



**2024 – 2025**  
**Rowing South Australia**  
**Safety and Training Policy**  
**(September 2024)**



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## Introduction

Rowing is a safe and enjoyable sport – if the risks intrinsic to sport generally, and particularly those conducted on, or within the vicinity of water, are effectively understood and addressed.

The majority of the South Australian (SA) rowing community conducts its rowing activities on protected waterways, namely the Torrens Lake and West Lakes, where there is limited interaction with commercial watercraft and little exposure to tide, wash, current, and the effects of extreme weather events. However, there are inherent risks by using these waterways, including limited access to on water safety and coaching boats, a high density of rowers accessing these waterways and coaches utilising shared paths. This coupled with the very central and public nature of these waterways creates an environment that differs to many other waterways used for rowing within Australia. There are also several SA Rowing Clubs based on semi-protected waterways and, whether through participation in Rowing South Australia (Rowing SA) Regattas or club training days or camps, it is likely that most clubs and their members will take part in rowing activities on these waterways at some point. As such it is imperative that all clubs understand the risks and requirements associated with all types of waterways and the measures that must be in place to protect their members and ensure the continued safe access to these waterways.

The aim of this document is to draw together relevant resources, recommendations, and requirements from National bodies (including Rowing Australia), State Government Departments, and Local Councils to create a comprehensive centralised Rowing SA Safety & Training Policy that addresses:

- Safety generally
- Safety and rules relating to the use of SA waterways for rowing and rowing activities
- The requisite obligations and operating conditions relevant to the continued use and access to waterways for rowing and rowing activities

This document will serve as an accessible resource to guide and aid clubs in their assessment and development of adequate safety and compliance procedures for their members and individuals accessing their club.

This document should be read in conjunction with:

- [Rowing Australia “Rules or Racing and Related by-laws”](#)
- [Rowing South Australia “Regulations for Boat Racing”](#)
- [Rowing Australia “Code of Conduct”](#)
- [Rowing South Australia “By-Laws”](#)
- [Rowing South Australia “Weather and Condition Management Recommendations & Competition Day Policy”](#)

On occasions where there are conflicts between these documents, the local rules, policies and procedures shall take precedence. Where local rules, policies and procedures are silent the National documents shall take effect.

This policy applies to all members of, and all individuals involved with, any club affiliated with Rowing SA and any staff, volunteers or direct members of Rowing SA.

# 1. Division of Roles and Responsibilities

Health and safety risks in rowing must be carefully managed, either by eliminating risks or, where not reasonably practicable, minimizing them. Hazard management in rowing is a continuous process aimed at improving safety on and off the water. This involves identifying potential hazards such as equipment failure, weather conditions, and waterway risks, assessing the likelihood and severity of these risks, and implementing appropriate control measures to minimize them. Rowing clubs and organisations, like other workplaces, have a duty to ensure the safety of participants. This responsibility extends to the designers, manufacturers, and suppliers of rowing equipment.

Safety is a shared responsibility among all parties involved in rowing. However, Rowing SA, its affiliated clubs, and individuals within the sport, each bear distinct obligations in ensuring the well-being of participants and safeguarding the continued access to South Australian waterways. Rowing SA and its clubs must maintain a vigilant and proactive approach to identifying and addressing potential hazards that could endanger members of the rowing community or the public during rowing activities.

The following delineation of roles and responsibilities provides a structured framework to guide each group in identifying and managing risks, thereby promoting a safe environment for all involved in the sport. This division serves as an essential reference to support the ongoing safety efforts in rowing.

## 1.1. Rowing South Australia

Rowing SA is responsible for fostering a culture of safe practice and its responsibilities to address the key risk factors, rules and compliance requirements that apply through South Australia are:

- Keep apprised of national best practices in safety and particularly rowing safety.
- Communicate any revisions and updates of this document to all members.
- Maintain a register of Incidents & Near Misses and create a yearly report to assist in identifying and rectifying high risk areas or practices.
- Assist Clubs in facilitating the creation, implementation and appraisal of safety procedures.
- Liaise with Local Council and Waterway Authorities to determine rules of use for protected waterways.
- Liaise with other sports and organisations to coordinate activities and share information to minimise hazards associated with shared use.
- Where possible monitor and take action against any club or individual jeopardising the safety of any other individual, or the continued access to South Australian waterways.
- Take all necessary steps to ensure a safe environment, on and off the water, for all participants in the sport and attendees of any Rowing SA Regatta or event.

## 1.2. Clubs and Schools

Clubs and Schools are the frontline for educating members and monitoring compliance and are held responsible for any breaches of this policy committed by their members.

Clubs are responsible for:

- Ensuring all club members are aware of and comply all traffic, rules and safety requirements of relevant waterways.
- Ensuring all club members are competent and capable of managing the conditions on any given waterway prior to entering that waterway, and are aware of, and practiced in, capsize and rescue procedures.

- Creating, implementing and regularly reviewing safety and compliance procedures and practices within their club.
- Appointing a Safety Officer (see section 1.3).
- Maintaining a visible copy of the relevant traffic rules and emergency phone numbers in all boatsheds.
- Ensuring all equipment being used for all rowing and training activities is safe and fit for purpose.
- Ensuring appropriate supervision is in place during all rowing and training activities.
- Ensuring swimming ability and capsizing training is recorded for each member.

It is recommended that clubs and schools have a risk management framework in place for training, competitions, camps, and tours, and take steps to put in place a 'logbook' or 'buddy system' for instances when athletes will be training on their own and with limited or no supervision.

More information and recommendations from Rowing SA on developing procedures to manage safety at a club level, including a Safety Assessment Checklist, which can be found [here](#).

### 1.3. Safety Officers

From October 2024, each club and school will be required to appoint a Safety Officer and notify Rowing SA each season who this officer will be by entry into Rowing Manager.

Safety Officers will:

- Ensure Club Coaches and Athletes are aware of rules and safety requirements (including club or shed rules).
- Ensure relevant rules and safety signage and course maps are displayed around the boatshed.
- Monitor and improve compliance with all rules and safety policies and procedures within the club.
- Ensure all members are familiar with incident reporting procedures and obligations.
- Report hazards, incidents, and near misses to the club and to Rowing SA via the incident reporting process.
- Be the main point of contact between the club and Rowing SA regarding safety and rules issues (including breaches, general updates, communication).

### 1.4. Individuals

All members of the rowing community have a responsibility to ensure their actions, both on and off the water, do not compromise the safety of themselves or others.

All individuals must familiarise themselves with relevant course and waterway maps and be sufficiently capable of manoeuvring their craft in accordance with those course or waterway maps, and any prevailing conditions, prior to conducting any rowing activities on that waterway. Individuals must take all reasonable action to avoid a crash or collision when on any waterway or any shared path.

All individuals should report any concerns, incidents, or near misses to their club, Safety Officer, or directly to Rowing SA. Please see Section 6 of this document for further information on Incident Reporting.

### 1.5. Coaches

Coaches are responsible for the athletes in their charge (particularly so for underage athletes). Coaches must ensure they are informed of all safety procedures and rules and abide by them at all



times.

Coaches should be aware of the weather forecast and should evaluate the environmental conditions before deciding, in light of the rower's capabilities and limitations, whether it is safe for rowers to go out on the water.

## 2. General Safety and Compliance Information

### 2.1. Safe Equipment and Safety Equipment

Safety and compliance are a shared responsibility among everyone involved in rowing. Rowing SA, its affiliated clubs, schools, participants, and members have specific roles in ensuring the safety of everyone and maintaining our permit conditions for using West Lakes. All users play a crucial role in identifying and managing the risks associated with rowing.

Many accidents occur when uninformed decisions are made before leaving the boathouse. Rowing SA encourages rowing clubs and schools to conduct regular risk assessments to identify hazards in both training and competition environments. Implementing control measures, such as safety briefings, equipment checks, and supervising training sessions, helps ensure risks are minimized.

Once control measures are in place, their effectiveness should be continuously evaluated, and the entire hazard management process should be reviewed periodically or when circumstances change. This systematic approach fosters a safer rowing environment for all participants.

General safety, safe practice and risk assessments should be considered for all activities. These areas can include and are not limited to:

- Communication
- Environmental Compliance
- Equipment Standards
- Incident Reporting
- Legal and Regulatory Compliance
- Off Site Rowing and Camps
- Risk Assessment and Management
- Rowing Manager
- Safety Requirements
- Training and Competency

Rowing SA have an updated a safety and compliance checklist based around these areas, for clubs and schools to consider as good and safe practice. This checklist provides mandatory actions and recommended actions, with consideration for programs risk management and assessment process.

Safety requirements described in the checklist are a minimum requirement. It is the responsibility of the clubs and schools to ensure all rowers are instructed and educated to ensure their safety with regards to their rowing, rowing equipment and rowing ability. The checklist is designed to support and encourage clubs to be proactive in their safety practices and aims to complement local and State Rules and Regulations.

## 2.2. Mandatory Equipment (Boats)

Clubs and schools must ensure that all equipment used for rowing, coaching, and all training activities is safe and maintained in good order.

- 2.2.1 Every rowing boat/shell/vessel in use on any waterway, in any capacity, must have a bow ball.
- 2.2.2 The bows of all boats shall be fitted with a solid white ball shape, minimum diameter 4 cm. which covers the point of the bow and is bright white.
- 2.2.3 If this is an external part, it shall be firmly affixed to the bow of the boat such that it does not significantly deflect if a side force is applied.
- 2.2.4 If it is an integral part of the hull construction, it shall afford equivalent protection and visibility.
- 2.2.5 Bow balls must fit properly
  - the round part of the bow-ball should fit snugly against the sharp end of the bows.
  - It must be securely fitted - preferably glued and screwed, not just taped.
  - It must not be cracked, torn or perished.
- 2.2.6 All boats are equipped with stretchers or shoes that allow the rowers to get clear of the boat without using their hands and with the least possible delay.
- 2.2.7 Quick release foot stretchers - In all boats with the foot stretchers, shoes or other devices holding the feet of the rowers shall be a type which allow the rowers to get clear of the boat without delay in an emergency.
- 2.2.8 Where shoes and other devices holding the feet will remain in the boat, each shoe or device shall be independently restrained such that when the heel reaches the horizontal position the foot will be released from the shoe. In addition, where laces, Velcro or similar materials all such materials must be able to be released immediately with a single quick hand action of pulling on one easily accessible strap.
- 2.2.9 Where shoes or other devices holding the feet will not remain in the boat, each shoe or device must be able to be released by the rower without using their hands or with a single quick hand action of pulling on one easily accessible strap or release device.

## 2.3 Boat Lights

All crews rowing on any South Australian waterway must show light(s) if operating between sunset and sunrise or in periods of low light or restricted visibility. (As required by maritime law.). Please refer to **Section 2.9** below for more details.

## 2.4 Boat Safety

Where coach boats/safety boats are in use (given that coaching boats will often also perform the function of safety boats) they must be equipped with all safety equipment in accordance with the local rules of the waterway (see below links), and any relevant additional items (e.g. first aid kits, thermal blankets, spare lights, spare life jackets).

- All coach/safety boats should provide for easy entry from the water (e.g. step, ladder, or handhold) and be fitted with a kill switch.
- Know the Waterway - Understand the specific hazards of your rowing venue, such as submerged rocks, shallow areas, or strong currents.
- Capsize Drills - Periodically practice capsize drills with rowers so they know what to do if their boat flips.
- Safe Distances - Ensure that boats maintain safe distances from larger vessels, docks, and other potential hazards.
- No Row Zones - Clearly mark areas where rowing is not permitted due to safety concerns (e.g., near dams, bridges, or busy shipping lanes).



- The South Australian Recreational Boating Safety Handbook is available from here: the Marine [Safety SA webpage](#). Chapter 4 of this handbook deals specifically with Safety Equipment.

## 2.5 Boat Trailers

All trailers must be maintained, operated, and comply with all stipulations of the Road Traffic (Exemption for Rear Overhang on a Trailer Transporting Rowing Boats, Canoes or Kayaks) Light Vehicle Notice 2019'.

Specifically, this outlines the requirements for towing a trailer:

*If being transported during the day (between the hours of sunrise and sunset) and the load projects more than 1.2 metres behind the trailer, then the rear projection must be fitted with brightly coloured flags; each at least 300 millimetres by 300 millimetres, that delineate the outer extremities of the load.*

*If being transported at night (between sunset and sunrise), in addition to the fitting of flags per condition 5., the extremity of the rear projection must be fitted with a red light or lights that are visible at a distance of 200 metres.*

*The portion of the load that exceeds a rear overhang of 3.7 metres must not exceed a width of 2 metres.*

The full exemption can be accessed via the link - [South Australian Government Gazette](#)

## 2.6 First Aid Kit

Clubs and schools should ensure a basic first aid kit is always readily available at locations where training will take place, and all participants are familiar with, or have access to, relevant emergency contact information. Emergency contact information for the West Lakes area and the Torrens Lake area are readily available on the Rowing SA website.

## 2.7 Swimming Ability

Swimming proficiency is important for rowers, as it plays a key role in ensuring safety in the event of capsizing or falling into the water. A skilled swimmer is better equipped to perform self-rescue, return to the boat, or reach safety, significantly reducing the risk of drowning. Consequently, Rowing Australia, mandate swim tests prior to training to confirm that athletes are adequately prepared to handle unexpected water emergencies.

Rowing SA requires the following activities to be tested and confirmed for all members as part of the affiliation process.

All active members partaking in on-water rowing activities of any type must be:

- Instructed in the actions to be taken in the event of a capsize. – please see Section 2.8
- Be capable of releasing themselves from the boat.
- Be able to swim 50m in light clothing (e.g. rowing kit) and be sufficiently at ease in the water not to panic.
- Be able to tread water for a minimum of 3 minutes as per Rowing Australia's water safety and assessment guidelines.
- Have their swimming ability recorded at the time of becoming a member of a club or school.

In addition, we recommend that members and participants in rowing should be able to demonstrate they are both competent and confident in and under the water and can swim underwater for at least 5 metres. If a participant cannot swim, or cannot meet any of the above requirements, then:

- additional flotation aids, either on the person or within easy reach in the boat, or modifications to the equipment must be adopted in conjunction with additional supervision and rescue plans.
- If a safe alternative cannot be found the athlete should not be permitted on the water.

These conditions are particularly relevant for Para Athletes, athletes with reduced or limited mobility, athletes with limited swimming ability and inexperienced athletes.

## 2.8 Capsizes and Rescues

Capsize occurs more frequently in single sculls than in other boat classes and recovering from such an event can be challenging. To mitigate these risks, it is essential to ensure that shoe heels are properly tied down, quick-release straps are correctly installed, and that appropriate foot plates and foot stretchers are fitted to the boat in use. Improperly secured heel ties and shoe straps significantly hinder the rower's ability to safely and effectively exit the boat in the event of a capsize, increasing the risk of injury. Maintaining proper equipment setup is a critical safety measure for all rowers.

Clubs and schools must ensure that all rowers are to have proper instruction in the actions to be taken in the event of a capsize, at least once a year.

Capsize training is recorded for each member.

Clubs and schools should ensure that all active members practice capsizing and accident drills throughout the season.

In the event of a capsize, rowers and coxswains should be instructed to stay with the boat rather than attempt to swim to safety. The boat, unless seriously damaged, is buoyant and can be used as your flotation device and be considered a life raft. If the water is cold, rowers and coxswains should be instructed to get as much of their body out of the water as possible by draping themselves over the upturned hull, if necessary, turning the boat over for this purpose. Rowers and coxswains should also be instructed to “buddy-up”, with two people holding on to each other until rescued to provide mutual support and to help ensure that all are accounted for.

If the boat cannot be righted or athletes cannot be returned to the boat and a rescue boat is not present, rowers and coxswains should hold on to the boat and kick with their legs to move the boat towards the nearest shore, keeping vigilant for other boat traffic.

When conducting a rescue from a powered rescue boat the engine must be switched off before coming into proximity of anyone in the water. Consideration must be given to the distribution of weight in the rescue boat and the point of entry when retrieving individuals from the water so as not to capsize the rescue boat.

A rowing boat can also be used as a rescue boat if required. An instructional video on this can be found here [Instructional Video for capsize](#).

## 2.9 Boat Lighting

Lights make boats more visible to other water users and this reduces the risk of collisions, especially in conditions such as early morning/late evening when there is low light. This is a marine and safety Regulation and must be followed.

All crews rowing on any South Australian waterway must show light(s) if operating between sunset and sunrise or in periods of low light or restricted visibility.

This includes:

- Periods of low visibility, such as heavy rain or periods of fog.
- Periods of low light, such as overcast skies.
- The period immediately before and after sunrise and sunset.

In addition, lights must be on when the red light, located just above the clock in the finish tower, is on at West Lakes. This has a light sensitive switch, so will turn on in dark and low light conditions.

Navigation lights indicate the presence of a boat and can assist in showing the approximate direction of travel. This will aid in preventing collisions.

## 2.10 Boat Light Setup

- Two all-round white lights, one attached to the boat at or near the bow end and one attached to the boat at or near the stern end.
- A red light is considered acceptable as an alternative, on the stern of the boat.
- A continuous white light is considered acceptable if it is visible in clear conditions for 1 kilometre.
- A flashing white light is considered acceptable if it flashes at least once per second and is visible in clear conditions for 1 kilometre.
- Notwithstanding the above, it is considered acceptable for a light to be masked so as not to interfere with the vision of the vessel's occupants, provided at least one light is visible from any direction.
- Lights may be mounted on the bow number holder OR secured to the hull using suction caps.

Notwithstanding the above, it is considered acceptable for a light to be masked so as not to interfere with the vision of the vessel's occupants, provided at least one light is visible from any direction.

## 2.11 Bike Use

Due to the high dependency on bikes and cycling, particularly on shared 'off-road' paths, to carry out coaching activities the below information, originating from the DPTI publication 'Cycling and the Law (July 2017)', has been included. This information outlines the legal requirements of cycling equipment and use of shared paths, such as those adjacent West Lakes and the Torrens Lake, and should be considered as Rowing SA's policy on the use of bikes.

Cyclists have the same rights and responsibilities as other road users; Cyclists need to consider each other and share the roads and footpaths safely.

All bikes must:

- Be properly constructed and equipped, as well as properly maintained so that it does not present any danger to the rider or other road users and pedestrians.
- Have at least one effective brake.
- Have a functioning warning device within easy reach.
- When visibility is reduced (in low light, after sunset, before sunrise, or in hazardous weather conditions) all bikes or riders must have:
- A flashing or steady white light that is clearly visible at least 200 metres from the front of the bicycle.

- A flashing or steady red taillight that is clearly visible at least 200 metres from the rear of the bicycle.
- A red rear reflector that is clearly visible for at least 50 metres from the rear of the bicycle when light is projected on to it by a vehicle's headlight on low beam.

All individuals operating a bike on a shared path must:

- Exercise due care and consideration for pedestrians and other users.
- Give warning to pedestrians or other users by sounding a bell or a horn or by other means, if necessary for the purpose of averting danger.
- Keep to the left of any oncoming bicycle rider.
- Wear an approved bicycle helmet that is properly secured and fastened.
- Keep to the left of the path unless it is impracticable to do so.
- Give way to any pedestrians.

Cyclist must also be respectful when using a shared path – give way to pedestrians and being considerate to local residents by keeping noise to a minimum.

For more information on cycling laws and regulations within South Australia the full publication can be found [Cycling and the Law](#).

#### **2.11.1 Bike use on Regatta Days**

Further to the above, the use of bikes is not permitted on shared paths adjacent any course being utilised for a Rowing SA Regatta for the duration of that regatta, unless explicit permission has been granted by the Regatta Referee.

### 3. Venue Specific Training and Safety Information

#### 3.1 West Lakes

Rowing SA is fortunate to own the facility at West Lakes, have a home on the A.M. Ramsay Regatta Course, and have access to the West Lakes waterway. However, this fortunate position comes with the added responsibility of being a good neighbour and member of the local community. Much of the future of our sport and our clubs depends on maintaining full access to the lake and the Course for training and regattas. This depends upon us fulfilling our obligations to the Council and residents of West Lakes and implementing the highest safety standards on West Lakes to avoid accidents and unnecessary risks to our members or other users.

West Lakes and the A.M. Ramsay Regatta course is a public waterway, and a shared facility used by other sports for training and competition, as well as residents and recreational users. While the course (lanes and pontoons) may be booked for various events, it is important to note that the lake itself is rarely completely closed to the public, and there is a high likelihood of encountering other users on the lake. Similarly, the path alongside the lake is a popular walking and running track for members of the public. It is imperative that coaches utilising this path on bike or foot, are aware of their obligations to other users, comply with all rules of use, and are constantly vigilant.

Rowing SA is granted a permit for the use of West Lakes by the City of Charles Sturt Council covering the use of the lake and adjacent footpath by our affiliate members, regardless of the location of their boatshed. All clubs and members should be aware that when they are engaged in activities associated with rowing on West Lakes they are bound by the conditions of the permit, which contains obligations that may differ to those of private residents.

Any act by a coach, athlete, spectator, official, or volunteer of any club or school that jeopardises this permit, and in turn, the reputation and future of our sport, will be treated in the most serious manner.

#### Conditions of use for West Lakes - City of Charles Sturt permit for Aquatic Activities

The relevant conditions for use as stated in the West Lakes Permit for Aquatic Activities are:

#### 3.2 Adverse Weather Conditions

No on water activity is to be conducted in adverse weather conditions that would endanger the health and safety of any person.

#### 3.3 Times of Use

Permit activities are restricted to the hours of:

Monday to Saturday	0600 hours to 2000 hours
Sunday (and public holidays)	0700 hours to 2000 hours

#### 3.4 Local Nuisance

Activities carried out by persons operating under this permit must comply with the provisions of the Local Nuisance and Litter Control Act 2016, in relation to local nuisances.

#### 3.5 Low Light Safety Equipment

Persons engaged in water activities before daylight or after dark must use lighting equipment as required by the South Australian Department of Planning, Transport and Infrastructure. Please refer to Section 2.9 and 2.10 for boat light setup.

### **3.6 Noise Restrictions**

#### **3.6.1 Use of Amplification Devices.**

The use of voice amplification devices, such as loudspeakers and PA systems, is only allowed in connection with major events, such as organised regattas, after 0900hrs.

The use of voice amplification devices for general coaching purposes is prohibited. The use of 2-way radios, or similar devices, is necessary to communicate from the shoreline to crew members on water to minimise any noise disturbance.

The use of voice amplification systems (e.g. coxbox system) is permitted from 0600 to 2000 hours, Monday to Saturday, and from 0700 to 2000 hours on Sunday.

To minimise noise disturbance to nearby residents, sound levels must be set at the lowest effective level.

### **3.7 Noise Management**

- Excessive noise and/or offensive language by participants is not permitted.
- Instructions to crews is not permitted in front of residential properties before 7am and after 6pm,
- Instructions to crews is in front of residential properties discouraged at all times that the permit applies.
- Instructions to crews should be provided from Reserves along the lake to minimise adverse noise impacts to residents.
- If a coach is talking at a regular level (eg similar level to people walking) and simply walking past a resident's property, then this would unlikely cause any adverse noise impact, therefore this is not the general intent of the condition, but standing in front of a home and providing coaching is what the condition is attempting to prevent.
- All on water athletes (including coxswains) must keep all noise to a minimum.
- All path users and coaches must keep all noise to an absolute minimum.

### **3.8 Sale of Food & Beverages**

The sale of any food or beverage is prohibited on Local Government Land unless written approval has been granted by Council. In addition to the written approval, notification in the form of an application must be given to Council's Environmental Health Department. Failure to do so is an offence under the Food Act 2001 and an expiation notice may be issued.

### **3.9 Vehicle Access to Local Government Land**

Vehicle access to Local Government Land is only allowed where stipulated as a permitted activity by this permit, or where a separate vehicle access permit has been issued.

All restricted parking areas that are set out by signage, in addition to the Australian Road Rules and Council By-Laws must be complied with.

### **3.10 Vessel Identification**



All vessels operating under this permit must display an identification marker. These markers must be displayed so as to be clearly visible from the shoreline. The permit holder is responsible for keeping current records of the identifying markers which will be used for the purpose of complaint handling.

### 3.11 Use of Bicycles or any other Small Wheeled Vehicles

Where bicycles are utilised for coaching purposes, riders are required to comply with all State based legislation, including the wearing of helmets, bicycles to have functional bells and lighting, in addition to riders being respectful and giving way to pedestrians and being considerate to local residents by keeping noise to a minimum.

Please refer to **section 2.11** for all details.

### 3.12 Coach Identification

Coaching staff utilising bicycles on the shared use path along the West Lakes Lake, must wear a high-visibility vest with the clubs identity, or a unique numbering system, that can be used for identification purposes.

In conjunction with the City of Charles Sturt Council and Rowing SA require rowing coaches and all support personnel using bikes on the path at West Lakes to adhere to the following rules. These rules will assist in enabling coaches to be clearly visible to others on the shared path. This demonstrates that the rowing community is committed to co-existing with the wider community in a professional and co-operative manner:

- 3.12.1 The Club / School unique identifying number that will be applied to their vests, which will assist with identification for any issues or queries are listed below.
- 3.12.2 The 'Safety Officer' will be responsible to ensure all coaches and support personnel comply with this policy, and Rowing SA I will be monitoring adherence to the policy

Vest number	Club / School Name	Vest number	Club / School Name
1	AHS	13	Scotch
2	ARC	14	Seymour
3	AUBC	15	St Peters College
4	CBC	16	St Peters Girls
5	Loreto	17	Torrens Rowing Club
6	Norwood International High School	18	Unley
7	PAC	19	Walford
8	Pembroke	20	Wilderness
9	PGS	21	Other/Not Assigned
10	Riverside	22	Rowing SA - State Team
11	St Ignatius		
12	SASI		

## 4. Compliance Monitoring and Breaches of Rules

Penalties will apply for all breaches of the Rowing SA Safety and Training Policy relating to the West Lakes permit conditions including but not limited to:

- failure to follow traffic flow
- breach of council noise restrictions
- accessing the lake outside permit hours,
- non-compliance with lighting requirements
- non-compliance with rules for bicycles on shared paths.

The penalties listed below will be in place for all offences arising from verifiable complaints from Rowing SA staff/volunteers, residents, other clubs, or random checks (either RSA Security Camera footage, or physical checks by Rowing SA personnel). The Rowing SA office may review penalties in the light of extenuating circumstances.

***Serious offences, that are considered to significantly jeopardise either the safety of an athlete, coach, recreational lake user, pedestrian, or the Rowing SA's Permit for Aquatic Activities at West Lakes from the City of Charles Sturt, will be escalated to the 3rd Offence Level.*** Subsequent offences will be treated as a 2nd Offence and will escalate from there.

Accumulation of offences will reset at the beginning of October (for the summer season), and the beginning of April (for the winter season).

Rowing SA will issue fines to the member club or school (not the athlete), on the basis that it is the club or schools' responsibility to ensure all members are aware of, and comply with, relevant rules and safety procedures as outlined

All Action Schedule items will be conducted in addition to Fines and Actions from previous offences. All Action Schedule items will include or be accompanied by communication that clearly outlines the offence, action required to be taken by the Club or school, and next steps should another offence occur.

OFFENCE NUMBER	FINE AMOUNT	ACTION SCHEDULE
1st Offence	\$50	Warning to Athlete/Crew (where possible) Email to Club/ School and Safety Officer
2nd Offence	\$100	Email sent to Club/ School Safety Officer requesting Club/school wide action to be taken and Rowing SA to be included in any communication
3rd Offence	\$200	Communication sent to School Sport Director Meeting with representative Safety Officer to immediately address Club/school's compliance procedures and plans for addressing issues
4th Offence	\$500	Communication sent to School Principal or Club President Meeting required with Club Committee Suspension of whole club/school from competition (at Board's discretion)
5th Offence	\$500	Suspension of Aquatic Use Permit Temporary (at Board's discretion) Meeting required with all Club/School Members
Beyond	\$500	Suspension of Affiliation (at Board's discretion)

## 5. Incident Reporting

Clubs must ensure that all members have access to and are educated and aware of their individual responsibilities to report incidents using the relevant incident reporting procedures. Rowing SA's incident reporting form may be accessed via the Rowing SA website, or here Incident Report Form.

All incident reports will be appropriately filed and managed by Rowing SA.

A yearly summary of incidents, with any identifying details redacted, will be produced by Rowing SA to help identify high risk areas that need to be addressed and reinforce safety and compliance messages.

### 5.2. On-Water Incidents & Near Misses

Incidents or near misses can be defined as including but not limited to, an event either causing or involving, or potentially causing or involving the following:

- the loss of a person from a boat
- the death of, or grievous bodily harm to, a person caused by a boat's operations
- the loss or presumed loss or abandonment of a boat
- a collision with a boat
- the stranding of a boat
- material damage to a boat
- material damage caused by a boat's operations
- danger to a person caused by a boat's operations
- danger of serious damage to a boat
- danger of serious damage to a structure caused by a boat's operation

### 5.3. Off-Water Incidents

Incidents or near misses off the water can be defined as including but not limited to, an event either causing or involving, or potentially causing or involving the following:

- equipment damage at a Rowing SA site or venue
- injury or accident at a Rowing SA site or venue
- identification of potential site hazards at a Rowing SA site or venue
- breaches of Rowing SA Rules or Policies
- Member Protection complaints (i.e. breaches of the Rowing SA Code of Conduct and/or Member Protection Policy)

## Appendix 1 - First Aid and Emergency Contacts

### West Lakes

Location of Club First Aid Kit:	Office
Ambulance, Police, Fire Emergency	000
Police – General Enquiries	131 444
Henley Beach Police Station	08 8356 2555
Queen Elizabeth Hospital	08 8222 6000
Women's and Children's Hospital	08 8161 7000
Old Port Road Medical Centre	08 8447 0000
Site of AE Defibrillators	Base of Central Stairs
Indoor Rowing Room	
RSA Safety Officer (Weekdays)	8242 3288 or 0499 898 373
RSA First Aid Kit (Regatta days)	Regatta Control
RSA Safety Officer (Regatta days)	Regatta Referee

### First Aid and Emergency Contacts – Torrens

Location of Club First Aid Kit:	At the Clubs
Ambulance, Police, Fire Emergency	000
Police – General Enquiries	131 444
Hindley Street Police Station	08 8303 0525
Royal Adelaide Hospital	08 7074 000
Women's and Children's Hospital	08 8161 7000
Site of AED Defibrillators public	Base of central stairs, under stairs Elder Park (Near Popeye Landing) Torrens Weir (Near Par 3 Golf Café)
During Club Open Hours	Adelaide Rowing Club Boat Shed Pembroke Boat Shed Riverside Rowing Club Boat Shed Torrens Rowing Club Boat Shed
RSA Safety Officer (Weekdays)	8242 3288
RSA First Aid Kit (Regatta days)	Regatta Control
RSA Safety Officer (Regatta days)	Regatta Referee

## Appendix 2

### West Lakes Training Map *(All maps are currently being updated)*

#### General course rules

- Stationary or slower boats must give way to overtaking boats by moving out of their lane (except in the **designated Boating Area** and the out lanes – 0 or 9)
- When turning, crews must row directly across the course and give way to all oncoming traffic
- It's the duty of ALL crews to ensure that they avoid collisions
- Use your voice and warn other crews approaching hazard
- All boats must have lights on both the bow and stern from dusk till dawn and in low visibility conditions.

#### Boating Area (Lane 0, 1750 – 2050m)

- Crews boating ON or OFF the course have right of way in this area.
- Crews rowing through this area should slow down and expect to be impeded or preferably choose Lanes 1, 2 or 3 to travel past this area.
- 3-minute time limit on finish pontoon if other crews are waiting to utilise

#### Safety Lane (Rowing Lane 4)

- No rowing in the lane marked by yellow buoys
- Can only be used to cross the course or if avoid collisions

#### Cycling for coaches only

- Extreme Caution
- Many children and resident use this path
- Pedestrians have right of way
- Light, bell and helmet are mandatory as per normal DPTI rules

#### No Stopping Zones

- Due to the restricted area adjacent to the starting pontoon, no stopping within 30 m of the eastern or western ends of the start ponton

#### Noise Restrictions

- All rowers / coaches must obey local noise regulations
- Keep noise to a minimum before 7am
- No megaphones at any time

## **West Lakes Racing Map (West Lakes Basin and Around the Island)**

### **Aquatic Basin training Loop**

- Follow direction of the purple arrows
- Northern turn – round red buoy
- Southern turn - round western yellow warning buoy

### **Return to sheds from main course**

- Follow direction of the red arrows
- Round western yellow warning buoy before returning to beach
- When travelling under bridges keep a lookout for other crews and crafts, especially in the centre arches

### **Around the island training loop**

- Follow direction of the red arrows
- Keep to your bowside of the lake when travelling around the island
- When travelling anticlockwise, you must travel around the western yellow warning buoy
- When travelling through bridges, keep a lookout for other crews and crafts – especially in the centre arches.

### **Merging zone**

- Pay special attention when approaching and travelling through the merging zone.



## West Lakes Racing Map (A.M Ramsay Regatta Course)

### Boating Area

- Crews are only permitted to launch from and return to the beaches, the pontoon is reserved for paraathletes only
- Once crews have launched, begin moving as quickly as possible to avoid congestion along the beach
- Winning crews must stop briefly at the ponton for scrutineering
- Crews travelling through the bridge toward the course, may travel through the western or middle arches only and continue on the western side of the yellow buoys

### Warm up lane

- All crews must travel to the start line in lane zero and give way to faster crews
- Move slowly and carefully past the marshalling zones
- Do not cross the start line what a race is being started
- Do not practice race starts or move at pace when a race is approaching or if other crews are in close quarters

### 2000m marshalling area

- Move past and around the starting pontoon
- Line up in ascending bow number order in preparation move onto the course when instructed to do.
- Crews must not practice race starts within the marshalling area
- Should a crew miss the start of their race they must row back to the finish line in lane 9 (travel lane) when instructed

### 1000m and 1500m races – no held start

- Row past and follow the instructions from the BRO in the marshal boat
- Give way to crews continuing though the 2000m start when waiting to be marshalled on the course
- Only enter the course when instructed to do so by a BRO

### Finish Line Procedure

- Crews must continue past the yellow buoys before turning after the finish line (approx. 50m)
- Crews must move away from the finish line as soon as possible following a race
- Be aware of other crews crossing the finish line when turning towards Lane 0
- Crews continuing through the bridge must use the Eastern arch only

### Crossing the Course

- Crews may cross the course past the rocks only (1750m)
- Crews must not sit and wait for a gap but should keep rowing slowly up the course until the course is clear, then begin turning
- When appropriate cross the course at 90 degrees
- Crews are not permitted to pass the finish line when another race is finishing
- Crews must use the Eastern arch only when passing the bridge

### Dragon Boat Course

- This area is designated for dragon boat and canoe users on the lakes as these boats have reserved use within this area.

- Aquatic Basin training loop
- Follow direction of the purpose arrows
- Northern turn – round red buoy
- Southern turn around western yellow warning buoy

## Torrens River and Lake

The Torrens is an invaluable waterway where many clubs have their 'home' shed, and it is the primary training venue for a large number of young athletes and athletes learning to row. At peak times, traffic on the water and at launching/landing areas can be exceptionally dense. The nature of the course, with bends, bridges, blind spots, and without fixed markers separating traffic, coupled with the presence of other commercial craft (Popeye, Paddleboats, BBQ Buoys), and large numbers of often inexperienced athletes makes the Torrens River a very unique and complex waterway for rowing activities.

All clubs regularly utilising the Torrens Lake, including those subleasing boatshed space, must have a current Aquatic Activity Permit from the Adelaide City Council (Rowing SA does not hold a permit with the Council on behalf of all affiliates, with the exception of Rowing SA Regattas held on the Torrens). However, the Council will often engage Rowing SA, as the peak body for the sport in South Australia, regarding issues arising on the Torrens Lake and the management of rowing activities. Any resolution as a part of this process is considered binding for our affiliate members.

### **Torrens Training Maps** **Torrens Racing Map (Short Course)** **Torrens Racing Map (Long Course)**

#### **On water traffic rules**

- Stay to the crew's right hand (starboard) side of the river.
- Give way to overtaking crews and larger boats i.e. The Popeye
- No stopping under the bridges
- If you are turning before either end of the course do not obstruct the path of other river users
- Crews may only stop at the designated coaching areas.
- Two all-round white lights attached to stern and bow end must be used in low visibility conditions.
- A red stern light is also acceptable.

#### **Turning after the footbridge**

- Turning after the footbridge and turn just before the popeye landing.
- Travel under the small arch of the footbridge and stay close to the bank if your crew is stopping for coaching.
- Travel through their right-hand side of the main arch when continuing through without stopping.

#### **Turning at the Weir**

- Turnaround the weather station if you are stopping for coaching or run in front of the weather station if you are continuing through.
- Be vigilant not to turn in front of other crews.
- When there are other crews waiting to turn you should row off as quickly as possible after turning

### **Launching / landing area on Festival Drive**

- When returning, slowly approach at a shallow angle and have no more than half of the crew lightly row the boat into land.
- Oars and shoes should be neatly left in the landing area away from the footpath.
- Give way to cyclists and pedestrians using the footpath when carrying boats between the boathouse and the launch area.

## **Other Venues (Port River/Murray River)**

### **Port River**

The Port River is a tidal estuary featuring a functioning commercial port and shipping channel on the main Port Adelaide River, and the North Arm and Barker Inlet areas (including the waters surrounding Garden Island and Torrens Island) comprised of channels and creeks bordered by mangroves, mudflats and saltmarshes. It is also covered by the Adelaide Dolphin Sanctuary – a fully protected marine park. All athletes and crews conducting rowing activities on the Port River should be accompanied by a coach/safety vessel or have other comprehensive safety and notification measures in place.

Clubs, Coaches, Crews, and Athletes undertaking rowing activities in the Port River should be aware of the following:

- The entire area is impacted by tidal movements and conditions can change rapidly, particularly when tidal flow and wind direction interact.
- Tidal movements can also quickly expose shallow areas and submerged obstacles, particularly in areas through the North Arm and along the banks of the Port Adelaide River.
- The Port Adelaide River is bordered mostly by steep banks and wharfs with very few places to land a boat or exit the water.
- The Port and Shipping Channel are used by a wide variety of boats and care must be taken around all; however, this is especially so for the large commercial shipping vessels that are common in the port. These can be up to 300m long, weigh 100, 000 tonnes, have a blind spot of up to 1000m in front of them, and have very limited manoeuvrability.
- The Port River is classed as a Semi-Protected Waterway and therefore the equipment required to be carried in Safety Boats may vary slightly.
- All boats must keep 50m away from any dolphin and 150m away from any calf or injured animal.

### **Recommended resources for rowing activities on the Port River:**

Crews, Coaches and Athletes conducting rowing activities on the Port River should check the weather and tidal forecasts for the day and familiarise themselves with a map of the waterway.

It is strongly recommended that clubs contact the Port Adelaide Rowing Club for local information on rowing in the area. Contact details are available from Rowing SA or from their website <http://portadelaiderowingclub.com/>

The Port and Shipping Channel is operated by Flinders Ports. Information specific to boating in this area can be found [here](https://www.flindersports.com.au/safeonthewater/) and the schedule of expected ship movements can be found [here](#).

For the areas around the North Arm and Barker Inlet, information, safety recommendations, and maps can be found [here](#).

## Murray River (Various locations)

The Murray River has various locations and stretches of water frequently used for rowing racing, training, and camps. Clubs, Coaches, Crews and Athletes should be aware that each location will vary significantly from place to place, and from time to time. All athletes and crews conducting rowing activities on the Murray River should be accompanied by a coach/safety vessel or have other comprehensive safety and notification measures in place.

Clubs, Coaches, Crews, and Athletes undertaking rowing activities on any part of the Murray River should be aware of the following:

- Local Councils may have local regulations and by-laws for the launching, mooring, operating of boats, and specific speed restrictions in various areas.
- The river has a variable flow that can be impacted by significant rain events (including those in other states).
- The water is murky with poor visibility and the potential for submerged trees, shallow sandbars, infrastructure (such as water intake pipes and ferry cables), and other snags not visible beneath the water.
- Some identified obstacles will be marked with buoys or beacons, and some areas with have official channels marked - this will not cover all obstacles or all channels.
- There are various bridges, locks, and ferries which will have specific rules for navigation.
- Debris can be washed into the river during rain events, floods, or periods of high flow.
- A wide variety of other watercraft use the river.
- There are limited places to land a boat and exit the water, particularly in the case of an emergency.

## Recommended resources for rowing on the River Murray:

It is recommended that all Clubs, Coaches, Crews and Athletes seek local knowledge (either from local rowing clubs, councils, or other relevant bodies) prior to conducting any activities on the Murray River.

Crews, Coaches and athletes conducting rowing activities on the Murray River should be aware of which direction is upstream, check the weather forecast for the day, and familiarise themselves with a map of the waterway including any local area restrictions, and the location of any bridges, ferries or locks.

Information on the various buoys, markers, and signage that may be encountered on the river can be found [here](#).

The rules that apply to bridges, ferries, and locks under the River Murray Traffic Regulations can be found [here](#).

Rowing SA			
ROWING SA SAFETY & TRAINING POLICY			
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