2026 Private Match Bicentenary Regatta

Emergency Action Plan

CASTLE. DRIVE. FOUND

Prepared by Eton Excelsior Regatta Organising Committee

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Emergency Action: Event Organisers, Officials, Umpires, Water Safety & Medics, competitors and coaches are to familiarise themselves with all Emergency Action protocols. It is essential that all members, athletes and visitors are made aware of the safety requirements of rowing, sculling and related activities at the EERC Private Match Regatta so that they may participate safely, understand and follow the Circulation pattern, the launch and deboating rafts as well as the Marshalling zones. Further to this all in attendance must be fully aware of what to do in an emergency situation. All Coaches and Safety Officers from each Club should make all athletes aware of the Safety Documents and Emergency Action Plan.

This document has been prepared by the Eton Excelsior 2026 Bicentenary Regatta Committee.

1.1 What Three Words

castle. drive. found

1.2 Emergency Action Plan Overview

Should there be a need for the Emergency Action Plan to be put into place and executed, the call shall be shared by Walkie Talkie amongst all race Officials. This will then be shared by Race Control over the loud speaker system at the Clubhouse with the course of action for all athletes, members and attendees to follow.

The decision to activate the Emergency Action plan will be made by the Safety Officers, Race Control or Event Umpires following a dynamic risk assessment and will take place whenever it is determined that it is safer inside the Clubhouse/Boathouse than outside; emergency vehicles are to be given clear priority access to the river front/forecourt; or the course of action requires all athletes, members and attendees make their way to the Muster Point in the carpark by the front gates.

Further to this, adverse weather such as lightning, sudden high wind/gusts and torrential rain may require all on-water craft heading to the 'top' of the Course to make their way bankside as quickly as possible, following the direction from on-water marshalls, utilising one of the many 'beaches' found on the Bucks side of the river along the Navigation Channel, whereby the craft is left upside down on the bank, blades left spoon down on the ground and all Officials and athletes take shelter shoreside until told otherwise.

Those crews already on the Race Course will be directed to row quickly to the boat house and deboat as quickly as possible, removing their boats from the water and racking them, leaving their blades spoon up on the Clubhouse forecourt.

1.3 General Emergency Information

In case of an EMERGENCY dial 999 and have the following information ready:

Service required – Police, Fire or Ambulance: The main telephone is situated in the entrance lobby of the Boathouse.

A full team of Medics and St John's Ambulance staff will be on-site for the duration of the event.

Location:

- If at club the postcode is SL4 5TY
- If on the river between Bray and Boveney locks (try to offer a landmark)
- **What 3 Words location: castle.drive.found**

Other Useful Numbers:

- NHS Direct: 111
- Environmental Agency, Incident hotline (24 hrs) 0800 807060

Club Contacts:

- Safety Advisor (Caroline Hague) safety@etonexcelsiorrowingclub.org 07814 375545
- Club Captain (Alex Hicks) captain@etonexcelsiorrowingclub.org 07956 066 436
- Land Safety Lead (David Moss) 07920 568 250

Nearest Medical Facilities:

A&E

- Wexham Park Hospital, Wexham, SL2 4HL
- NHS Walk-in Unit, Upton Park, Albert St, Slough, SL1 2BJ

Qualified First Aiders

- A full list of qualified First Aiders is posted outside the boathouse entrance.

Defibrillator

- The Club's Defibrillator is located on the front wall outside of the Boat House. Please note, a qualified professional Paramedic and Ambulance will also be on-site as a First Responder should the need arise.

1.4 Severe Adverse Weather

Torrential Rain, High Wind Gusts, Fog, Sleet & Snow

Safety Officers, Race Control and Lead Umpires to assess weather and race conditions, then determine a suitable delay to the racing schedule.

This will then be shared by Race Control over the loud speaker system at the Clubhouse with the call to action for all athletes, members and attendees to wait out the extreme weather conditions inside of the Clubhouse.

Race Control in conjunction with the Safety Officers and Lead Umpires may decide to cancel one Race Wave, remove a particular class of (small) boat or abandon all racing for the day. Racing will not recommence until it is decided it is safe to do so.

A 'GO NO GO MATRIX' for Racing and Adverse Weather Conditions can be found on Pages 8 & 9.

Lightning

Race Control, Safety Officers and Lead Umpires to apply 30sec/30min rule. When the gap between lighting and thunder is 30secs or less, outbound rafts will be closed, races in progress to finish, with boats on the Race Course to follow the circulation pattern and return to rafts. Boats to be removed, placed on trestles. All spectators move into the boathouse/clubroom.

Those boats heading to the 'top' of the Course may be required to make their way bankside to the shallows as quickly as possible, following instructions from the 4 on-water marshal boats, who may direct them to the nearest 'beach' found on the Bucks side of the river along the Navigation Channel, whereby the craft is left upside down on the bank, blades left spoon down on the ground and all Officials and athletes take shelter shoreside until told otherwise.

All clear will be given when the time between lightning and thunder exceeds 30 seconds for 30 minutes.

Please note: Officials may delay boating if the severity of the incoming storm warrants such actions.

1.5 Incident and Injuries

If an incident occurs on the water, boat house or club house, get the casualty out of danger as quickly as possible e.g., into a launch as safely as possible without endangering yourself; away from the riverbank and or away from any further/present danger.

Give first aid if you are able or summon help for someone competent to do so (a list of First Aiders is located on the Safety notice board in the club house). A team from the Water Safety Medics will be positioned alongside Race Control and St John Ambulance first aiders will also be on-site.

Treat for hypothermia, even in the summer, as this is a life threatening condition. Be aware of the signs and symptoms. Hypothermia is treated by preventing further heat loss and gently warming the casualty. If treating someone with mild hypothermia, or waiting for medical attention to arrive:

- Move the casualty indoors, or somewhere warm, as soon as possible.
- Once sheltered, gently remove any wet clothes and dry the casualty
- Wrap them in blankets, towels, etc., protecting the head and torso first.
- Your own body heat can help someone with hypothermia. Let them know and seek there permission as you advise them you will need to hug them gently.
- Increase activity if possible, but not to the point where sweating occurs as this cools the skin down again.
- DO NOT immerse the casualty in a bath or apply direct heat to the arms and legs as this forces cold blood back to the major organs making the condition worse.
- DO NOT give the casualty alcohol to drink as this will decrease the body's ability to retain heat.
- DO NOT rub or massage the casualty's skin as this can cause the blood vessels to widen and decrease the body's ability to retain heat.
- Cold Water and Hypothermia - British Rowing

If appropriate, the Safety Officer, Water Safety Medics or St John's First Aid are to call the emergency services (999 or 112), providing the location CASTLE. DRIVE. FOUND or the Clubhouse postcode SL4 5TY. Have the following detail ready:

- age and sex of patient and type of injury
- whether conscious or breathing
- if in or out of the water

If the casualty needs to be taken to hospital make sure that they are accompanied and their next of kin are informed. The Captain, Safety Officer or OC Chairman should be contacted to obtain contact details for the next of kin.

Incidents or accidents, whether they result in injury or not, MUST be recorded on the British Rowing Online Incident Reporting Portal.

1.6 In Case of Fire

If you discover a fire in the Clubhouse, raise the alarm at the nearest ‘Break glass’ fire alarm point. There are 5 ‘break glass’ fire alarm points located:

- Ground floor - inside the main entrance.
- Ground floor - rear of the boat house next to the cox box store.
- First floor – top of the stairs opposite the disabled toilet.
- First floor – inside entrance at top of external metal staircase.
- Second floor – top the stairs at the entrance to the ergo room.

On sounding/hearing the alarm, all members, guests and visitors should make their exit from the building using the clearly marked fire exit routes. EERC Regatta Organising Committee members should provide clear direction from the building.

Everyone evacuating the buildings should move immediately to the ***Muster Point in the car park by the front gates***. An attempt is to be made to account for individuals. Members are responsible for the safety of their guests. Visiting Clubs are too responsible for their members and supporters.

The person that raises the alarm shall ensure that the emergency services are called (999/112) and giving the location of the Clubhouse (postcode SL4 5TY) What 3 Words location: castle.drive.found

The building should not be re-entered until the Fire Brigade have arrived and confirmed it is safe to return.

All members, athletes and attendees should ensure they are familiar with the fire exit routes from the Clubhouse, in particular those from upper floors.

All fire doors are clearly marked and they must be kept closed and not propped open.

If you attempt to tackle a fire, never put yourself at risk

There are three types of fire extinguishers in use at EERC:

- Foam – this is water based and should only be used on paper/wood fires. Do NOT use it on electrical or chemical fires. Located at the front of the boat house, in the main entrance by the lift, on the first floor by the lift, in the club house near the first floor entrance, and in the ergo room.
- Carbon dioxide – this is for use on fires involving electrical equipment. Be careful not to hold the horn of the extinguisher as this will get extremely cold once discharged. Located at the front of the boat house, in the main entrance by the lift, on the first floor by the lift, in the club house near the first floor entrance, and in the ergo room.
- Fire blanket – for extinguishing small fires in the kitchen area, for example, chip pan fires. Located on the wall in the kitchen.

1.7 Adverse Weather GO NO GO Race Matrix

River Conditions	**Green Boards**	**Amber Rising Boards**	**Amber Decreasing**	**Red Boards**	**Blue Boards**
	2 Days to Regatta **GO** All Boats	**2 Days to Regatta** **NO GO** All Boats	**2 days to Regatta** **GO** 4x / 8+ Explorer Exp. **NO GO** Novice Explorer Skills Adaptive 2x/1x	**2 Days to Regatta** **NO GO** All Boats	**2 Days to Regatta** **GO** 4x / 8+ Explorer Exp. **Below Zero** **NO GO** Novice Explorer Skills Adaptive 2x/1x
Weather Conditions	**Lightning**	**Fog/Mist**	**Rain**	**Wind**	**Sleet/Snow Extreme Cold**
Average Summers Day **GO** All Boats	30sec/30min rule: gap between lighting and thunder is 30secs or less **NO GO** All Boats Racing to recommence 30mins after the lightning storm moves through	**NO GO <100m Visibility - cancel each wave until it clears >100m Visibility**	**GO** All Boats	**Light Wind** **GO** All Boats **Gusting Winds over 30knots** **GO 4x/8+** **Strong Winds Over 30knots** **NO GO** **All Boats**	**NO GO** All Boats

1.8 Adverse Weather Boating Summary

SQUAD	EERC RED PADDLE (STRONG STREAM)	EERC AMBER PADDLE (INCREASING STREAM)	EERC AMBER PADDLE (DECREASING STREAM)	BLUE PADDLE (Cold water <4 degrees C)
Recreation /Development /Novice Squads	NO BOATING NO EXCEPTIONS	NO BOATING NO EXCEPTIONS	Authorised members only OR under direct supervision of Qualified Rowing Coach and based on individual ability & experience. Restricted to between Queens Eyot & Ruddles Pool.	NO unaccompanied SINGLES Restricted to Queens Eyot & Ruddles Pool.
Senior Squads	NO BOATING NO EXCEPTIONS	Boating is not recommended, but, authorised members only, can row following risk assessment Restricted to between Queens Eyot & Ruddles Pool.	Authorised members only OR under direct supervision of Qualified Rowing Coach Restricted to between Queens Eyot & Ruddles Pool.	NO unaccompanied SINGLES Restricted to Queens Eyot & Ruddles Pool.
Masters Squads	NO BOATING NO EXCEPTIONS	Boating is not recommended, but, authorised members only, can row following risk assessment Restricted to between Queens Eyot & Ruddles Pool.	Authorised members only OR under direct supervision of Qualified Rowing Coach Restricted to between Queens Eyot & Ruddles Pool.	NO unaccompanied SINGLES Restricted to Queens Eyot & Ruddles Pool.
Junior Squads	NO BOATING NO EXCEPTIONS	NO BOATING NO EXCEPTIONS	Only as authorised by Junior Coach based on individual ability & experience. Restricted to between Queens Eyot & Ruddles Pool. MANDATORY launch support.	Only as authorised by Junior Coach based on individual ability & experience. Restricted to Queens Eyot & Ruddles Pool. MANDATORY launch support.