

Rev.3 w.e.f. 29th March 2021

NB: THESE PROCEDURES AND REQUIREMENTS ARE REMOVABLE AND REVERSABLE and have been written in accordance with government guidance “Providers of grassroots sport and gym/leisure facilities”, Sport England Guidelines on “Return to Play” and British Rowing Guidelines.

Regular rowing sessions are now in place on Tuesday and Thursday evenings at Mylor – Doodle Poll is used to make up crews, instructions and information available via Facebook / Club officials.

Additionally the boat can be booked outside of these times using www.rowter.co.uk (or the app for android phones) – permission must be obtained from Lorraine Cann (rowing sec) before booking a boat out.

Coxes on each boat will take a register for test and trace and pass to the secretary for 21-day retention.

Gig Rowing is a very visible activity in Devoran, Mylor and Carrick Roads. Nothing we do under our Return to Rowing procedures should compromise DPGC reputation, and our conduct should always be respectful of each and every one of our members, other water users and members of the general public with whom we come into contact.

Every Crew Member has equal responsibility in the Gig and during our Sessions to help prevent virus transmission, and should act with care at all times in accordance with these procedures.

There is a QR code available in the gigs for anyone to “check in” to our venue, this is provided in line with government requirements for sporting venues.

Changes in government guidelines, or any localised Covid requirements will be kept under review for potential impact on DPGC and these Return to Rowing procedures will be amended as necessary.

PRE-REQUISITES TO BEING PERMITTED TO ROW

1. Every rower and Cox must be logged in the boat (via register or Rowter or both)
2. Every rower and Cox must have signed the ‘Opt In’ Form.
3. No-one with Covid-19 symptoms is allowed to participate in Gig rowing.
4. DPGC members must always to be mindful of the other water users and the general public around MYH. MYH is a busy place, so please ensure you practice normal social distancing on the quay.
5. All DPGC activities must be self-contained, hence do not accept any assistance from non-members, including catching and tying/untying ropes, etc, unless in an emergency.
6. Members should always carry their own personal mask and hand-gel for cleaning their hands and equipment once in the gig, and if required during the rowing session, or after handling/catching ropes.

GENERAL – LAUNCHING, ROWING, RECOVERY

1. The Cox is responsible for ensuring all requirements and activities are carried out safely and correctly.
2. The normal cox's thwarts must not be used. Instead it is necessary to use the temporary ("remote") cox's thwart in the wooden gigs and the sternsheets (aft buoyancy tank) in Frayed Knot to enable adequate distancing between Cox and No.6.
3. Extra time for handover and cleaning of equipment must be factored in to the time booked for each session.
4. Rowing Participation is limited to CLUB MEMBERS ONLY. No members of other clubs or the general public are permitted to row.
5. Nominated Cox to agree seating in the boat PRIOR to loading.
6. No passengers are permitted in the boat.
7. Crews to arrive at MYH in your rowing kit and travel home to change/shower. You may change your footwear during launch and recovery.
8. Personal belongings in the Gig should be MINIMAL and only contain the essentials for rowing safely. Do not leave any personal items in the boat after the session.
9. Prior to commencing gig preparation, all crew members must thoroughly sanitise their hands and don facemasks. Facemasks are to be worn until the gig has been fully embarked oars tossed or deployed and the crew is ready for rowing.
10. During gig preparation, all crew members must maximise social distancing and avoid face to face situations whenever possible.
11. All oars are to be wiped down with sanitiser prior to use, and also at the end of the session. Oars must be positioned correctly to minimise handling in the boat when being prepared for launch (blades aft, stowed along centreline on correct side with numbered handle and loom/leather within easy reach of the respective thwart).
12. Once nominated a seat, you are responsible for preparation and cleaning of that area of the boat including securing your cushion and placing of your oar (having greased the leather), stretcher and pins (including spares). Please use the assigned "Disinfection Kit" box provided. Each box should contain a refuse sack to collect used cleaning items (paper towels, etc) for safe disposal in the MYH bins after the session.
13. Note that each First Aid Kit contains disposable CPR masks to prevent cross infection in the unlikely event of CPR being required whilst out rowing.
14. The cox is responsible for cleaning the rudder/yoke/steering lanyards, safety bag and box and VHF radio before and after use. These should be kept stowed in the stern area of the gig.
15. Whenever possible a towing vehicle should be used for all trailer movements. DO NOT LAUNCH OR RECOVER WITHOUT TOWING VEHICLE ASSISTANCE IN THE AREA BELOW THE HARD SLIPWAY.
16. Launching and recovery of the gig from the trailer must be carried out under the close supervision of the cox. The Cox is responsible for controlling the operation and general conversation must be kept to a minimum with no raised voices.

17. To minimise risk both from close proximity and manual handling, the launch and recovery ramp must be used. The ramp must be secured in place using the pins on each side to prevent dislocation.
18. For launching, the bow must be guided onto the centre of the ramp as it clears the aft roller and then slid slowly down the ramp into the water, ensuring that the crew support the gig upright at all times.
19. For recovery the ramp **MUST** be used but there are options regarding use of the winch, the cox must consider the ability of the crew along with any time considerations (i.e. a busy slip) and can choose to either deploy options a, b or c below :
 - a. Full recovery using winch: Form a bowline in the forward painter, ensuring that the painter has been secured to the bow towing ring. The hauling winch hook is connected to the bowline and the bow guided onto the centre of the ramp. Crew must ensure the gig is held upright as it is hauled onto the trailer. When the gig has been hauled onto the gig rollers (i.e. has tipped onto the trailer clear of the water), the winch hook can be repositioned to the bow towing ring for completion of the recovery operation. N.B. Take care to ensure that tension can be taken off the hauling strap to enable the hook to be disengaged. **DO NOT USE THE WINCH TO FULLY HOUSE THE GIG ONTO THE BOW BUFFER UNDER LOAD.**
 - b. Partial winch recovery: Boat can be easily slid up the ramp by a fit crew maintaining good distance – note – wetting the ramp helps this process. Once the boat is tipped onto the rollers the winch cable can be attached and the boat taken up the trailer, noting the point in red above.
 - c. No winch recovery: Boat is fully recovered by the crew using the ramp and maintaining correct distances.
20. The empty trailer must be parked safely when not in use, and all touch points must be sanitised.
21. Embarkation of the Gig should be done as efficiently as possible, either over the bow from the slipway (in sequence Cox, No.6, No.5, No.4, No.3, No.2, No.1) or from the pontoon (in sequence Cox, No.1, No.6, No.2, No.5, No.3, No.4). Disembarkation at the end of the session will be in the reverse order. You must follow the Cox's instructions with only one person moving at a time and try to avoid touching other's thwart as you move to your position.
22. If the gig is found to be unbalanced with the original crew disposition, any necessary reassignment of rowing positions must be carried out before departing from the slip/pontoon. Once on the water, no changing of seats or crews are permitted during a session, unless you return to the quay and follow the unloading and cleaning requirements specified herein. This includes the Cox.
23. Once in the Gig and seated with stretchers correctly placed, crew masks may be removed if desired. Masks may be retained but members are reminded that British Rowing's opinion is that they become less effective when wet.
24. The Cox must sit in the stern sheets (i.e. on the buoyancy tank) and NOT on the Cox seat. Particular care must be taken between Cox and No.6 as they are facing each other.
25. Members must carry their own personal hand-gel for cleaning their hands and equipment once in the gig, and if required during the rowing session, or after handling oars and catching ropes.
26. Rowers should position themselves towards the end of their thwart (rather than towards the centreline) while listening closely for the Cox's commands and try to maintain a position facing towards the Cox, avoiding the temptation to turn to look down their oar (i.e. towards the rower in front of them).

27. Rowers should be mindful of how the virus is transmitted, so no spitting, shouting, excessive breathlessness and caution must be taken when blowing nose, or using tissues in the boat. You should also limit your touching of face, eyes, and mouth during any activity.
28. Rowing at this time is only permitted subject to low/medium intensity exertion to minimise spread of droplets. Strenuous effort is to be avoided unless in a navigational emergency. **DO NOT RACE.**
29. All rowers must keep in stroke to maximise distancing within the gig.
30. To minimise exertion, active rowing should be limited to periods of no more than 15 minutes with a rest break of approximately 2 to 5 minutes between each active rowing period.
31. At any time, if the Cox or any Rower feels uncomfortable about conduct in the boat during any part of the session, they are entitled to cancel the session or request to be returned to shore.

CREW CHANGEOVER AND END OF SESSION

1. Rowers must don facemasks prior to commencing sanitisation activities and changeover. Oncoming crew must thoroughly sanitise their hands and don facemasks prior to interfacing with the outgoing crew.
2. Each rower is responsible for sanitising their oar, pins, stretcher, thwart, cushions and hull (including the gunwale) up to the next rower's thwart in front - this includes any fenders (if used) in their area. No.1 rower is also responsible for sanitising the head line (painter) and spare pin bucket.
3. The Cox is responsible for cleaning the buoyancy tank, aft gunwale, rudder and steering lanyards, stern line (painter), VHF radio and safety box and bag.
4. On completion, all disposable cleaning materials and debris must be bagged up and safely disposed of in MYH bins.
5. Getting in or out of the Gig should be done as previously mentioned (section 18 above) in seat order and only when instructed by the Cox.
6. Social Distancing Measures (2m) must be adhered to on the Quay (and Pontoon when in use) at all times, and avoid lengthy congregation and raised voices.
7. No passing on the Admiralty Quay steps or pontoon gangway.

FIRST AID – RESCUSCITATION – COVID PRECAUTIONS

Because of the heightened awareness of the possibility that any victim may have COVID-19, Resuscitation Council UK offers this advice:

- Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. Do not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives.
- Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999.
- If there is a perceived risk of infection, rescuers should use a CPR FACE SHIELD from the on-board First Aid Kit or place a cloth/towel over the victim's mouth and nose and attempt compression only CPR and early defibrillation until the ambulance (or advanced care team) arrives. Put hands together in the middle of the chest and push hard and fast.
- Early use of a defibrillator significantly increases the person's chances of survival and does not increase risk of infection.
- If the rescuer has access to any form of personal protective equipment (PPE) this should be worn.
- After performing compression-only CPR, all rescuers should wash their hands thoroughly with soap and water; alcohol-based hand gel is a convenient alternative. They should also seek advice from the NHS 111 coronavirus advice service or medical adviser.

‘OPT IN’ CONSENT FORM

I, the undersigned, have read and fully understand the Devoran Pilot Gig Club Return to Rowing Procedures that are in place for getting back to gig rowing activities.

I agree to follow these instructions fully when using DPGC facilities and rowing provisions to help prevent infection and to slow the transmission rate of COVID-19.

NAME: _____

DATE : _____

SIGNATURE: _____

CONTACT PHONE NUMBER : _____

I'm going Rowing!

MEMBER's CHECKLIST

✓	Booked into a pre-organised Row on www.rowter.co.uk
✓	Brought facemask, for launch and recovery
✓	Personal anti-bac hand-gel for in the Gig
✓	Suitable Footwear for Launch and Recovery
✓	Brought minimal baggage In the Gig
✓	Clean everything you touch before and after rowing
✓	Help the Cox with cleaning and disposal of rubbish at end of session

COXES CHECKLIST

✓	Booked into a pre-organised Row on www.rowter.co.uk
✓	Brought Visor (and a cloth for wiping periodically if needed)
✓	Brought facemask
✓	Personal anti-bac handgel for in the Gig
✓	Suitable Footwear for Launch and Recovery
✓	Brought minimal baggage In the Gig
✓	Filled in the Rowing Register, and decided Rower positions prior to arriving at the Quay
✓	Take the Disinfection Kit in the Gig
✓	Clean everything you touch before and after rowing
✓	Disposal of rubbish at end of session

Use and maintenance of the TS winch

1. Preparation before launch and hauling operations.

1.1 Make sure nobody stands behind or on the boat. Check the correct strap position above the guide roll of the winch stand (fig.1) and secure a direct line pull between the winch and the boat. Verify if the angle between the strap and the fixing ground of the winch lies within prescribed limits (grey zone of fig.2).

1.2 Check the strap condition: verify that the strap is not damaged, knotted or tied and if it can move freely on its total length. Control the correct attachment of strap to the bow eye of the boat and if the hook is working properly.

1.3 Make sure the strap guide is in up position "load brake" (fig.3). Check the status of load brake by pulling on the strap until it is blocked (after max. 20 cm) by the security system (fig.4). If strap is not blocked do not use the winch.

2. Launch operation

2.1 Position handle on drive shaft 1 or 2 (fig.5) and lock it (fig.6). Shaft 3 only dedicated to fast up-winding of strap (under no load conditions).

2.2 Turn handle as indicated by the arrow (fig.7). During launch operation, keep your hand on the handle. The operation can be interrupted at any moment by stopping any action on the handle.

2.3 Never unwind the strap beyond the mark, printed about 40 cm before strap end.

3. Winding up the strap

3.1 For increased life of webbing strap wind up strap after each use.

3.2 Position handle on shaft 3 (fig.8). Caution: any action on shaft 3 to be performed WITHOUT load.

3.3 Wind up in direction indicated by the arrow (anti-clockwise). To avoid strap damage, make sure that strap does not grind in the water or on the ground, while winding it up.

3.4 Do not completely wind up the strap. Fix the hook on the trailer during transport. Take the handle off the winch.

4. Hauling operation

4.1 Take handle off the shaft and push strap guide in lower position until it is clipped on lower bar and brake is blocked (fig.9).

4.2 Pull off the webbing smoothly, without shocks and hook it to the bow eye of the boat. Make sure it is attached correctly and the locking lever of the hook is working properly. Verify that strap is not twisted, jammed or knotted, split or damaged.

4.3 Position the handle on drive shaft 1 or 2 (fig.5) and lock it there. Never use shaft 3 only dedicated for fast wind-up of strap under no load condition.

4.4 Turn handle in direction indicated by the arrow. The strap guide shall open up automatically. If it does not, push up the strap guide up manually and repeat test described in point 1.3.

4.5 During the hauling operation, you should hear a regular clicking sound indicating the proper operation of the winch. If you hear nothing, it is possible that the brake is not working. Turn the handle 2 or 3 times in the « up » direction to engage the brake. If you still do not hear the clicking sound after some turns, do not use the winch.

4.6 Keep a hand on the crank during the whole hauling operation. It is possible to interrupt the operation at any moment by stopping all action on the handle.

4.7 As soon as the boat is pulled on the trailer, secure it with the QuickFlex System. Do not depend on the winch to support or fix the boat on the trailer during the transport. Take the handle off the winch (fig.6).

NB: When hauling, take care to ensure that tension can be taken off the strap to enable the hook to be disengaged!!!

