

Sussex Sailability

Sailing Access 2.3 & 303

Risk assessment

Sussex Sailability Access 2.3 & 303 Assessment

Event:	Access 2.3 & 303	Website:	www.sussexsailability.org.uk
Organising Authority:	Sussex Sailability	Email:	sussexsailability@gmail.com
Sailing Area	River Adur East of the footbridge up to, and the Including Kingston Beach.	Expected number of boats:	2 x Access 303 6 x Access 2.3
Operating area:	Shoreham Harbour	Authorities Informed:	Shoreham Harbour RYA Sailability
OOD Callsign:	Syco Base		
Sussex Sailability Headquarters:	Sussex Yacht Club Tel No.01273 464868		

Signed:

Senior Instructor:

Date:

Review Date:

Sussex Sailability Access 2.3 & 303 Risk Assessment

Risk Category	Description of Risk	Priority	Severity	Probability	Risk Factor	Measures to reduce Risk
1. Injury and/or fatality	1.1 Slip, Trip and/or Fall	Medium	3	2	6	1.2, 1.4, 1.5, 2.2, 2.5, 4.1, 4.3
	1.2 On board equipment i.e. boom	Medium	4	2	8	1.2, 1.5, 1.8, 1.9, 2.2, 2.5, 4.1, 4.3
	1.3 Result of rig or equipment failure	Medium	3	1	3	1.3, 1.8, 1.9, 2.4, 2.5, 3.2, 4.2
	1.4 Result of collision with other sailing vessels	Medium	3	2	6	1.1, 1.2, 1.3, 2.1, 2.2, 2.4, 4.2
	1.5 Result of collision with commercial vessel	Low	5	1	5	1.1, 1.2, 1.3, 2.1, 2.2, 2.4, 4.2
	1.6 Falling in water from quay side	Medium	5	1	5	1.3, 2.4, 4.1, 4.2
2. Boat damage	2.1 Using the hoist	High	5	2	10	1.1, 1.2, 1.8, 2.1, 2.4, 4.3
	2.2 Rig or equipment failure	Medium	2	2	4	1.3, 1.9, 3.1, 3.2
	2.3 Result of collision with other dinghy's	Medium	2	2	4	1.1, 1.5, 1.3, 1.7, 2.1, 2.4, 2.5, 3.2,4.2
	2.4 Result of collision with commercial vessel	Medium	5	1	5	1.1, 1.5, 1.3, 1.7, 2.1, 2.4, 2.5, 3.2,4.2
3. People in the water	3.1 Injury and/or fatality form Man Overboard	Low	5	1	5	1.1, 1.2, 1.3, 1.4, 2.2, 2.3, 2.4, 3.1, 3.2, 4.1, 4.2,
	3.2 Injury and/or fatality from swamping.	High	5	2	10	1.1, 1.2, 1.3, 1.4, 2.2, 2.3, 2.4, 3.1, 3.2, 4.1, 4.2,
	3.3 Injury and/or fatality from embarking and disembarking from the craft at the jetty.	High	5	2	10	1.1, 1.2, 1.3, 1.4, 2.2, 2.3, 2.4, 3.1, 3.2, 4.1, 4.2,
4. Disability	4.1 Physical	High	5	2	10	4.1, 4.2, 4.3
	4.2 Neurological	High	5	2	10	4.1, 4.2, 4.3
5. Other Hazards when sailing S 16's	5.1 High Wind conditions	Medium	5	1	5	1.1, 1.3, 1.4, 1.5, 1.8, 2.2, 2.3, 2.4, 2.6, 3.1, 3.2
	5.2 Rough seas	Medium	5	1	5	1.1, 1.3, 1.4, 1.5, 1.8, 2.2, 2.3, 2.4, 2.6, 3.1, 3.2
	5.3 Bad visibility	Low	3	1	3	1.1, 1.3, 1.4, 1.5, 1.8, 2.2, 2.3, 2.4, 2.6, 3.1, 3.2
	5.4 Shipping Movements	Medium	5	1	5	1.2, 1.4, 1.5, 1.7
	5.5 Fatigue	Medium	3	3	9	1.3, 1.4, 1.5, 1.8, 2.2, 2.3, 2.4, 2.6, 3.1, 3.2
	5.6 Launch & Recovery of boats	Medium	2	3	6	1.2, 1.4, 1.5, 1.9, 2.5, 4.1, 4.3

Sailability 2021:

Sussex Sailability Access Risk Assessment

General Instructions for a Sailability Session using Access 2.3's & 303's

1. Sessions will be sailed in the Adur River or in the waters of Shoreham Harbour
2. The OOD has overall responsibility for assessing the suitable conditions for sailing to commence.
3. The helm is responsible for assessing the sailing conditions to avoid the risk of collision and grounding.
4. The helm of twin Access boats will be responsible for the safety of the crew whilst the boat is away from the jetty
5. The Helm will be responsible for assessing the prevailing conditions when the boat has left the jetty
6. Suspension of sailing after launch is at the discretion of the helm in liaison with the OOD and safety boat skippers.
7. The helm is to gain the assistance of safety boats in all incidents relating to safety and/or injury.
8. Safety boat cover is mandatory
9. Wind speed for sailing will be assessed with the nominated Senior Safety Boat Officer and OOD at the beginning of the session. No sailing is permitted in club boats in winds of 21 knots and greater.
10. The nominated Senior Safety Boat Officer will liaise with the Port Authority about the session and shipping movements.
11. The OOD/safety boat skippers will suspend sailing when there is poor visibility due to fog or mist.

1. Planning:		
Measures.	General Comments.	Additional Measures
1.1 Tidal Prediction Information, weather and wind forecasts	The OOD to obtain in advance for a pre-session briefing.	OOD allocated to each session on Duty Man at least 4 weeks prior to the session date
1.2 Helm allocated to boats.	Helm of boats must be approved and logged by a senior instructor.	Sailing area instructed by OOD
1.3 Safety Boat Cover	OOD to ensure there is sufficient boats and RYA Safety qualified drivers available for the session	No Boats allowed on the water without safety boat cover. OOD to nominate the Senior Safety Boat Officer for the session. Minimum requirement on a safety boat will be one RYA Safety Boat qualified driver and one RYA Power Level 2 Ratios of safety boat cover to crafts to be 1 safety boat to six crafts. The limits of the designated sailing area to not exceed the ability of a safety boat to reach any casualty within 3 minutes
1.4 Advance Briefing of all boat Helms and Crews	OOD to hold a briefing prior to the sailing session	Skippers to collect new crews and brief before leaving the jetty. OOD to include a member of the reception team on the briefing
1.5 Advance Briefing Crews	Boat Helms to brief crews before launching	Helms to ensure that they are aware of the abilities of the people coming aboard and inform their crews accordingly.
1.7 Notification of activities and advice from appropriate Authorities.	Nominated Senior Safety Boat Officer for the session to advise Port Authority of sailing session and request information relating to ship movements for the period	Session reception team advised of shipping movements

	of the session. Helms informed of movements during briefing	
1.8 Pre-launch inspections	All boats to be inspected by OOD and Helms prior to launch to ensure the boat has been rigged properly.	Inspections can be undertaken by instructors and confirmed to OOD
1.9 Boat/Trailer defects.	Any defects or breakages noted during the session are to be reported to the OOD before leaving. The OOD can then inform the appropriate person to effect repairs.	OOD to inform SYC Office of defects as back-up in case there is a need to declare the boat out of use.

2. Sailing:		
Measures.	General Comments.	Additional Measures
2.1 Sailors needing the hoist to get into the boat.	Jetty crew to ensure that the boat is tied alongside at the bow and stern before starting the hoist operation. The hoist operated by trained helpers only. One member of the crew operating the hoist to be in charge of the transfer and direct the sailor and team.	Safety boat advised and in attendance.
2.2 Helms to stay within the boundaries of the prescribed sailing areas	OOD to use safety boats to liaise with Access's in the event that there is sailing beyond approved limits	Boats noted to be persistently beyond the sailing area will be escorted off the water by the Safety Team and disqualified from further participation in that session. The Senior Safety Boat Officer will advise the OOD of the action requesting that they have a discussion with the individual to explain the situation of their disqualification from the session.
2.3 Crew per boat is 1 or 2 depending on the capacity of the Access boat.	The OOD and Skipper to ensure the boats do not exceed accepted capacity.	A senior instructor will approve sailors capable of sailing without an experienced helm.
2.4 Personal buoyancy aids are mandatory for everyone that goes onto the slip ramp, jetty and going into or on the water.	Reception, OOD and safety boat crews to ensure that everyone going into the designated wet area is wearing a correctly fitting bouncy aid.	Bouncy aids are provided by Sussex Sailability.
2.5 Launching and recovering boats will be supervised by the available OOD and available helpers.	The helm will need to satisfy themselves that adequate assistance is on hand for launching and recovering boats. Briefings will be required for those not experienced in launching and de-rigging an Access	The helm will need to ensure the boat is rigged properly prior to launch and is de-rigged suitable for storing following recovery.

2.6 Sail reefing in strong winds.	The OOD will confirm the need to reef sails if the wind conditions are too strong. Reefing is then to remain until permission has been granted by the OOD to remove.	The OOD will liaise with the Senior Safety Boat Officer to assess the decision on wind conditions and reefing. A joint decision will also be required to change from reefed sails if wind conditions improve
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3. Communications.		
Measures.	General Comments.	Additional Measures
3.1 The outside training room has a static radio that should be on channel M2 or P4 to manage water activities with the safety team. This set can be monitored by reception personal, but can only be used by either a competent VHF radio user or in the supervision of a certificated operator.	The OOD will need to be mobile to oversee activities on the jetty and at reception, therefore the base set can be monitored by the reception team and the OOD use a hand set whilst being mobile. The OOD will need to be aware that the handset is only good for short range communication.	OOD's are required to hold a certificate of competence to use VHF radios
3.2 Base to boat communication will normally be relayed via the safety boats VHF radios.	Helms are expected to have a whistle or use the accepted distress signal to attract the attention of the safety boat.	Safety boats will relay messages to Access helms by coming alongside. Safety boat crews to also have a whistle to attract the attention of the helm to come along side.

4. Mixed Ability Sailing			
Measures.		General Comments.	Additional Measures
4.1	Helms need to be aware of individual abilities/disabilities when sailing a twin Access.	Reception to advise the needs of crew members when collected for the session on the water	Helms to ensure that individual needs are managed before leaving the jetty.
4.2	Medical emergencies whilst on the water	The helm must ensure the security of the boat and safety of all on board before summoning assistance. When summoning assistance it is important to be precise in the nature of the emergency and the assistance required.	Helms are trained in the various methods for summoning assistance.
4.3	Disability awareness	All helms will need to have been on a disability awareness course.	helms to be first response first aid certificated.