

Event Safety Plan for

Henley Masters Regatta

Friday 11th - Sunday 13th July 2025

Reviewed by: Naomi Holland, Event Safety Advisor

Sponsor: Jon Thornber, Chairman

Plan version – Reviewed 07/06/25



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1. Event Summary

<p>Event Organizer: Henley Masters Regatta Committee c/o Upper Thames Rowing Club</p> <p>Contact details : Henley Masters Regatta c/o Upper Thames Rowing Club, Remenham Lane, Henley on Thames, RG9 3DB or c/o Jon Thornber, Event Chairman</p>	
<p>Event venue: Henley-on Thames, Oxon</p>	
<p>Event location: The event is spread over two adjacent locations, located off Remenham Lane, Remenham, RG9 3DB. Note this is to the east of the River Thames as it runs through Henley on Thames:</p> <p>A) Remenham Riverside (previously known as Remenham Farm) & Temple Island Meadows - owned by the The Copas Partnership ("TCP")</p> <p>B) Upper Thames Rowing Club</p> <p>See Section 6 for more details and Appendix 5: for a map and details of main access. Collectively they cover 1250m of towpath, meadows & arable land.</p> <p>Event course: River Thames, downstream of Henley Bridge, upstream of Hambleden Lock. Racing course 1000m - located 100m upstream of Temple Island to Upper Thames Rowing Club</p>	
<p>Regulator / owner of the course Environment Agency Thames Region, Kings Meadow House, Kings Meadow Road, Reading.</p> <p>Henley Royal Regatta, Regatta HQ, Henley on Thames, RG9 2LY (permission requested to use the boomed course)</p>	
<p>Expected competitors / participants</p>	<p>Masters of all age categories (27 - 80+) (excepting Masters A) Max. no of 365 entries over all boat classes for racing over Friday & Saturday, plus 60 entries for mixed crew racing on Sunday. A proportion of competitors double up, so c. 1200 competitors racing: c. 900 racing each of Friday/Saturday, c. 400 racing on Sunday. In addition, 100 volunteers, officials, suppliers & c. 250 spectators. 1,250 per day.</p>
<p>Expected or required competitor experience level</p>	<p>Masters, generally of a good / high competency level. No novice events are offered</p>
<p>Expected racing craft</p>	<p>Fine boats</p>
<p>Competition format(s)</p>	<p>Side by side racing.</p>

Competition rules	BR Rules of Racing http://www.britishrowing.org/competing/rules supplemented by HMR Rules, as published on HMR website and with consideration of Row Safe Guide https://www.britishrowing.org/about-us/policies-guidance/rowsafe
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1.2 Main Contacts

Organising Committee			
	Name	Contact No	Email
Committee Chairman & Chair of Race Committee ("CRC")	Jon Thornber		
Event Safety Adviser ("ESA")	Naomi Holland		
Deputy ESA	Stewart Bell		
Event Welfare Officer ("EWO")	Janet Hope- Brown		
Event Entries Secretary (Race Control during event)	Irene Hewlett		
Water Operations Manager ("WOP")	Tim Davies		
Land Operations Manager ("LOP")	Tim Kitto		
Communications Adviser	Steve Dance		
Race Committee (as a minimum 3 Umpires)			
Chairman of Race Committee	Jon Thornber		
Race Committee Members	Rod Murray Neil Hewlett		
TRUC Umpires	Jerry Mitchell (Fri & Sun) Roy Prosser (Sat)		

For Contractors / Supplier contact details see Land Management Plan

2. Location & Access Information

2.1. Area Map & Event Zones

A map of the area can be found in Appendix 5. Postcode is RG9 3DB.

Event Zones

In addition to the River Thames itself the Event takes place across 4 main zones as follows:

Zone	Known As	Used as follows	Primary Contact(s)
1	Temple Island Meadows (Start)	<i>Land Access to Start</i> Optional landing point for Safety Boats Optional landing point for helicopter	Water Manager - Tim Davies or Welfare Adviser – Janet Hope Brown or Start Manager (various)
2	Car park Temple Island Meadows	Parking, including trailers	Same as Zone 3
3	Remenham Riverside / Boating Area	Racks & Boating, Registration, Race Control, Control Commission, Medical team, Toilets, Optional landing point for Safety Boats	Race Control - Irene Hewlett Land Operations Manager – Tim Kitto
4	Upper Thames Rowing Club	<i>Land Access to Finish</i> Parking (Officials only), Presentation Raft, Race Committee, Optional Landing point for Safety Boats	HMR Committee Chairman - Jon Thornber ESA – Naomi Holland or Deputy ESA

2.2. Traffic Management & Access

One-way traffic system

The Organising Committee requests that all competitors, supporters, officials, contractors & suppliers adhere to a voluntary one way traffic system, prior to and during the Regatta to improve traffic flow, as follows.

Between Wednesday prior to the event and to midnight on Sunday of the event ALL Regatta traffic should access the HMR parking by entering Remenham Church Lane from the **top** of the hill on the A4130. Exit from the car park through Donald's Gate will be by turning **right** down Remenham Lane, past Upper Thames Rowing Club towards Henley Bridge.

The voluntary one way system has been put into place on taking into account the following considerations:

- The volume of additional traffic is not considerable, as a comparison it is less than that normally entering Henley on a Friday evening
- It is spread out over 4 days (Thursday to Sunday) with crews & trailers arriving at different times depending on the times crews are racing.
- However vehicles towing trailers to transport boats are involved and the lanes around Remenham are narrow
- Henley Festival also operates a voluntary one way system and it makes sense to be consistent.

Emergency Vehicles will be excused from the one way system, should they choose and will be able to proceed along Remenham Lane in either direction. They will also be able to use private roads which enable additional access to the northern (Temple Island) end of the racing course.

2.3. Car Parking

All vehicles and trailers must be parked in the HMR Parking area, in the field beyond Gate A3 as shown on the map in Appendix 5. The following vehicles are permitted to access other zones as follows:

- Vehicles accompanying retail stands may enter Remenham Riverside to access their designated parking area.
- The Medical team ambulance - located near the Registration tent in Remenham Riverside
- 2 vehicles carrying registration, comms & health & safety equipment are permitted to park behind the registration tent.
- Cars belonging to competitors with impaired mobility who have contacted the Event Secretary & obtained a Special Parking Pass which permits them to park just inside the gates at the top of Remenham Riverside

Care must be taken not to block access routes which may be used by Emergency vehicles.

2.4. Emergency Access Routes

A map showing Emergency Access Routes is found in Appendix 5. (The main route to gain access between Zones 1-4 is north / south along Remenham Lane. Competitors & general public will predominantly be based in Zone 2 (Car Park), Zone 3 (Boating Area) and Zone 4 (Upper Thames Rowing Club). A minority of spectators & officials will also be in Zone 1 (Temple Island Meadows).

Access to Zone 1 (Temple Island Meadows) requires access to a route on private land owned by TCP. If the gate is unmanned, keys to access gates to this area can be obtained from the Registration tent in Remenham Riverside.

The Medical team Emergency vehicle is situated next to the Registration Tent so the keys can be obtained & the vehicle directed in an emergency.

Emergency vehicles will be met by a representative from Race Control when they arrive on site. Unless directed otherwise they should make their way to Temple Island Meadows on Remenham Lane.

3. Assessment & Communication

3.1. Event Risk Assessment

A copy of the Event Risk Assessment (including both Land related and Water related activities) can be found in Appendix 1.

3.2. Event COVID Risk Assessment

There are no longer any requirements for specific changes to manage COVID risks. The Regatta takes place outdoors and the vast majority of competitors will have been vaccinated.

3.3. Persons Covered

This plan will cover the following groups of people:

- Athletes, coaches, supporters & spectators on water & on site
- Race Officials, marshals & all volunteers on water & on site
- Emergency Services inc Medical Team & safety boat crews
- Operators/Contractors on water & on site
- Catering/Bar staff on site
- Passing members of the public using the public footpath

NOTE: The Regatta cannot take specific responsibility for the public in general, however the public right of way along the river towpath and the potential for private vessels navigating along the River Thames, means that it is reasonably foreseeable that passing members of the public may be affected or drawn into the event, therefore the SMP aims to exercise a reasonable duty of care towards the general public.

The key principle adopted in respect of this consideration is to endeavor to keep the public separated from racing boats on the water & to mitigate all land based risks where segregation is harder to maintain.

3.4. Communication Prior to the Event

In line with best practice communication prior to the event has taken place as follows:

Navigation Authority / or Proprietor	
Authorisation from the relevant navigation authority giving permission to use the stretch of water for the event. Conditions (if any) on conduct of the event (E.g. notification of rescue vessel(s) registration code(s).	Request to EA has been made; no response yet received (as of 07 June)
Emergency Services	
For example: Notification sent to Police, Fire, Ambulance and local Hospital A&E covering Section 1, highlighting possible impact on their responsibilities	Wokingham BC's Event Safety Notification completed by J Thornber on 27 April for Fri/Sat, with follow up on 18 May for Sun

Highways / Local land owner / community	
Where required, notifications sent	Meetings held with TCP (land owner) in 9 months prior.
Other River users	
<ul style="list-style-type: none"> * Record any general notices of the event that have been made informing other users e.g. local papers, parish / village newsletters, user forums, Facebook, Twitter. * Form, content of specific notifications sent to non-participating rowing clubs normally using the waters. * Form, content of specific notifications sent to non-participating canoe, sailing or other clubs normally using the waters. 	<p>Henley Standard (week before), Facebook & Twitter Emails to UTRC members prior to event</p> <p>Emails enclosing water circulation pattern are sent to Henley RC, Leander Club, Phyllis Court, Eyot Centre 2 weeks prior to event.</p>
Third party Services e.g. Safety Boats, Medical Provision	
Medical & Water Safety Ltd (Medical Provision)	Confirmed May Chris Gee (MWS)
Oxfordshire Lowland Search & rescue (Safety Boats)	Confirmed Apr Marcus (Oxsar)
3.1 F Host Club	
UTRC Safety Advisor attends HMR planning meeting. Communication to UTRC members cascaded via email.	

3.5. Communication During the Event

Officials, Volunteers, Third party services (Medical Provision & Safety Boats)

All Officials, Umpires and Volunteers shall be sent a copy of this document. They will all be invited to attend the Safety briefings held each morning at UTRC before racing starts. The safety briefing will reiterate navigation, racing & emergency procedures. If arriving later in the day they will be expected to have reviewed the Safety Plan. Summary briefing will take place wherever possible by co-ordinator in that area.

Participants

The Henley Masters website: www.henleymastersregatta.com includes Circulation Pattern, Notes for Competitors, Competitors Safety Instructions, Welfare Statement, Event Safety Plan. Printed Circulation Patterns are prominently displayed in the Boating area and adjacent to the UTRC landing stages. They are also available to all competitors at Registration & coxes at Weigh in.

Welfare Statement is displayed at Registration.

The PA system is used to notify crews of changes to the circulation pattern at the end of the day. The safety boats are on the water and change the EA navigation signs 30 minutes prior to the

event. The course is boomed which helps protect racing crews from general boating traffic on the Henley reach.

4. SAFETY CONSIDERATIONS / PROCEDURES DURING COMPETITION

Please also refer to accident and emergency procedures in the Risk Assessment (Appendix 1) and Emergency / Incident Procedures (Section 5).

NOTE: The Safety Advisor is contactable via Race control or directly over the Radio.

4.1. Briefing of Officials / Volunteers

At the start of each day at UTRC and then individual officials may be briefed on arrival for their shift.

4.2. Control Commission

Crews are expected to check whether their boats comply with the Row Safe Guidelines & independently consider whether they can safely boat and race in the conditions presented.

Control Commission will be located at the landing stages & shall will randomly check competitors boats to ensure they comply with the regarding heel release mechanisms, bow balls, rudder lines and rudders, general boat condition and integrity, buoyancy compartment integrity and coxswains ability to escape from a front loader.

Any crew who has requested to boat from a neighbouring club e.g. UTRC or Henley RC is reminded at registration that they should report to Control Commission en route to the start.

In addition to an Umpire officiating in boats going afloat, a Landing stage Marshall shall supervise the outgoing and incoming pontoons and shall provide help and navigation advice to crews going afloat or returning who may be unfamiliar with the changes to the usual navigation pattern.

4.3. Launching / Landing of Racing Boats

- The pontoons must be well secured
- **Control Commission** will remain alert to any problem with the pontoons and report them to the Land Operations Manager (or in their absence Safety Adviser. They should ensure that this area is not cluttered with blades / shoes etc.

4.4. Circulation Patterns

- A copy of the Racing Circulation Pattern can be found in Appendix 7a.
- A copy of the Training Circulation Pattern can be found in Appendix 7b.

The Racing Circulation Pattern is ONLY effective from 7am on race days. The course reverts to normal river rules (i.e. Training Circulation pattern applies) immediately after the last race of the day.

To minimize the risk of confusion as to circulation pattern at the changeover time. Unless scheduled to compete, all crews are advised that they MUST be off the water 30 minutes prior to the start of the first race.

4.5. Danger points on the water

On or near the course danger points / hazard areas may include:

- The Cross Over as crews leave the landing stages & cross over the course to the Bucks station
- The Cross Over point below Temple Island where the Circulation Pattern reverts to normal river rules, necessitating crews and other river traffic to change stations
- The booms and ALL posts
- The weir at Hambledon lock. This is off the course and warm up area, so if crew stays within the circulation pattern it should cause no difficulties.

Methods Used to Highlight Danger points on Water

- Circulation patterns are displayed in the Boating area & at UTRC.
- There is a small official marshalling boat ensuring crews are only proceeding at light pressure in the cross over zone immediately below Temple Island.
- Warning notices are displayed on the River stating an event is taking place.
- No Entry Sign: This is just past the finish to indicate that crews must not continue down the HRR course

4.6. Summoning Help

On the Water: Contact the nearest Official who will radio / mobile to the appropriate person.

On land: Contact the nearest Official who will radio / mobile to the appropriate person.

Follow Appropriate Incident Response in Section 5

4.7. Safety Boats

Safety Boat cover is provided by Oxfordshire Search & Rescue. Three boats, all ribs, will be in attendance each day, positioned in 3 separate locations along the course as shown in the Circulation Pattern, as follows:

Name (Radio Commes)	Station	Locations Covered	Briefed to expect
Safety Start	Below the Temple Island	Warm up area, Temple Island, Start	Collisions, capsize around start, river traffic ignoring EA navigation sign & not using navigation channel
Safety Middle	Opposite landing stages / Fawley	Racing course	Collisions between crews, capsize for racing crews, Debris on course
Safety Finish	Upstream of the Finish	Finish & immediately upstream of Finish	Competitor collapsing after racing, stopping crews progressing up the course towards Henley Bridge, other river traffic mistakenly approaching from upstream between the booms

- The team includes 5 qualified RYA PB2 Helms, 3 of whom have had at least 2 years experience of Henley Masters Regatta. Each boat will contain 3 individuals including the PB2 Helms, whose experience includes Water First Responders and Bank Search.
- The boats will carry the obligatory safety equipment as defined in the Row Safe Guidelines, including:
 - Extended Boat Hook , First Aid Kits, Drag Anchor, Thermal blankets, Fire Extinguishers
 - Boat to Boat & Boat to Shore radio communications
 - Bottled water in case of hot weather
 - All crew members wear Personal Flotation Devices.
- The safety boat cover be stationed 30 minutes prior to racing, until after the end of the last race. **Safety Boats DO NOT provide cover outside of these times for training crews.**
- The safety boats monitor the main radio channel used by the Event. In addition they maintain a separate radio channel (Safety Boat channel) which is designated each morning for communication between their boats.
- The safety boats can self-mobilise if they witness an incident, but will otherwise be under the direction of Regatta Control or ESA or following an Incident Response as detailed in Section 5.

4.8 Medical team / Emergency Services

- Medical team is provided by MEDICAL & WATER SAFETY LTD (“Medical Team”) and they will be situated beside the Registration Tent in Remenham Riverside (Boating area) (Zone 2)
- The crew will include a trained Emergency Care Assistant (Level 3 Medic) and an Emergency Medical Technician (Level 4 Medic with SALM). They are in attendance from 8am to 6pm each day. They will have appropriate medical kit and drugs to manage expected emergencies, including a defibrillator, oxygen, entonox, trauma dressings, splints, collars, orthopedic stretcher, plus general first aid supplies.
- The HSG195 Event Safety Guide has been reviewed and the event score was <20. It is noted that the standard minimum recommendation is for 4 first aiders to be available. The HSG195 Event Safety Guide, is however designed for events with > 2000 people attending and Henley Masters Regatta is an event which can correctly be categorised as a Small Event in the terminology of that document. Taking into account the number of recorded incidents (averaging 3 per day over the past 4 years), the size of the event, the low density of the general public, the low risk nature of the activities and the presence of Water First Responders in Safety Boats we have concluded that 2 qualified paramedics is appropriate.

Second line medical support:

- The local hospitals are Townlands Hospital, Henley on Thames, RG9 2EB (not A&E) - 5 mins by car, and The Royal Berks “RBH” London Road, Reading, RG1 5AN (A&E) - 25-30 minutes by car.
- Emergency Services have been notified of the event via the Wokingham BC Safety Advisory Group cascade procedure.
- The Regatta does not have or require any special arrangements with the ambulance service. The local ambulance service (South Central Ambulance Service) can be requested via 999.

4.9 Welfare of juniors and vulnerable adults

See Welfare Plan Appendix 2

- Whilst the Regatta is a masters event there must be an awareness of the possibility of an incident / interference involving juniors (who may be coxing or undertaking stake-boat duties or vulnerable adults). A short mention will be made of the welfare issues in any briefing. The event welfare officer (EWO) for the Regatta should be informed of any possible incidents.
- The contact number for the EWO is available at Registration. The EWO or a deputy EWO will be available for any junior / vulnerable adult to talk to in private if they wish.
- Adult members of crews should ensure that juniors or those vulnerable are adequately dressed for the weather conditions at the Regatta.
- The EWO will determine if any appropriate action needs to be taken, should any incident be reported or observed, and will be responsible for reporting any concerns to the police and to the British Rowing Child Protection Officer, or raising any further concerns as the EWO sees fit.

4.10 Racking, Boat Storage & Marquees

- Racking for boats is available on a first come first served basis in the boating area from late Wednesday to the end of racing on the Sunday. There is no security provision specifically for boats, which are left on the racks at the owners risk. Boats need to be removed from the racks following the end of racing on the Sunday. If not removed the Regatta will need to arrange for their removal and any expense incurred will be passed on. Neither the Regatta nor the Committee is liable for any damage that may occur to boats.
- **Care must be taken by competitors to securely tie their boats to the racks so that they do not fall or are blown off. Competitors are advised to check boats regularly.**
- There are a few marquees on the site are required to submit appropriate documentation & insurances. All electrical cables should be above blade and head height, located underground or covered appropriately.

4.11 Event Communication between Officials

During the event there are 4 radio channels in use:

1. Race Control / Start / Finish / Safety Adviser / Safety Boat Command
2. Safety Boat Specific (for additional internal use between Safety Boat Crew members only)
3. Race Timing System
4. Results (between Finish Tent & Results Board)

The following communication methods are also in operation

1. Commentary / Public Address system
 2. Mobile phones (back up to radios & used by Committee to discuss race issues or other to keep radio frequencies clear)
- The Land Operations Manager will have radio & mobile phone contact with the landowner. All issues regarding the site must be passed to the Land Operations Manager in the first instance.

In the event of an emergency or major incident the procedures in Section 5 should be followed

A full list of mobile phone numbers is circulated to the Officials, Volunteers & Suppliers prior to the event. For Data Protection reasons it is not included as an Appendix to this document however a copy of this list is held by Race Control in the Registration Tent.

4.12 Radio Protocol

Radio Protocol is documented in Appendix 3. The key to effective communication over radio generally and especially during an Incident Response is to be clear and concise with radio messages. The full details can be recorded and passed on later.

4.13 Incident Reporting

- Incident reports are to be completed by ESA or Officials (& all parties) as appropriate.
- Accident reports should be completed by the Medical Team
- Any “near miss” should be reported to ESA for review.
- The ESA should submit an incident report to British Rowing.

4.14 Cancellation / Suspension

- In the 7 days prior to the regatta the ESA shall monitor weather forecasts and water flow, and if necessary consult with the EA. Simultaneously the Land Operations Manager shall liaise with TCP (landowners) regarding the condition of the land and car parks.
- If the poor conditions are forecast a wet weather plan will be invoked. Following a site / river inspection this may involve restricting access to parts of the site, or in extreme circumstances may mean cancelling the event. (Prior experience & assessment means that changing the course, or restricting entrants, are not feasible options).
- In the event of severe weather or adverse environmental conditions (e.g. environmental spill) the event may need to be cancelled. Wherever possible a decision will be made with 24 hours notice.
- If there is a possibility that the event may be cancelled the Organising Committee will agree a communication statement, which shall be published as follows (in order of priority)
 - www.henleymastersregatta.com
 - Using social media (X & Facebook)
 - Entries Secretary shall, as far as possible, email BROE admins but it should be noted that no bulk email facility exists from within BROE2
- In the event of cancellation prior to the event the ESA, Land Operations Manager & Water Operations Manager will liaise with entities in section 3.1
- During the regatta the ESA and the Chairman of the Race Committee, in consultation with others as appropriate will continue to monitor weather and water conditions.
- Should the ESA and the Chairman of the Race Committee find that conditions are such as to jeopardise the safe running of the regatta, and in particular, the safety of participants, or should a serious incident occur at the regatta that requires evacuation, the Chairman of the Race Committee shall stop or suspend racing in total or by class of event, until such time as conditions are considered safe. In racing hours the Water Evacuation plan in Section 5.8 shall be followed.

5. EMERGENCY / INCIDENT PROCEDURES

It is impossible to describe in detail a procedure for every circumstance however a default “Standard Procedure” DETAILED IN 5.1 has been prepared. This can be modified as required to suit the circumstances. Modified procedures (specific to certain scenarios such as Fire, Explosion, Accident, Suspect Package, Bomb Warning,) have been developed & are shown in 5.2 – 5.6 below. Guidance for Water Incidents, Electrical Storm, Lightning Strike & Missing Children are detailed in and A “Major Incident” (one which would necessitate the whole event / site being evacuated) has its own specific procedure detailed in Section 5.12.

For the purposes of this section only, the “**Key Person**” is defined as any regatta official / volunteer first at the scene.

NOTE: The Safety Advisor is contactable via Race control or directly over the Radio.

5.1 Emergency Procedure (Land) – STANDARD PROCEDURE

The STANDARD PROCEDURE in all (land) incidents or emergencies is as follows:

1. First person to discover any incident/emergency is the Key Person.
2. Key Person **should make an initial assessment of the incident as “MAJOR” or “MINOR”**.
 - A **MAJOR** response is when the incident is deemed to be life threatening / life changing, e.g. an individual has collapsed.
 - A **MINOR** response is where assistance is required, but is not deemed life threatening

A **MINOR** response may be upgraded & **MAJOR** downgraded at any time. It is best to err on the side of caution.
3. Key Person should try to remain calm and either radio information immediately to Race Control, or find the nearest person with a radio who do this.
4. **INFORMATION REQUIRED:** Key Person should advise Race Control of the incident including assessment (MAJOR or MINOR), location, nature, description and casualties as appropriate.
5. Race Control immediately alert Medical Team/Ambulance/Safety Boat or emergency services (if appropriate). Event postcode is (**RG9 3DB**).
6. Chair of Race Committee (acting in consultation with Race Control) will suspend racing (if appropriate) or initiate water evacuation procedure (if required).
7. Race Control should contact other persons as necessary to be sent to support Key Person (if appropriate).
8. Key Person in area takes control of the situation and appoints other team members to assist by keeping accesses clear, evacuating onlookers and collecting loud hailer to use if necessary.
9. Key Person to initiate organising evacuation procedure (if appropriate) – **see Section 5.12** for Evacuation Plan & and evacuation areas.
10. On arrival of professional emergency services, Key Person and all others must then allow the professionals to take control, and to carry out their instructions.

Additional procedures, relevant to specific situations follow below.

The procedure for a MAJOR INCIDENT is detailed in Section 5.11

5.2 Medical Emergencies

Follow the **STANDARD PROCEDURE for land incidents in 5.1**, with the following additional considerations:

- Medical Support is stationed in the Boating Area near the Registration Tent
- Paramedics will have a radio
- They also have key to enable them to have access to the start in the event the gate is locked
- Medical Team can self mobilise in response to MAJOR incident or should liaise with Race Control in the event of MINOR incident.

5.3 Fire (or explosion) Emergencies

Follow the **STANDARD PROCEDURE for incidents in 5.1**, with the following additional considerations:

- The event is predominantly held in the open air and fire risk assessment is low.
- Catering providers are required to undertake own fire risk assessments & provide Fire extinguishers. An additional extinguisher is positioned at registration. UTRC has extinguishers if required near the finish.
- No BBQ's are permitted.
- The Fire and Rescue Service are contactable on 999 and should be contacted immediately in the event of a fire in car park area or any fire in any area which remains burning for more than 30 seconds.

5.4 Suspect Package

- Never touch a suspicious package, but try to identify the owner.
- If ownership cannot be ascertained, revert to **STANDARD PROCEDURE in 5.1 above.**
- Nearest Key Person to move everyone away to a safe distance, and prevent others from approaching.
- Key Person to communicate issue to Race Control using hand-held radio or mobile phone whilst keeping away from the immediate vicinity of the suspect package, remaining out of line of sight and behind hard cover if possible.
- Race Control to notify the Police, and ensure that whoever identified the package initially remains on hand to brief the Police.
- Follow HOT procedure - ***Hot Characteristics:***
 - **H** Has the item been **hidden**? Has any attempt been made to conceal it from view or place it where accidental discovery is unlikely? Innocent items are not usually hidden deliberately. Explosive devices, because of the consequences of the device being found before it functions, are not usually left in the open.
 - **O** Is the item **obviously** suspicious? **Does** it look like a bomb? (Does it have wiring; circuitry; a power supply or something that may be explosives attached to it? Has it been found after a suspicious event?)
 - **T** Is the item **typical**? Of what you might reasonably expect to find in the given location? e.g lost property is often found in locations where people congregate or wait before moving to a new location

5.5 **Bomb Warning**

- Where possible, refer warning to Race Control/Chair or Race Committee or nearest Official with radio.
- If this is not possible, details to be taken regarding location, number, appearance of device and organisation issuing warning, along with detonation time and code word if possible.
- Information to be relayed by Key Person or direct to Race Control immediately as per **STANDARD PROCEDURE in 5.1 above.**

5.6 **Suspension / Abandonment of Racing**

The Event will endeavor to provide a safe environment in accordance with British Rowing's "Row Safe", although competitors, coaches and clubs are specifically reminded that every person attending the event, including those competing, or officiating, are personally responsible for:

- their own safety;
 - the strict observance of the circulation pattern and British Rowing's "Row Safe";
 - deciding, together with their coaches, whether or not they are competent to compete in the weather, stream or surface conditions as they find them on the day; and
 - ensuring 'a responsible adult' accompanies juniors competing in the event to assist them 'in loco parentis' and assuming responsibility for their safety and welfare.
- Any decision to abandon or suspend racing will be made solely by the Chair of the Race Committee (CRC)
 - However, all Race Officials & Key Persons (not just Umpires) are encouraged to notify the CRC & to advise of any circumstance that may compromise the safety or continuance of the Regatta.
 - If it is announced on the radio by CRC to suspend racing, crews & officials are to remain where they are pending further announcement whether/when racing will resume unless they are following Water Evacuation (per 5.8 Water Evacuation below).

5.7 **Emergency Procedure (WATER)**

Should a crew be involved in a collision or suffer any medical emergency or injury that requires assistance, or should a sculler capsize or crew member fall out of a boat, the nearest Official shall assume role of **Key Person on the scene** & shall:

1. **summon the nearest Safety Launch by radio**
2. **make an initial assessment of the incident as "MAJOR" or "MINOR".**
 - A **MAJOR** response - the incident is deemed to be life threatening / life changing, e.g. an individual has been injured or more than 1 individual is in the water.
 - A **MINOR** response - assistance is required, but is not deemed life threatening
A **MINOR** response may be upgraded & **MAJOR** downgraded at any time.
3. Key Person should advise **Chair of the Race Committee** of the incident should use radio, or find nearest person with a radio to do this. **INFORMATION REQUIRED:** assessment (MAJOR or MINOR), location, nature, description, numbers involved and casualties as appropriate.
4. If the incident takes place on the Course or immediately after the Finish the Chair of the Race Committee shall:
 - Advise the Race Umpire of any race already in progress. It is the responsibility

- of the Race Umpire to decide whether the race should be stopped.
 - Advise the Start that no further races should be started.
5. The Key Person on the scene or an alternate Official in the vicinity shall then supervise the swift recovery of the crew and its boat:
 - Preferably by extracting the crew and boat to the bank on the Berks Station (the towpath side) at either the Boating Area or UTRC, or
 - If more appropriate, by way of the attending Safety Boat.
 6. The Safety Boats carrying any affected party should disembark at the nearest landing stage:
 - preferably the Boating Area, or
 - if the incident took place around the Finish, at UTRC
 7. Safety Boat should use regatta Radio channel to advise the MEDICAL TEAM if they are required and the LANDING AREA they are heading for.
 8. Following the recovery of the crew and boat from the river, the role of Key Person on the Scene may have necessity to migrate to Key Person on Land, as follows:
 - Chair or the Race Committee or Safety Adviser (if landed at the Finish)
 - Race Control or Safety Adviser(if landed at the Boating area),
 - Key Person on Land (if landed near the Start).
 9. Key Person shall then advise the Medical Team (over the radio) whether further assistance is required together the location of the affected parties. They shall then follow Incident Response as set out in **STANDARD PROCEDURE in 5.1 above.**
 10. Chair of Race Committee shall advise Umpires once the course is clear.
 11. Unless Medical Team are in attendance already, the Safety Adviser should accompany the crew to the boating area & request that they visit the Medical Team

5.8 **Water Evacuation**

In the event of Electrical storm the Regatta will abide by the 30:30 rule. If there is 30 seconds between the flash of lightning (or less) and the sound of thunder and an announcement is made by Chair of the Race Committee to abandon, Officials should implement the **Water Evacuation Plan as described below.**

The course will remain clear until 30 minutes after the storm has passed.

Water Evacuation Plan

In the event of thunder and lightning or any other relevant major emergency, unless expressly directed otherwise, all persons afloat must move to an accessible part of the bank and disembark from their boats.

Below the start	To go to bank beside the start, oversea by start team & any nearly umpire launch
-----------------	--

On the start pontoons	may be brought into the bank beside the start, this will be overseen by the start team and Start Safety launch.
Racing along the course, below the boating area. Disembarking or approaching the landing stages	will be directed back to the pontoon by the crossing marshal; nearest official or the Middle Safety Launch. This will be overseen by Control Commission. The Middle Safety launch will ensure there are no boats on the centre of the river then disembark themselves
Racing along the course, above the boating area or near the finish	will be directed to Upper Thames landing area. This will be overseen by the Finish Safety Launch who will also check all boats in the area are off the water, and then disembark themselves.
Crews intending to go afloat	Should not go afloat
Umpires Launches	Unless following a race go to the nearest bank and all personnel to disembark.

All blades should be held low and not upright.

5.9 **ELECTRICAL STORM - ADVICE**

- On becoming aware of an imminent storm, Race Control should liaise with the Chair of the Race Committee
- Race Control shall make a public announcement (see example below). This may be combined with the announcement from Chair of the Race Committee (in which case WATER EVACUATION in 5.8 above shall apply).
- Publicly announce that all catering operations must be suspended until the storm passes.
- Advise spectators that the safest place during the storm is within **parked hard top vehicles** with windows up or within the permanent structures e.g. UTRC.
- If the storm is already overhead, advise the public/competitors NOT to move to higher ground but to seek shelter close to where they are. (This could include the regatta marquees.)
- Any persons remaining in the registration tent whilst the storm is overhead must be advised to keep clear of the sides & not touch any of the steel upright supports.
- The public should be advised NOT to seek shelter under gazebos, light tents, wooden sheds, umbrellas or trees.
- Anyone out in the open on land during the storm (e.g. the Start) should be advised to crouch down keeping their feet together or preferably seek shelter in any nearby vehicle.
- If the forecast and the on-line weather indications suggest that storms will be violent or persistent for the rest of the day, then an early decision to announce the suspension of all racing & evacuate the Regatta in an orderly fashion before heavy rain or lightning commences may be appropriate by the Chair of the Race Committee.
- Only the Chairman of Race Committee acting in consultation with the Safety Adviser and Race Control can decide to suspend the event or initiate evacuation for reasons of electrical storm.

Suggested Public Announcement. (In Event of a storm nearby)

"Ladies & Gentlemen, due to the proximity of an electrical storm, racing is now suspended. All athletes are now being instructed by officials to de-boat as soon as possible. No crews are to go afloat until further public announcements are made. Thank you"

[IF RAIN HAS NOT YET STARTED & THE STORM IS STILL DISTANT ADD:]

Members of the public & all persons on land are advised to seek shelter now and the safest place will be in a permanent building or in a hard top motor vehicle.]

[IF STORM IS CLOSE OR ALREADY OVERHEAD, SIMPLY STATE:]

Members of the Public are not to seek shelter on higher ground nor to shelter under trees, gazebos or umbrellas. If sheltering within any of the regatta marquees, please keep clear of the marquee structural supports. All catering will be suspended during the period of electrical storm.

5.10 Lightning Strike

- On becoming aware of a lightning striking an individual Call emergency services at once – the victim will need help as soon as possible. ADVISE them that the patient has been struck by lightning
- If possible apply first aid or call Medical Team to assist. You cannot receive an electric shock from the injured person.
- A lightning strike is not usually instantly fatal, victims' hearts and/or breathing may stop however, so quick application of CPR will likely save their life.

5.11 Missing/Found Children

- Details of any missing children should be **reported to Regatta Control** who can inform **the Welfare Officer (EWO)** as soon as possible. The EWO or Regatta Control will alert Officials across the whole site using two way radio. They will also alert emergency services if it is appropriate
- **Found children** – any found children should be accompanied to **Registration Tent** or **Finish Tent** (whichever is closer) & the Welfare Officer or deputy should be summoned to attend to that child. A PA broadcast should be made to attempt to contact parents/guardian of the child in the first instance by means of a discrete PA announcement without broadcasting the child's name. In addition if the child is able to provide a mobile number, Race Control should try to make direct contact. If no successful contact is made within 15 minutes Race Control will contact emergency services with details of the child.
- **Lost Child** – Any parent reporting a lost child should be encouraged to give a full description of the child including name, age & clothing worn. They should then return to the area where they lost the child together with an Official who should remain in radio contact with Race Control. Race Control will use the radio network to ask all Officials/Volunteers to look out for the child. As many other volunteers as possible should also be co-ordinated to conduct the search.

The Land Operations Manager should advise the car park subcontractor & particular emphasis should be made to monitor occupants of vehicles leaving the event. If the child is not found within TEN minutes of initiating this action, the Police should be notified. The PA should be used as a last resort & again the child's name should not be openly broadcast. Depending on the child's age e.g. over 12, a discrete announcement such as "*If (name) is at the regatta, would they please identify themselves to the Registration Tent (or give the child a rendezvous point they will know).*"

Please also refer to Welfare Policy in Appendix 2.

5.12 MAJOR INCIDENT – Emergency Evacuation Procedure (Land & Water)

Should any Official or Volunteer witness or believe an incident is imminent which is so serious as to require a full evacuation & suspension of the whole regatta, they should advise Race Control, via radio initially providing the information under the **Standard Procedure (section 5.1)** INFORMATION REQUIRED: assessment (MAJOR), location, nature, description, numbers involved and casualties as app

- Race Control should announce any need to evacuate on the radio network. This announcement will **suspend all racing & stop any more crews going afloat** immediately.
- Race Control should also use the radio network to advise all land based Officials of the nature of the emergency & instruct them now assist in directing public & all competitors away from danger using evacuation route (see below).
- **The Public Address system should also be used to announce the evacuation & to initiate calm instructions where spectators & competitors are to go.**
- If the emergency is centred on the boating area, crews, Officials, Launches & Safety Boats already afloat should **NOT** return to the boating rafts but should **stay afloat** & keep well clear of the rafts & implement the water evacuation plan detailed in Section 5.8.
- If the emergency is such that use of the boating rafts is impractical or dangerous, Safety Boats & Umpires launches should marshal crews into safe areas **on the water** either down stream of Temple Island or up stream of UTRC & should remain in attendance to support those crews that remain afloat.
- All Officials / Safety Boats monitor their radios & must **not** return to the Enclosure/Boating Areas until instructed to do so and they should not let crews return either. They should await further instructions as to when it is safe to return or whether they need to de-boat crews at other locations such as UTRC, Leander, Phyllis Court, Henley RC, Henley Management College etc.
- **It is vital the main entrance to the Boating area is kept clear for the Emergency Services.**
- On arrival of the emergency services to the site, all staff & race officials are to allow the emergency services to take control, and must carry out their instructions.

5.11 **Evacuation Routes & Evacuation Locations**

As a general rule, evacuation is from the BOATING AREA vicinity **AWAY** from the river. In the event of the need to evacuate all Regatta sites, this also avoids a possible clash of evacuees coming down the towpath from the Finish end of the course.

Vehicular and helicopter access for further stages of evacuation is possible from all these locations.

In the event of a land evacuation being required, two rendezvous points (RVP 1 and RVP 2) have been arranged. Competitors and the general public shall be advised via the PA system to move away from the river and to one of these rendezvous points as follows:

Location of Incident / Area to be evacuated	Exit Point	Recommended Evacuation Areas & RVP	Co-ordination
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Zone 1 (Temple Island Meadows - Start)	Via Tracks in meadow towards car park	RVP 1 (Car park / Zone 2)	Start Manager or Umpire at Start
Zone 2 (Car park)	Via footpath towards Remenham church	RVP 2 (Boating area / Zone 3)	Parking Manager
Zone 3 (Boating area)	Via footpath by Remenham church	RVP 1 (Car park / Zone 2)	Umpire on Control Commission
Zone 4 (Upper Thames Rowing Club)	Downstream exit from Upper Thames Rowing Club along towpath	RVP 2 (Boating area / Zone 3)	Judge at Finish

These evacuation routes and RVPs are shown on a map in Appendix 6. Officials in each location shall help facilitate a land based evacuation.

NOTE: Emergency services are most likely to come from Henley Bridge (ie: in the opposite direction to the one way system) Depending on the Incident Cars may NOT be permitted to leave the car park. Trailers will not be permitted to leave in ANY CIRCUMSTANCES to help facilitate the ease of access for Emergency Vehicles. Communication of this decision shall be made by RACE CONTROL to the car park stewards.

6. ALTERNATIVE PLANS

Alternative Plans or Plan B's are drawn up to cover failure of any part of the planned safety arrangements. Not every scenario can be envisaged but those that are documented below and will be added to in future versions of the Event Safety Plan.

Partial Loss of Safety Boat Cover
If 1 of our 3 launches fails - use 2 with one positioned between Fawley and the Finish and one around Temple Island. Make all Umpires in Umpire launches aware (all carry throw lines) so the number of boats afloat is still considered adequate.
If Safety Boats / Medical team does not arrive prior to start of racing
ESA & Chairman of Race Committee to consider suspension of racing until suitable cover arrives.
If not all communications equipment is working
Use mobiles in the short term & redeploy working radios to primary positions (Start, Finish, Safety Boats x2 - they also have mobiles), Medical Team, Race Control, Chair of Race Committee. Comms contractor is on emergency call out. 24 radios & spare batteries are ordered. At a minimum 8 are needed.
If Stakeboats become loose or un-useable e.g. leak
Revert to non stakeboat start in the short term, using bank aligner. Prioritise 1x or 2x races on the water
If an Umpires launch breaks down
Increase gap between races to 5 minutes, Advise Race Control, Consider PA announcement should situation not likely to resolve itself. Do not permit row overs. Consider umpiring 1x races from the bank (launch umpire can still start race but not follow, control commission can move to Hole in Wall & Fawley)

7. OTHER INFORMATION SOURCES

Additional documents provide support to this Event Safety Plan. Their purpose is to inform, guide or remind competitors, Umpires, Officials, various other river users and volunteers on particular aspects of the Event, and are available on the HMR website, in particular.

Notes to Competitors: This document provides guidance to the competitors on how to get to the Event parking arrangements, how the Regatta is run, provides essential information on the course, informs them about medical facilities and how to liaise with the Event in the case of an incident

OTHER REFERENCE DOCUMENTS

- HSG195 – The Event Safety Guide
- British Rowing's Rules of Racing
- RowSafe, RowSafe +, RowSafe Further Guidance
- British Rowing Welfare Guidance

Appendix 1: Risk Assessment

Risks on the water

Threat	Probability	Impact (threat to personal safety)	Mitigating Issues	Action in event of emergency
Risk of collision of boats	Low	Medium	Competitors are mostly experienced. Safety Boats along Course. Monitors/marshals along course and above start with megaphones and radios. Clearly defined navigation patterns using HRR Booms.	Marshalls and Umpires summon nearest safety launches and advise Race Control. See Emergency / Incident procedures within this Safety Plan (section 5).
Illness of Competitor such as heart attack	Low	High	Marshalls and Umpires along Course to Monitor incidences and advise safety boats/Race Control. Qualified first aiders on site & in some Safety Boats.	Emergency / Incident procedures for Marshalls to advise Race Control and Race Control to call Emergency services.
Malfunction of Equipment	Low	Medium	Umpire/control Commission to remind crews to check equipment before going afloat.	Umpire to prevent use of boat until defect corrected.
Abuse of Junior assistants on stake boats	Low	Low	Start Control to organise periods of stake boat duties (max two hours) and ensure sufficient water and sun protection. Verbal abuse reported to Umpires / Welfare Adviser. The Welfare Adviser to monitor.	Any abuse to be relayed to Race Control, the Welfare Adviser and the ESA for appropriate action to be taken.

Risks off the water

Threat	Probability	Impact (threat to personal safety)	Mitigating Issues	Action in event of emergency
Injury to competitors or spectators whilst in Regatta enclosure	Medium	Medium	No cycling permitted (signs in place) All supply of utility services to be properly marked, protected & covered	Immediate notification to the medical provision on site and report to the ESA.
Collision between car & competitor at crossing point	Medium	Medium	Road signage on Remenham Lane approaching cross over point	Immediate notification to the medical provision on site and report to the ESA. Call 999 if necessary
Fire in the Upper Thames Rowing Club	Low	High	Normal fire precautions already available (alarm, extinguishers etc.)	Evacuate building. Call emergency services. General evacuation if necessary - follow Major Incident response.
Fire in a tent or catering van	Low	High	Extinguisher to be situated in marquee. Caterer to provide extinguishers	Evacuate Tent/Marquee. Call emergency services. General evacuation if necessary - follow Major Incident response.
Serious public disorder/violent behaviour	Very low	Medium	None considered necessary	Call police. General evacuation if necessary - follow Major Incident response.
Terrorist Threat	Very low	High	Be vigilant None other considered necessary	Section 5.4 or General evacuation if necessary - follow Major Incident response.

Appendix 2: Welfare Statement and Plan

In accordance with the British Rowing Safeguarding and Protecting Children Guidance: Guidelines for Rowing Competitions (WG 3.4)

Welfare Statement

The Organising Committee of the Henley Masters Regatta believes that the welfare and wellbeing of all children and vulnerable adults is paramount. All children and vulnerable adults, regardless of age, gender, ethnicity, religion or ability, have equal rights to safety and protection. All suspicions, concerns and allegations of harm will be taken seriously, and responded to swiftly and appropriately.

A competition Welfare Officer will be appointed annually and will act as the point of contact for any concerns and allegations. Their contact number will be posted at the registration desk and will be available from Race Control.

The Welfare Officer for the 2025 event is JANET HOPE BROWN (07779 706043) deputised by Jeremy Dobbin (07904 948948). Alternatively they can be contacted via any Race Official stationed around the course or boating area or via the Registration Desk.

Welfare Plan

1. Reporting structure

The first point of contact is the Welfare Officer. The Welfare Officer may then contact the Chairman of the Organising Committee if needed, via Race Control. The Safety Adviser should be kept up to date with any incidents. The overall responsibility for decisions lies with the Welfare Officer. A matter should be reported to the police when appropriate. The Welfare Officer will be responsible for reporting any incident to the British Rowing Child Protection Officer.

2. Awareness

The Welfare Statement and Plan will be made known to all event volunteers at the pre-event briefing. A clear notice regarding contacting the Welfare Officer will be available from the Registration Desk. All personnel dealing with minors in rowing should be aware of the British Rowing Safeguarding and Protecting Children Policy (updated 2013) accessed via: <https://www.britishrowing.org/about-us/safeguarding/>

All officials should be aware of dealing with minors appropriately using the Row Safe guidelines. See <https://www.britishrowing.org/about-us/policies-guidance/rowsafe>.

3. Medical provision

The Welfare Statement and Plan will be forwarded to medical staff covering the event. This will include the contact details of the Welfare Officer. Medical provision will be located in the boating area, adjacent to the registration tent. In an emergency Race Control/Safety Adviser/Welfare Officer may contact the emergency services using 999.

Via BROE all crews are required to provide regatta day contact details. 1x are asked to confirm whether they are attending the regatta alone and also asked to provide emergency contact details - ideally for someone also attending the regatta - in case of accident/ illness. In instances where this is not possible entrants are informed that they may need to abide by the guidance of the onsite medical team.

4. Appropriate level of safety & security for young people

Adults with responsibility for children or crews including vulnerable adults racing in the event are expected to ensure that boating conditions are suitable. Adults, coaches & parents are also reminded of the need for suitable clothing for the event, bearing in mind the likely weather conditions e.g. sun exposure / heat, rain or cold. Visiting crews are responsible for the welfare and safety of their young or vulnerable adult coxes. In this situation it is the crew & coach who must make the assessment of whether their crew can safely boat and race in the conditions presented.

Visiting crews need to make their own arrangements for changing facilities. There are none provided on site but they are available at UTRC.

Volunteers and officials with the visiting crews and the hosting club should be vigilant for anything suspicious e.g. someone unknown to the crews hanging around or tampering with equipment.

5. Missing persons

If a person is reported missing Race Control must be notified in the first instance. They can be contacted via the mobile numbers above, or on radio via any official or the Registration Desk. The Safety Adviser and Welfare Office should also be notified, the former being the alternative point of contact should the Welfare Officer, or their deputies not be immediately contactable. Announcements can be made via Race Control as necessary (see Event Safety Plan for guidance). If the individual remains missing for more than 30 minutes the Welfare Officer should, based on the specific circumstances, consider reporting the incident to the police.

6. Access to young people or their contact details

Personal details on all competitors e.g. date of birth are collected via BROE during the registration process and submitting admin is asked to provide consent for the processing of any personal data collected via this process. Any hard copies of this data e.g. entry forms will be destroyed within 12 weeks of the event, having first allowed for any queries to be raised from the BROE results submission process. The crew contact details entered on BROE will be used to contact the adult responsible for any junior involved in an incident or in case of an emergency. It is therefore incumbent upon the person entering the crew to ensure that a usable contact number is included in the entry. If necessary these details can be updated on the day by advising the Registration desk.

Any personnel having unsupervised contact with juniors in an enclosed environment, if they have not had CRB checks performed, should work in pairs.

7. Basic training

All personnel working unsupervised with children should be familiar with the British Rowing Safeguarding and Protecting Children policy and the information it contains on good practice.

8. Photography

A link to British Rowing's advice on photography (Safeguarding and Photography WG 5.1) <http://www.britishrowing.org/upload/files/Association/Welfare/BritishRowingWG5.1.pdf>.

All competitors in the event may be photographed by amateurs, or professionals who sell their photographs, and these photographs may be used for identification or publicity purposes. The Regatta cannot prevent this, as the banks and the area surrounding the course are open to the public.

Appendix 3: Radio Protocol

A REMINDER THAT VHF RADIOS ARE NOT MOBILE TELEPHONES!

KEEP YOUR TRANSMISSIONS BRIEF AND CONCISE.

PLEASE OBSERVE STANDARD RADIO PROTOCOL.

Main Net Frequency channel 1	Supplementary Net Frequency channel 2	
START RACE CONTROL UMPIRE LAUNCHES (5X) SAFETY BOATS FINISH REGISTRATION	COMMENTARY RESULTS This channel for use by Stations wishing to hold longer conversations Such as relaying results / enabling race schedule to be updated	All radios have channels 1 & 2 and you can call a station on one channel and ask them to switch to channel 2 to continue. Thus leaving channels 1 free for main activity.

CALL THE STATION WITH WHOM YOU WISH TO SPEAK BY ANNOUNCING THE NAME TWICE AND THEN ADDING YOUR OWN. (e.g. "Race Control, Race Control this is Start are you receiving. Over?")

IF THEY FAIL TO ANSWER AFTER TWO ATTEMPTS, TRY AGAIN LATER.

IF YOU NEED A RESPONSE TO YOUR TRANSMISSION SAY "OVER" AT THE END OF WHAT YOU ARE SAYING.
END YOUR CONVERSATION WITH "OUT"

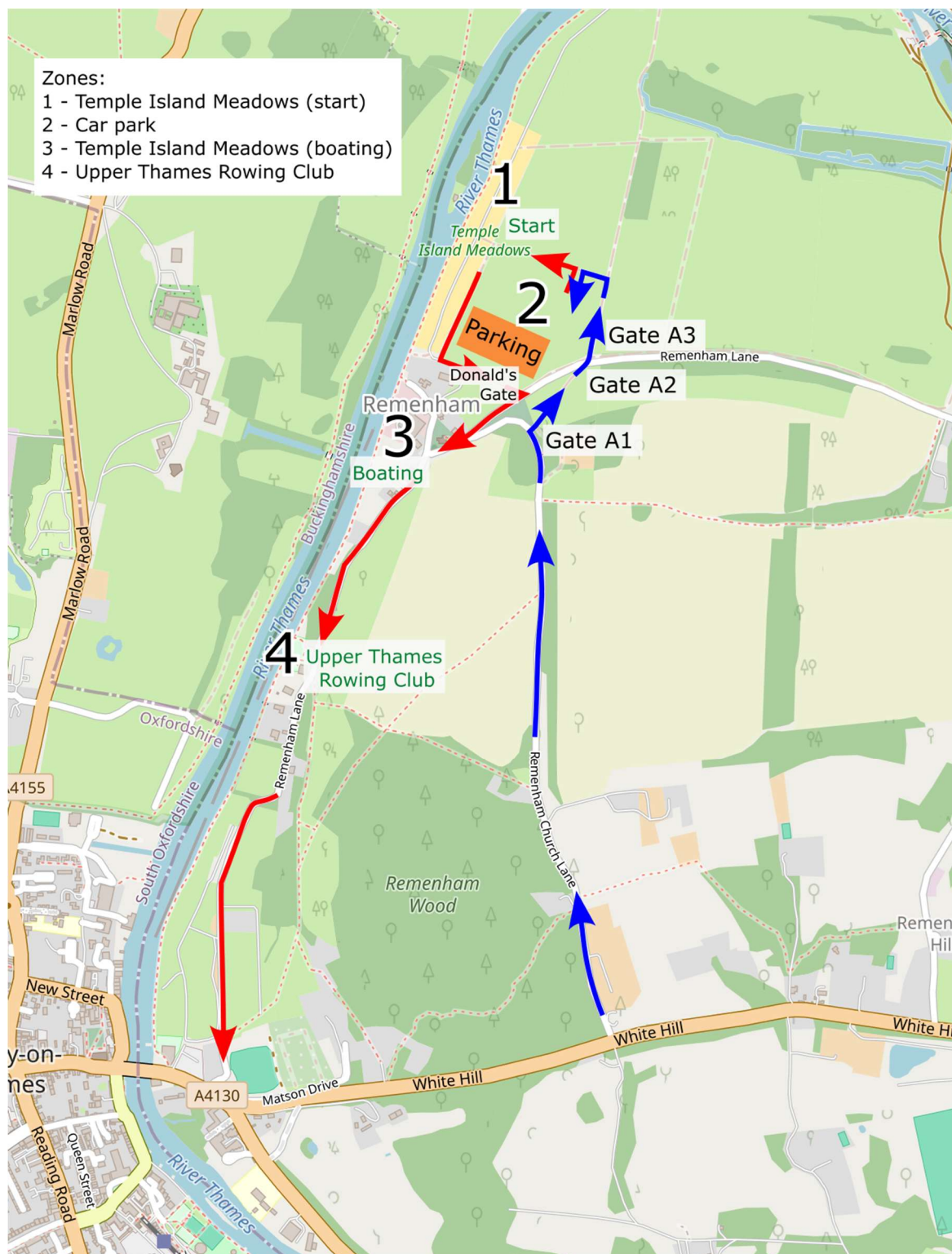
REMEMBER:

- WHILE YOU ARE TRANSMITTING YOU ARE PREVENTING ANYONE ELSE USING ANY OF THE NETWORK.
- YOU MUST RELEASE THE TRANSMIT KEY BEFORE YOU CAN HEAR ANY ANSWER.
- ANY PERSON WHO COLLECTS A RADIO FOR USE DURING THE DAY, IS RESPONSIBLE FOR RADIO **AND** ANY SPARE BATTERY UNTIL THEY ARE HANDED IN AT UPPER THAMES ROWING CLUB. DO NOT LEAVE THEM ANYWHERE ELSE IN THE HOPE THAT THEY WILL BE COLLECTED !

Appendix 4: Environment Agency Notice

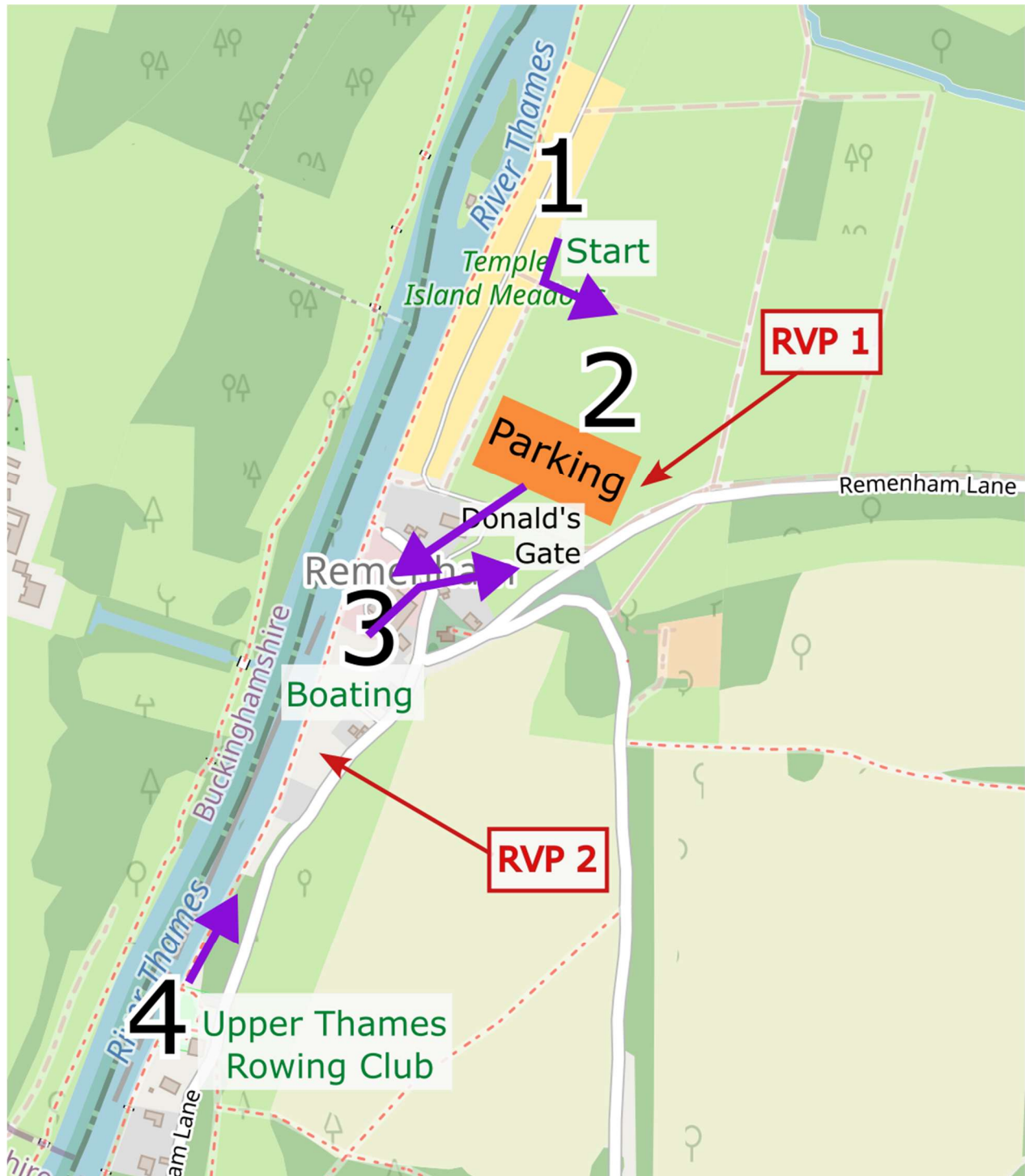
see separate document

Appendix 5: Map of Location & Main Access Routes



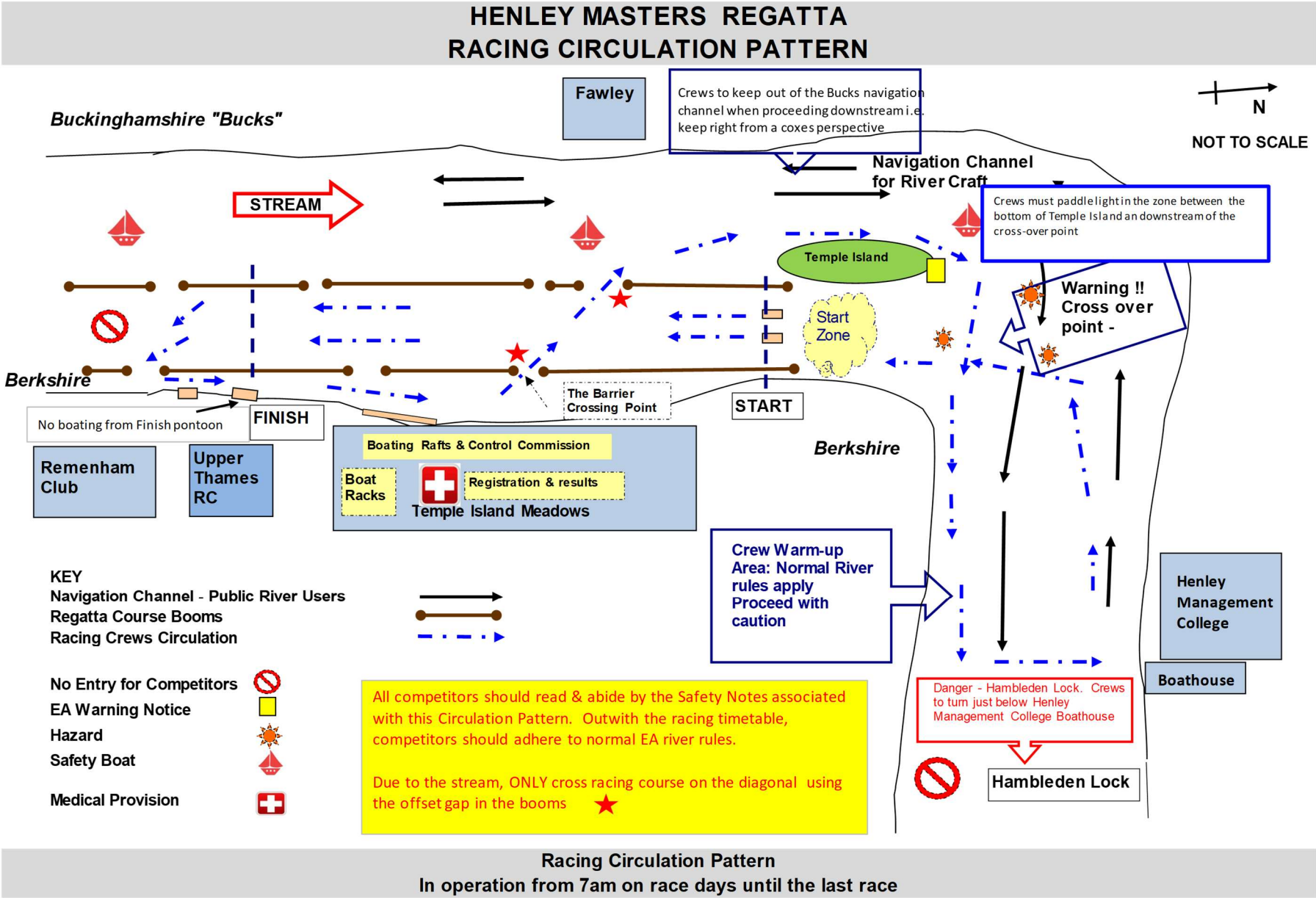
Blue arrows indicate encouraged route for traffic onto the site, red arrows for traffic leaving.

Appendix 6: Evacuation Routes



Rendezvous points are indicated in red. Purple arrows highlight evacuation / exit route from each of zones 1-4 (as per table in section 5.11)

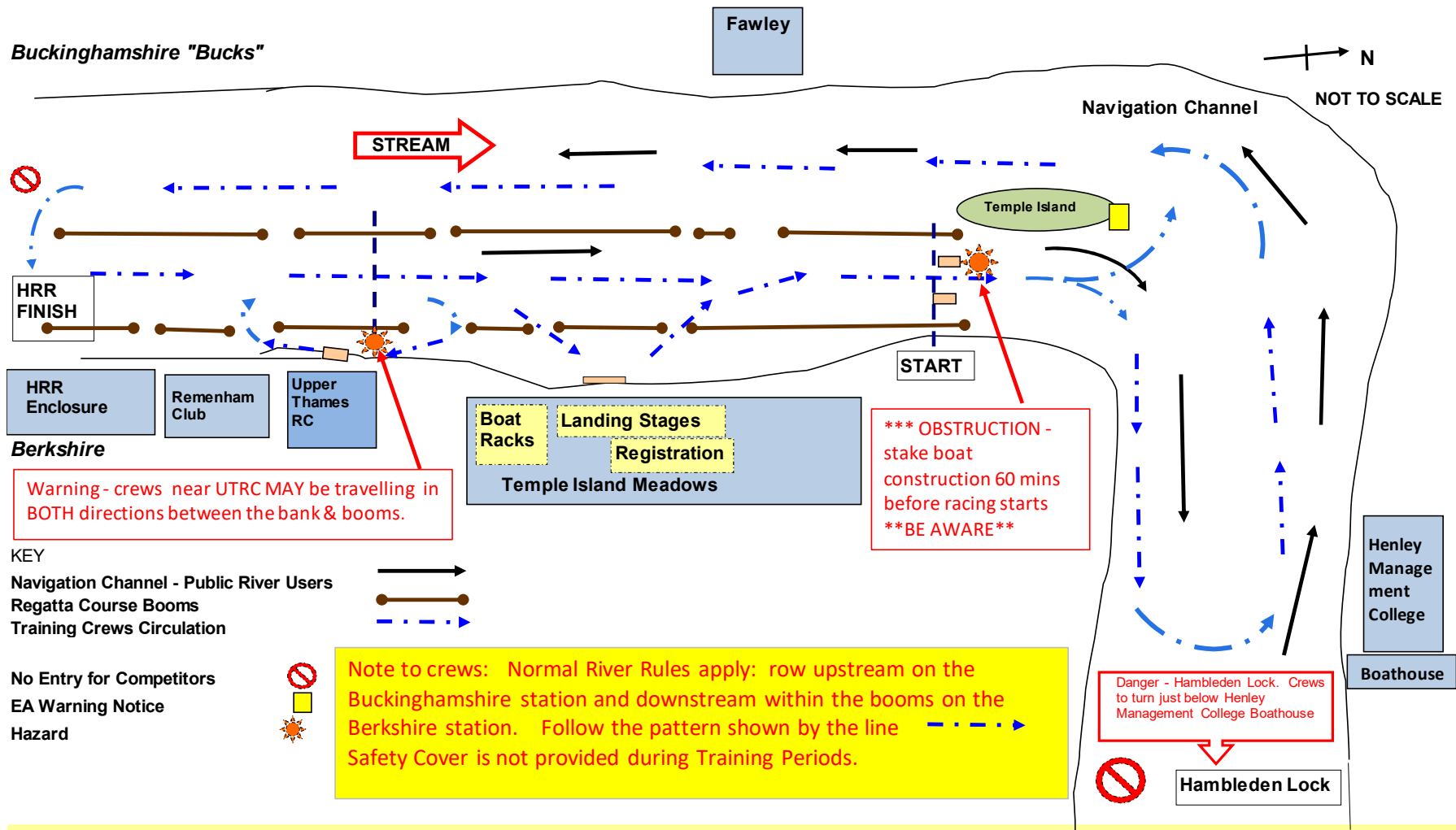
Appendix 7a: RACING Circulation Pattern



Appendix 7b: Training Circulation Pattern

HENLEY MASTERS REGATTA

*****TRAINING CIRCULATION PATTERN*****



THESE NORMAL RIVER RULES APPLY
until 7am on race days AND THEN AFTER the last race of the day.
UNLESS RACING - ALL CREWS NEED TO BE OFF THE WATER 30 MINUTES BEFORE RACING STARTS