

# Sail Training Extracts from Risk Management Plan Tables\_2019-02

EXTRACTED FROM Risk Management Plan 2019 V3.5 with new risk #'s 63,64 & 65 added.

The Audience for this document is the Sail Training staff and volunteers

## Duty of Care

Club and race officials will owe a duty of care to participants in sailing races and activities where there is a reasonably foreseeable risk of harm or injury to participants as a result of their actions.

In exercising this duty of care, the law requires officials to take reasonable steps to reduce the likelihood of injury to participants as a result of those risks which are foreseeable.

The following legend applies to the "Responsible Person" field:	
BC	Patrol Boat Captain
PRO	Principal Race Officer
RC	Rear Commodore
ROC	Race Office Coordinator
<b>STF</b>	<b>Sail Training Facilitator</b>
<b>STT</b>	<b>Sail Training Trainer/Coach</b>
VC	Vice Commodore
COM	Commodore

\* Assumes Treatment(s) understood and in operation

## Likelihood Scale

Rating	LIKELIHOOD
	The potential for problems to occur in a year
A	ALMOST CERTAIN: Will probably occur, could occur several times per year
B	LIKELY: High probability, likely to arise once per year
C	POSSIBLE: Reasonable likelihood that it may arise over a five-year period
D	UNLIKELY: Plausible, could occur over a five to ten year period
E	RARE: Very unlikely but not impossible, unlikely over a ten year period

## Severity Scale

Rating	POTENTIAL IMPACT
	In terms of the objectives of the organisation
A	CATASTROPHIC: Most objectives may not be achieved, or several severely affected
B	MAJOR: Most objectives threatened, or one severely affected
C	MODERATE: Some objectives affected, considerable effort to rectify
D	MINOR: Easily remedied, with some effort the objectives can be achieved
E	NEGLIGIBLE: Very small impact, rectified by normal processes

## Intro Legend

## Sail Training Extracts from Risk Management Plan Tables\_2019-02

### Risk Priority Scale

		Impact				
		A	B	C	D	E
LIKELIHOOD	A	Extreme 1	Extreme 1	Major 2	Major 2	Medium 3
	B	Extreme 1	Extreme 1	Major 2	Medium 3	Minor 4
	C	Extreme 1	Major 2	Major 2	Medium 3	Minor 4
	D	Major 2	Major 2	Medium 3	Minor 4	Minor 4
	E	Medium 3	Medium 3	Minor 4	Minor 4	Minor 4

### Risk Rating Key

1	Extreme risks that are likely to arise and have potentially serious consequences requiring urgent
2	Major risks that are likely to arise and have potentially serious consequences requiring urgent
3	Medium risks that are likely to arise or have serious consequences requiring attention
4	Minor risks and low consequences that maybe managed by routine procedures
5	Use this to note a risk that does not apply to your organisation

### Intro Legend

Sail Training Extracts from Risk Management Plan Tables\_2019-08

On Water Risks

ID no	Hazard	Likelihood*	Severity*	Risk Rating*	Treatment	Resources	Responsible Person	Time-frame
1	Unforeseen severe weather changes (including squalls, electrical storms) resulting in sailors and officials being exposed during events.	B	A-B	1	Surveillance by on water & tower race management staff. Monitoring of weather forecasts & updates. Nominated Incident Coordinator	Internet weather surveillance Inter-club contact	PRO, RC, STF, STT Tower Staff	Ongoing
3	Hypothermia contracted by sailors and race officials.	D	B	2	Monitoring weather conditions, Info session for sailors.	RHIB, Thermal blankets	PBC, PRO, BC, STF, STT	Ongoing
8	Insufficient supervision in training exercises resulting in accidents or personal injury.	C	C	2	Appropriate trainer – trainee ratio. Appropriate trainer training. Appropriate monitoring of training activities	Training Guidelines Adequate trainers	RC STF STT Tower Staff	Ongoing
9	Personal injury to selves or others as a result of inexperienced sailors participating beyond their capacity.	C	C	2	Info session – advice on class wind limits – reminder of personal decision to sail. Proper monitoring of competitors while sailing	Class wind limits. Weather forecasts & reports	PRO RC BC STF, STT	Info session Ongoing
11	Persons at risk as a result of insufficient safety equipment.	E	A	3	Monitoring of compliance of personal buoyancy requirements by Race Management staff Proper monitoring of competitors while sailing	Rule Book & SIs	RC, STF, STT PRO	Prior to event & during event
12	Sunstroke / sunburn / dehydration to sailors and /or officials.	B	D	3	Adequate supplies of sunscreen and bottled water. Advice at info session	Sunscreen, Water	ROC, BC, STF, STT PRO	Prior to event
13	Injury to officials, sailors or other water users from rescue and race official boats/ propellers.	E	B	3	Adequate boat driver training & accreditation. Propeller guards for RHIBs.	TL3 & Licence	RC, STF, STT PBC, BC	Next Motor Changeover
14	Lack of safety / rescue equipment by race / event organisers resulting in ability to assist participants as required.	D	C	3	Appropriate ratio of patrol boats to competitors. Equipment checklists & compliance monitoring.	Rescue Boat Equipment Checklist, Safety equipment	RC, STF, STT PBC	Ongoing
16	Mechanical breakdowns / gear failure resulting in not being able to provide effective rescue capabilities.	C	D	3	Daily survey of rescue craft. Accredited routine service schedule.	Rescue Boat Survey Checklist	RC, STF, STT PBC	Ongoing
63	A sailor is trapped (eg: tangled in the rigging) in a semi capsized (on its side) yacht.	C	D	3	Proper monitoring of competitors/trainees while sailing Adequate training of Patrol Boat crews in how to respond. Early inclusion of capsized safety skills in training courses.	RHIBs & swimmers Training Course Guidelines	PRO, ROC, BC, STF, STT	Ongoing
64	A sailor is trapped underneath a fully capsized (upside down) yacht.	C	D	3	Early identification if sailors are missing when a yacht capsizes Adequate training of Patrol Boat crews on rescuing an upside down yacht. Early inclusion of capsized safety skills in training courses.	RHIBs & swimmers Training Course Guidelines	PRO, ROC, BC, STF, STT	Ongoing
65	Personal contact that results in a notification under the Child Safe Standards	E	D	4	Adequate training of Patrol Boat crews on rescuing children and young people. Educating parents and participants in regards to the likely need for contact if a rescue is required. Educating the children & young people participating that MSC is a Child Safe Club; "if you don't feel its Fun, Safe, Friendly or your not happy then speak to your parents or our MPO".	MSC Child Safety Policy, Training Guidelines, Child Safe Training, MSC Club Code of Conduct, Junior Training Program Code of Conduct, Posters in all rooms.	STF, STT, COM, MPO	Ongoing

Off Water Risks

ID no	Hazard	Likelihood*	Severity*	Risk Rating*	Treatment	Resources	Responsible Person	Time-frame
23	Inaccurate interpretation of weather reports resulting in sailors heading out to sea in dangerous conditions.	D	C	3	Proper training in interpretation of weather reports and warnings & their limitations. Continual monitoring of weather trends around the bay. Information sessions prior to event.	Internet, Other clubs.	RC, STF PRO	Ongoing
27	Personal injury to sailors competing / participating in boats of poor repair.	D	C	3	Monitoring of compliance to YV/YA safety requirements at race entry / declaration. During coaching and training. Coaches and instructors to ensure all boats are seaworthy before they leave the beach.		RC, STF, STT PRO	Prior to event
30	Personal injury and property damage arising from rigged boats, rigging accidents such as falling masts, wire under tension, etc...	D	C	3	Raceday & Exec staff monitoring. Info session – awareness. Supervision of trainees		Raceday & Exec Staff STC	Daily

On Water Risks

ID no	Hazard	Likelihood*	Severity*	Risk Rating*	Treatment	Resources	Responsible Person	Time-frame
31	Inadequate compliance checks conducted on boats participating in club activities.	C	D	3	Information sessions - advice to sailors' own responsibility for sea worthiness of boat.	Equipment Compliance Checklist	RC, STF	Ongoing
36	Inadequate use of sign on/sign off sheets leading to lack of understanding of boats on shore and on water	C	C	2	Information session regular reminders Monitoring	Info sessions Boards/sheets	RC, STF	Ongoing
66	Personal contact or favouritism that results in a notification under the Child Safe Standards	E	B	4	Adequate training of all club member volunteers on MSC Child Safety Policy and expectations. Educating parents and participants in regards to MSC being a Child Safe Club that promotes a culture of child safety.	MSC Child Safety Policy, Child Safe Training, Training Guidelines, MSC Club Code of Conduct, Junior Training Program Code of Conduct	BC, STF, STT, COM, MPO	Ongoing