

Circular

Title: Updated - Compliance Briefing Season 2024 - 2025
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Audience: Club Presidents/Directors of Rowing/Coaches/Secretaries/Members
Date: 25 September 2024

Preamble

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.

Rowing SA will be enforcing the penalties as outlined in the Training and Safety Policy from 1 October 2024..

Action: Please remind your athletes and coaches to adhere to these safety conditions, which are essential for maintaining our permit to use West Lakes for rowing activities.

Rowing SA is responsible for ensuring that all clubs and schools adhere to our permit conditions, which are outlined in this document.

Please ensure contact details for the Safety Officer have been entered in Rowing Manager.

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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.

Bike Safety

- 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.
- Check bikes to ensure they meet SA regulations – this includes having a workable bell, wearing a helmet, and using lights.

Boat Lights (including setup)

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.

Lights must be on both ends (stern and bow) of the boat in low light and they must be used when the red light is on the finish tower at West Lakes.

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 from 1 kilometre.
 - A flashing white light is considered acceptable if it flashes at least once per second and is visible in clear conditions from 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.
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Club Policies and Procedures

- Ensure all club specific policies and procedures have been reviewed, updated, and communicated to members.
- Review your safety processes and ensure the mandatory requirements have been completed for example:
 - capsized drill
 - swim test

This list is not complete – please refer to the Appendix 1 Safety and Compliance Checklist.

Equipment (Boat)

- Coxbox noise must be set at the lowest effective level.
- If you can clearly hear the coxswain from the bank, the coxbox level may be deemed as excessive or too high - it must be turned down.
- If you are unable to fix this problem, Peter Hodson from Coxmate has offered his services to review your equipment and can be contacted via peterhodson@coxmate.com.au
- Bow ball securely attached.
- Hatch covers on.
- Heel ties fitted correctly.
- Seat, slides, gates, riggers, and foot-stretcher secure.

Equipment (Other)

- Check and test your radios and lights both in the boat
 - Bikes require a working bell and brakes, and the bike should be in good working condition.
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First Aid

A person qualified to provide first aid must be on duty during regattas and high risk organised events. A well maintained first aid kit must be available at all times.

Litter

The permit holder is required to ensure that all reasonable steps are taken to reduce littering and must provide adequate numbers of litter bins for patrons of the event. All litter is to be removed from the local government land upon completion of the event.

Noise Restrictions – West Lakes

Use of Voice Amplification devices

- The use of voice amplification devices (megaphones) 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 (cox box) **must be set at the lowest effective level.**
- Instructions to crews is not permitted in front of residential properties before 7am and after 6pm but is 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.
- *Please note: 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.*

Other Lake Users


Our rower's safety and well-being, as well as other lake users, are our priority. To ensure a secure aquatic environment, we would like to remind clubs of the crucial protocol to follow in the event of a collision on the water with anyone.

If a rower/boats accidentally collides with another craft, swimmer or other lake user:

- 1. Stop Immediately:**
 - Cease all movements and come to a complete stop.
- 2. Assess the Situation:**
 - Quickly assess the condition of the other party involved in the collision. Ensure everyone is safe.
- 3. Signal for Assistance if Needed:**
 - If there are any injuries or concerns, call and signal for assistance immediately.
- 4. Exchange Information:**
 - Exchange information with the other party who was involved, such as names and contact details, for documentation purposes (insurance).
- 5. Report via the Incident Form**
 - Report the incident to Rowing SA via the [Incident Report form](#) as soon as possible, providing details of the collision.

This protocol is in place to uphold the safety of all users in the Lake and to facilitate a swift response in case of any emergencies.

Safety Officer

- Assign a Safety Officer to lead safety, compliance, monitoring and reporting at your club.
 - This position is required for both clubs and schools.
 - All positions, including a Safety Officer need to be uploaded into Rowing Manager to ensure Rowing SA's contact lists are up to date.
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Times of Use – West Lakes

Activities are restricted to the hours of:

Monday to Saturday
Sunday

0600 hours to 2000 hours
0700 hours to 2000 hours

Traffic Patten

Please ensure all coaches and athletes are aware of the traffic pattern for all waterways where you train/compete. Please refer to Appendix 2 of the Rowing SA Safety & Training Policy.

Rowing SA has created an additional compliance checklist to assist you in meeting “other” compliance requirements. Please see **Appendix 1 – SA Safety and Compliance Checklist** which is attached to this email.

We appreciate your cooperation in adhering to these guidelines to ensure a safe and enjoyable experience for everyone.

If there are any questions or concerns, please do not hesitate to contact me – my details are below.

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