure you understand the Government guidance on face coverings. We appreciate face coverings may not be suitable for all boats and in all situations.

Test & Trace Contacts

Based on our risk assessments, the following should be considered as close contacts for the purpose of test & trace in the context of sailboat racing.

1. Those who have sat within 1m of each other on the side deck for more than 15 minutes.
2. Those who have been below deck at the same time for a total of more than 5 minutes.
3. Those who have recovered someone or been recovered from the water.
4. Those who have had a non-fleeting face to face interaction within 1m of another crew member

SIGNED:	<i>Howard Warrington</i>	PRINT NAME:	Howard Warrington
DATE:	29th November 2020	JOB TITLE:	Rear Commodore Racing

Please see below the RYA Guidance for the tier system.

Guidance on what is possible in each English tier

(Updated 27 November 2020)

New rules come into effect from the beginning of Wednesday, 2 December and the [Government's Winter Plan](#) sets out the detail for each tier. [Find out what tier](#) your local area is in. From 2 December, across all of England, regardless of tier:

- The requirement to stay at home unless you have a reasonable excuse to leave will end, with domestic and international travel being permitted again subject to guidance in each tier
- Grassroots sport, including sailing and boating, will be allowed to resume from this date – clubs and marinas will be able to reopen
- People will no longer be limited to seeing only one other person in outdoor public places – the rule of 6 will now apply as it did in the previous set of tiers

The Government has assessed that stronger measures are needed in some areas to prevent the epidemic from growing. Briefly, and from what we know so far, the following table summarises the restrictions that will apply in each tier in England.

Activity	Tier 1 - Medium Alert	Tier 2 - High Alert	Tier 3 - Very High Alert
Meeting with others	You can see people from different households both indoors and outdoors in groups of up to 6 people from different households - "the rule of 6".	You can see people from different households outside in groups of up to 6 people but you can only meet inside with those in your household or support bubble.	<p>You can meet with others in public outdoor places, such as beaches or parks, but only in groups of up to 6 people from different households.</p> <p>You can only meet indoors or in private outdoor spaces, such as someone's garden, with those in your household or support bubble.</p>

Staying overnight	You can only stay overnight somewhere if it's with those in your household, support bubble or within the rule of 6.	You can only stay overnight somewhere if it's with those in your household or support bubbles.	You can't stay overnight somewhere outside of local area unless needed for work, education or similar. This should only be with those in your household or support bubble.
Hospitality - club bars and restaurants	<p>Restaurants and bars can be open. However, they must provide table service only.</p> <p>They should close by 11pm and take last orders at 10pm.</p> <p>The rule of 6 applies.</p> <p>Takeaway and delivery services can remain open after 10pm.</p>	<p>Restaurants and bars must close unless they operate as restaurants and are able to serve a substantial meal providing table service only. Alcohol can only be served with a substantial meal.</p> <p>They should close by 11pm and take last orders at 10pm.</p> <p>You can only go to these places with people from your household or support bubble.</p> <p>Takeaway and delivery services can remain open after 10pm.</p>	Takeaway and delivery services can remain open.
Exercise, sporting and physical activity	<p>Sailing clubs and marinas can open.</p> <p>All forms of recreational boating are permitted within the rules for meeting others.</p>	<p>Sailing clubs and marinas can open.</p> <p>All forms of recreational boating are permitted within the rules for meeting others.</p>	<p>Sailing clubs and marinas can open.</p> <p>All forms of recreational boating are permitted within the rules for meeting others.</p>
Travel	Avoid travel into tier 3 areas but you can travel through a tier 3 area as part of a longer journey.	Avoid travel into tier 3 areas but you can travel through a tier 3 area as part of a longer journey.	Avoid travel outside of a tier 3 area but you can travel through other areas as part of a longer journey.