

Friends of Hickory Rowing, Inc.



Safety Policy

Rev: Sep 2022

Hickory Rowing Club Safety Policy



Rowing, as with all physical sporting activities, carries with it some inherent risks. With proper planning and guidance, these risks can be mitigated to the point where rowing can be safely conducted and enjoyed. This safety policy is meant to serve as guidance for how Hickory Rowing Club will enact and undertake steps to make our rowing activities as safe as reasonably possible for our rowers, coaches, and parent supporters and shall be updated as required. Inputs and ideas for improvement will be gratefully accepted. The application of good, common sense on the part of all participants and supporters is encouraged and expected.

For Rowers:

The athlete in rowing is most likely to benefit from the full scope of proper safety guidance. The following requirements and guidelines are meant to ensure their safety as individuals and members of a crew.

Preliminary Steps

Prior to being allowed to undertake any physical activity with the team, either at a summer novice camp or if joining the team during the remainder of the year, the prospective rower or their parent/guardian must provide the following information. The specific format may vary from year to year, but the content must include:

1. Registration information (name, address, phone, email, emergency contact info, etc.)
2. Consent to engage in physical activity. Include known allergies.
3. Acknowledgement of basic swimming skills
4. Liability release

As soon as possible after their initial training, but prior to being allowed to participate in an organized regatta, the rower must also provide:

1. An annual physical, either generated by their primary care physician, either completing the Virginia High School League (VHSL) physical form, or another suitable version. If the prospective rower has had a physical completed within the last year, a copy of that form is sufficient.
 - a. For all rowers, the physical must be completed annually and submitted to the club.
2. Complete a swim test. The swim test will be scheduled by the coach and should be completed at a swimming pool vice the practice waterway. It shall also be observed by an impartial party/lifeguard if available. It shall include:
 - a. 100m/100yd swim. Any stroke, no time limit. Swimmers should be able to complete this without resting/standing.
 - b. Tread water for 5 minutes
 - c. Don a life jacket while afloat



Attire

Rowing requires that the athlete be able to move in a number of different directions, but due to the mechanics of the boat and seat, clothing can become entangled. All athletes should wear clothing that is loose enough to allow body movements, but snug enough to prevent it from becoming entangled in the seat wheels, oarlocks, boat hardware, etc. This applies to both tops & bottoms. Overly baggy shorts or long shirts are especially susceptible to entanglement. Be cognizant of the weather and wear/bring attire that is appropriate. Layers, breathable fabrics, water-repellant top layers (for activity in more inclement conditions). Cotton in hot weather, more wool and less-wicking fabrics in colder weather. Light-colored or reflective top layers are recommended as it makes the rowers much easier to see in the reduced light conditions.

As our practice waterway aligns east-west, hats and sunglasses are highly encouraged, but most especially for summer afternoon practices. Sunscreen and bug spray are also encouraged. There are times when an early morning practice may be scheduled.

While we don't do a lot of running, we do have a short run to the boathouse and may engage in workout on the rowing machines, calisthenics, etc. Wear a suitable footwear. It doesn't need to be a top-shelf marathon shoe and will likely get wet. Footwear such as crocs, flip-flops, sandals, etc. are not suitable for practices. They may be allowed at regattas solely for the purpose of launching boats.

Physiological considerations

Rowing will put the athlete's body to the test in many ways. A well-maintained body will help to endure practices, workouts, and regattas. The following guidelines are important to keeping the rowers' body ready to sustain physical activity and promote recovery from the associated exertions:

1. **Hydrate, hydrate, hydrate!!!** Water is essential. Most of us rarely consume enough. During warmer seasons, proper hydration is crucial to the athlete's health and lack of it can lead to serious consequences. ***Bring water, everyday, regardless of the temperature.*** How much water you bring is up to you, but it should be enough to get you through the entirety of practice. The container doesn't matter. Everything is on the table. The *quantity* is the important factor! Athletes shall take their water with them in the boat during practice. The club will generally provide water during summer camps, and there may be some available during other times, but athletes should be responsible for their own water supply. Hydrate during the day, at night, and on non-rowing days. If you wait until practice, or until you're thirsty, you're behind. This is a preparatory measure. Pay attention to your urine color or use pinch tests to check your hydration. Fluids such as water, Gatorade-style drinks, juices, etc. are preferred/recommended. Sodas and caffeine drinks in moderation. Energy drinks are discouraged. Proper hydration also helps ward off heat stress, cramps and headaches.

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2. Eat! Rowing burns calories. Lots of them. Stay fueled by eating properly. Electrolyte replenishment during the warmer seasons is important.
3. Make sure you get sufficient rest. Rest is important for recovery from athletic activity and many teenagers are having to balance school, family events, other athletics or activities, *and* rowing. Make sure you give your body, and your brain, the opportunity to rest and recover.
4. Blisters on hands are a natural part of this sport. Blister care is important in order to ward off infection and maintain rower comfort. In time, these blisters will form the calluses that so many rowers take great pride in. There are many approaches to the care of rowing blisters, but some fairly universal basics include:
 - a. Drain blisters that are raised and fluid-filled
 - b. Trim any old, dead skin
 - c. Leave the blistered area open/uncovered, if possible, to promote drying
 - d. Apply antiseptic or ointments to red, angry-looking skin.
5. Cramps and sore muscles are a part of this sport, but are most likely to occur for new rowers, after hard workouts, when learning a new skill or drill, or partaking in a new activity. Treat them accordingly with compresses, warm showers, and pain relievers. Sharp pains are not normal and are an indicator of something amiss. Rowers experiencing sharp pains during practice shall inform a coach immediately and may be grounds for not practicing, although they may be able to participate in practice in other ways. If they persist, seek medical treatment.
6. If the rower has an allergy that requires treatment via an inhaler, epi-pen or other device, the coaches should be made aware of the condition and the medical device shall be present with the rower, in the boat. If a condition arises, the device must be available immediately. Back at the boathouse or in your vehicle is not immediate. If a rower suffers an attack, inform a coach immediately.
7. Coaches are able to remove rowers from the boats and transport them back to shore for treatment if needed. If any rower in any boat is experiencing some form of medical emergency, stop the boat immediately and get a coach's attention. If the situation allows, a portion of the boat that does not include the affected rower may continue to row only in the course of getting the coach's attention. Do not attempt to row back to the boathouse on your own!
8. A first aid kit is maintained at the boathouse. There is an automated external defibrillator (AED) at the dockmaster's office.

If a rower(s) ends up in the water...

Rowers very rarely end up in the water, but it can happen. A 'crab' can eject an individual rower, a boat can become swamped, or it can capsize (really only a possibility for 1- or 2-person boats. 4s and 8s are difficult to capsize, even under the worst conditions)

If a rower is ejected from the boat, or somehow ends up in the water, the coxswain shall stop the boat, regardless of the activity in progress. If possible, the boat can be maneuvered to the

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individual to provide them something to hang on to. The boat shall stay put and the other rower(s) shall get a coach's attention using voices, whistle, waving an article of clothing, or hoisting an oar. If the ejected rower appears to be in some distress, or is unresponsive, another rower may enter the water to provide assistance if the rower's life or health are in immediate danger and help can't wait, (e.g., to lift their face out of the water, assist a struggling swimmer, etc.) so long as the rendering of such assistance doesn't significantly endanger the responder. Recognizing that most rowers are unlikely to be trained as lifeguards, the assistance should mostly be confined to calming the individual or lifting their head from the water.

If a boat becomes swamped, all rowers shall stay in the boat if practicable. Remove your feet from the shoes and get a coach's attention. If getting out is required, debark in pairs from the middle of the boat. The boat will float, even when full of water. In order to provide a more visible issue and provide rowers with a better surface upon which to support themselves, the oars may be unshipped, and the boat turned upside down. Rowers can then reach over and hang onto the boat while keeping their upper bodies somewhat removed from the water.

If another boat is in the vicinity, it can be maneuvered close to render some assistance. The box or stern deck can also be used like a lifeguard's rescue board in order to support a rower in some distress.

If a boat capsizes, all rowers shall immediately surface.

1. Count heads! Make sure you account for the coxswain, if embarked. If someone is missing, check the location where they were sitting and render assistance to get them out.
2. Stay with the boat! Don't swim for shore. Don't swim for help. An overturned hull is much easier to see than a head bobbing in the water. The boat will continue to float, even when full of water. Oars may float for a short while but can eventually fill up with water.
3. Get the coach's attention! Holler, slap the water, bang on the hull, remove an oar and wave it in the air. Stay calm. Stay together. Help is on the way.

Rowers engaged in sculling in singles or doubles, shall be put through a roll test to demonstrate how to right and reenter the boat.

Behavior

Proper behavior, decorum, and respect is expected from all rowers at all times during club activities. In support of this, the following guidelines shall be enforced:

1. No running, rough-housing, or other careless behavior will be tolerated in or around the boathouse, dock areas, boats, boats in slings, or the boat trailer.
2. All rowers engaged in handling boats shall keep quiet and attentive in order to hear commands related to the boat movement. Any rower in the vicinity of boat handling

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- shall be respectful of the boat movement and undertake not to interfere with the boat or its handlers and to get out of the way of the movement.
3. Coxswains engaged in boat handling ashore shall ensure that those in the vicinity are made aware of the movement, be attentive to hazards, plan their route, and voice commands with sufficient authority and volume to be heard by all in the area.
 4. Rowers shall also keep their conversation to a minimum once in the boat in order that they can hear the coxswain or coach. Idle chatter may cause them to miss a command issued to avoid a hazardous situation.
 5. Any rower, coach, parent, or other person present who identifies a hazard to a rower, equipment or movement shall stop the rowers or boat movement and make the hazard known. Once corrected, activity may recommence.

For Coaches:

Issues associated with athlete safety in the form of harassment, bullying, inappropriate conduct or similar, are addressed in the club's Safe Sport policy and are not covered here.

Coaches are the primary safety supervisors for all club rowing-related activities. This includes land workouts, on-water practices, boat launch and recovery, boat loading and unloading, boathouse activities, and regattas. All club-related rowing activities will be done under the supervision of a coach. Rowing activities and club-related training or workouts, whether on water or on land, are not allowed without proper supervision. (This does not include activities or workouts that a rower may undertake when *not* attending a club practice or workout.)

All coaches shall have a valid boating license from an appropriate issuing authority (does not have to be a State of Virginia license).

Any person who operates a boat in support of on-water activities for the club shall also possess a valid boating license. This license shall be shown to the coaches prior to being allowed to operate one of the launches. These persons shall be shown the specifics regarding boat operations for the club and be provided with a brief and a tour that includes the navigational hazards associated with our waterway.

Coaches shall be trained in first aid and CPR. The head coach shall be certified in first aid and CPR and this certification shall be updated as required in order to maintain currency. The Atlantic Yacht Basin does possess an automated external defibrillator (AED) at the Dockmaster's office near the front gate.

The coach's launches shall be suitably maintained and in good mechanical condition to support the club's on-water activities. Launch deficiencies shall be reported immediately and corrected as soon as possible. Coaches shall ensure that there is enough fuel in the boat for each outing to cover the expected practice activities and any possible emergency or prolonged situations.

Coach's launches shall be outfitted with a supply of safety and other equipment as listed in the appendices. If these supplies are depleted, they shall be replaced expeditiously.

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Coaches shall be familiar with the waterway, including obstructions, hazards, chokepoints, bridge opening schedules, waterway entry points for commercial and recreational vessels, and possible locations for emergency pick-ups. A map of the waterway is provided in the appendices along with pertinent contact information for various locations along the way. Coaches shall also be observant for floating hazards, primarily logs, that may periodically be found in the waterway. If possible, these hazards should be moved to the shores and out of the way of the clubs practice activities so long as the move can be made expeditiously and without hazarding the rowers. Coaches shall alert coxswains to hazards and help them navigate around them or stop them, if necessary, in order to avoid endangering rowers or damaging equipment.

Coaches shall also oversee an adherence to the rules of the road and traffic patterns, ensuring that the club's boats stay to the right side of the waterway, cede the center of the channel to passing yachts and commercial craft, and be courteous of other teams and boaters.

All club on-water activities shall be supervised by a coach, with the support of other launch operators as required. No club on-water activities are to be conducted without proper coaching supervision. If a boat is on the water, so is a coach. Coaches shall not supervise more boats than they can handle. Boats under a coach's supervision shall remain in the vicinity of that coach in the event there is an issue that requires immediate attention. Coaches shall provide direction to the coxswains of their various crews, especially in the event of a skill level disparity, in order to keep them from getting too far away. This may be in the form of boundaries to their practice area or using 'laps' to keep them nearby. Coxswains may be provided a 2-way radio to help coaches keep in touch with more experienced crews. Coaches shall be keenly aware of those rowers or coxswains who are new to their position to provide more training and supervision for those most in need.

Coaches shall keep in touch with the practice parents ashore via 2-way radio. If the need arises to return a rower ashore, the practice parent shall be notified. If medical attention is required, the coach may initiate the 9-1-1 call as they are most likely to be cognizant of details that will assist emergency personnel. Either the coach or the practice parent should notify the Atlantic Yacht Basin dockmaster so that they may be available to direct the emergency vehicle.

AYB Dockmaster: 757-615-7585

Rowing Shells:

Rowing shells shall also be kept in a good state of repair. This includes integrity of the hull, watertight compartments, riggers, and oars. Discrepancies shall be reported and repaired expeditiously. The following safety measures shall be in place on all club boats:

1. Bow balls affixed
2. Shoe ties that restrict heel movement and allow for speedy extraction of the feet from the shoes.

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3. During on-water activities that may involve low visibility, a flashing red light affixed to the bow and a flashing white light affixed to the stern. Light installations are the responsibility of the coxswain and shall be tested before installation.

If a boat is brought alongside the dock with a significant amount of water onboard, do not try to lift it out of the water. The extra water will make the boat much heavier and put more stress on the hull that may cause damage. Bail or pump out as much water as possible, then get additional hands involved to remove the boat. Once ready to lift, hoist the boat to waist level and tilt the boat towards the dock to spill out more water before attempting to raise it overhead.

Boats that are not safe to operate shall not be rowed until repairs have been affected.

Traffic Pattern:

Our waterway is public access and supports recreational and industrial vessels. As such, we need to share the waterway and be conscious and courteous about other people and vessels on the water, which include motor and sailing vessels, recreational fisherman, water skiers, tugboats and barges, the occasional dredge or other heavy industrial vessel, etc. Towards that end, we shall observe the long-established patterns for vessel traffic (i.e., “rules of the road”) by staying to the right of the canal’s center. This is primarily the responsibility of the coxswain but shall be closely monitored and enforced by the coaches on the water. Some use of the center of the waterway is permitted so long as there is no vessel traffic anywhere in our vicinity. Stroke seat rowers shall assist the coxswains by keeping an eye out for vessel traffic closing from astern and passing that information to the coxswains. Coaches shall also ensure that coxswains are aware of approaching vessels and assist in ensuring that they observe the traffic patterns. Even though our rowing shells may have right of way in some instances, we will not put ourselves in the position of making other boaters or vessel operators maneuver around us. We will always come down on the side of safety and clear the waterway (the ‘law of gross tonnage’ will never be in our favor!). The canal’s depth profile means that many larger vessels can’t stray from the center without running aground. Tugboats pushing barges cannot stop and must remain under power in order to maintain steering. They will have the legal right of way. Maneuvers in the presence of other vessels shall always be executed clearly and early so there is no doubt as to our intentions.

In the event that our boats encounter a vessel that is travelling at high speed, leaving a significant wake, the coxswain shall stop, turn the boat so that it is parallel to the wake, and have the rowers sit easy and lean away slightly. When the boat is aligned with the wake, the entire boat will rise and fall as a well-supported unit, lessening stress on the hull and the possibility of swamping. Be aware that the wake will push the boat closer to shore and possibly onto an underwater stump. React quickly once the wake passes and turn the boat back into the safer water of the canal.

The Albemarle-Chesapeake Canal:

Our waterway is both safe and challenging. The canal is generally free from high volumes of boat traffic, and reasonably well-protected from much of the weather conditions that may create

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more challenging rowing conditions. That said, there are some special considerations that warrant mention. We are bounded on the west by the Great Bridge locks, and although we may travel east of the Centerville Turnpike bridge, we will rarely go past the power lines east of there. This area comprises virtually all of our practice rowing environment.

Waterway challenges, excluding boat traffic include chokepoints at all the bridges; low clearance at the Centerville Turnpike bridge; a high volume of stumps, snags, and assorted obstructions near the shore; and the odd floating debris, all of which must be navigated around or through. Coxswains, with coaches' assistance, are responsible for navigating this maze. Some basic rules:

1. Never get too close to either shore due to stumps or snags that extended significantly outward. The south shore is by far more cluttered, but no area is clear. In some locations, there are fallen trees that extend into the waterway. Some of those trees may have limbs that extend further outward and underwater. Steer well clear of the shores, especially during low water conditions. Another reason to avoid the shoreline is that logs are much more difficult to see against the dark background of the trees versus the open water. Coaches shall ensure that coxswains are aware of low water periods and advise additional caution.
2. Treat all bridges as chokepoints due to the reduced ability to see what's coming from the other side. Stay to the right, make sure to constantly look ahead, and once clear, move to the right in order to observe the prescribed traffic pattern. A coach will advise if it's safe to just row through, such as during a power or timed piece.
3. Always be on the lookout for floating debris. Sticks and small limbs are not likely to damage the boat, but floating logs will. Identify these hazards and steer clear so long as doing so doesn't hazard your boat or others on the water. Err on the side of safety. Slow or stop, then pick your way around. Avoid passing between two harmless-looking sticks, which may be branches of a much larger log just below the surface.
4. As the canal generally aligns east-west, on sunny days the attendant glare can severely limit visibility ahead when facing the sun. Similarly, if the sun is behind you, boaters ahead of you may have trouble in picking out our boats amidst the glare. Be alert to the possibilities!
5. The Great Bridge drawbridge is in the middle of a bend in the canal that obstructs viewing. Be especially cautious when passing under this bridge and stay to the right. Coaches will help determine if there is a traffic issue on the other side. Be aware that laden barges create a strong current parallel to the shore while passing, so stay away from shore if possible.
6. Coaches and practice parents can help stay abreast of approaching vessel traffic by monitoring VHF channel 13. The lock and bridge tenders are on this channel and most boats communicate with the tenders prior to drawbridge openings. Practice parents should attempt to contact vessels entering our practice area and request they use caution in proceeding and reduce wakes.
7. A map of the canal area with pertinent phone numbers shall be posted.



Practice Parents:

Practice parents are an integral part of the safety program for the club's on-water activities. They provide not only preparatory duties for these activities, but also serve as an important link between the coaches/rowers and emergency services and other vessel traffic. A listing of practice parent responsibilities is provided in the appendices. A minimum of two is always preferred, especially in support of boat recoveries when that amount of activity in the boathouse and dock area increases significantly. Parents shall be trained in these duties and request help in areas where they may struggle or feel uncomfortable. Guidance and assistance can be obtained from other knowledgeable parents or the coaches. Practice parents should familiarize themselves with the waterway map posted at the equipment shed and be comfortable with radio communications.

Weather:

Weather is likely the least predictable portion of our safety program. As such, it is important that coaches stay abreast of the current *and* upcoming conditions. Fortunately, a wide variety of weather apps are available to assist. Coaches shall monitor the weather in the hours prior to practice, with an eye towards changes that may arise *during* practice. Pertinent information may include air temperature, water temperature (season specific), wind, rain, lightning, water level, and water conditions (waves, wind-driven current, tide). Practice parents shall also keep up with weather conditions and inform the coaches via 2-way radio of important changes or developments. Physical activity may be adjusted in order to work within the weather limitations, including:

1. Staying closer to the dock/boathouse area
2. Waiting for weather to pass; use ergs or calisthenics to fill the interim
3. Indoor vice on-water/outdoor practice
4. Cancel practice altogether

Some key considerations regarding the weather:

1. If the air temperature is >90 deg F, consider:
 - a. Reducing the workout, either in duration or effort
 - b. Row by pairs/fours, other half rest
 - c. Take more frequent water/rest breaks
 - d. Dip feet in the water.
 - e. If the air temperature is >100 deg F, cancel outdoor activity.
2. If the air temperature is <35 deg F, cancel on-water activity. Other ashore workouts may be accommodated.
3. If water temperature <50 deg F, use the 4-oar rule (only boats with 4+ oars allowed on the water).
4. If water temperature <45 deg F, cancel on-water activities.
5. 90 deg rule: If water and air temperature added together <90, consider land training instead.

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6. If bad weather isn't here yet, but is coming, consider staying between the railroad bridge and the locks. Keep abreast of its approach.
7. If lightning is reported within 10 miles, but >5 miles, stay between the 168 high rise bridge and Great Bridge drawbridge. If lightning is reported <5 mi, get off the water.
8. Wait at least 15 minutes after lightning reported within 5 miles before considering returning to on-water activities.
9. If a boat is caught by unexpected storm or lightning conditions and returning to the dock is not a viable option, maneuver the boat as close as possible to the shore (there are a few areas where a 'beach' can be found) and sit tight. If the area is clear enough, getting out and moving onto the beach is an option.
10. High winds are harder to quantify regarding their effect on rowing as the direction makes a huge difference. Northerly and southerly winds have less effect on the waterway due to its orientation. If there are white caps on the water or the wind is creating a sustained surface current, cancel on-water activities.
11. West winds will make rowing east very easy but make for a more difficult and slower return. Keep an eye on the timeline and don't row so far away before turning around.
12. Current in the canal is negligible. Any current observed is most likely wind-driven or the temporary effect of a passing deep draft vessel.
13. If the water level is low, keep the boats more towards the center of the canal. Don't approach the shores! Depending on the water level, launching 8s may not be an option. If the coaches' launches can't go out, neither can the oared boats! Extremely low water may force the cancellation of on-water activities.
14. Fog is tricky and usually an early morning phenomenon with cool air over warmer water. If it's dark and foggy, cancel on-water activities. If a daytime fog but you can still see the 168 bridge from the dock, on-water activities are allowed, but low visibility lighting must be used. Use a flashing white light on both ends (daytime only).
15. On-water activities may still occur if it's a light rain. If it's a heavy rain, cancel or wait. If light rain occurs after on-water rowing begins, consider heading back and staying close. If it's a heavy rain, return immediately. You've likely lost the rower's ability to focus.
16. Regardless of the weather, information and good judgement are paramount. Get the information, stay informed, make a decision, and adjust if necessary.



Appendix A: Outfitting Coaches Launches

1. Fuel tank, with sufficient fuel to complete practice. Top off from supply can or other tanks as necessary.
2. Life jacket bags (5 PFDs per bag)- 2 per launch
3. VHF marine radio, set to Ch 13
4. 2-way radio
5. Seat cushions (1-2)
6. Paddle
7. Equipment crate
 - a. Bailer
 - b. Rope length
 - c. Tool bag
 - i. Wrenches
 - ii. Foot stretcher tool
 - iii. Boat tape
 - d. Reflective emergency blanket (2-3)
 - e. Megaphone
 - f. Heaving line
 - g. Whistle
 - h. Air horn
 - i. Fire extinguisher



Appendix B: Practice Parent Duties

Getting started, preparing coach's launches and assist with boats

1. Arrive at the parking lot 15 minutes prior to rower's arrival time (i.e. if the practice starts at 5:00 pm practice parent needs to arrive at 4:45, check with the coach and find out how many launches will be required.
2. Sign in with the Dock Master when entering Atlantic Yacht Basin (AYB)
3. Open Boathouse doors (C-L-U-B)
4. Turn on boathouse lights
5. Take shoe bins down to dock and take down the goose fence
6. Open fuel cabinet (H-A-W-K) and equipment shack (key in fuel cabinet)
7. Outfit coaches' launches:
 - a. Unlock the boats (key in fuel cabinet)
 - b. Install transom drain plug
 - c. Fuel tank. Connect hose (pins line up only one way)
 - d. Paddle, seat cushion(s), equipment crate, VHF & 2-way radio
8. Loosen mooring line, push launch into the water (partially) and re-secure mooring line
9. Start the motor:
 - a. Pull motor forward and disengage tilt latch, lower motor into the water
 - b. Prime fuel bulb 3 times; loosen cap on gas tank
 - c. #1 & #2: Ensure kill switch lanyard is in place; throttle @ idle; transmission @ neutral
 - i. Press starter button. May need to goose the throttle if it's cold and tighten the detent screw to keep it running until it warms up.
 - d. #3: Ensure kill switch lanyard is in place; throttle @ idle; transmission @ neutral. Set the choke by pulling it all the way out. Grasp the pull cord firmly and pull sharply. May take an attempt or two, especially if it's cold. May need to goose the throttle if it's cold and tighten the detent screw to keep it running until it warms up. Press the choke in once warmed up.
 - e. Look for a water stream expelling from the back end of the motor. No stream, shut motor off by pulling the kill switch lanyard.
 - f. Once engine is warm, let it sit at idle. Loose detent if necessary.
10. Assist with launching if need be. Radio check on 2-way radios.

During Practice

1. Monitor the radios.
2. Report any boat traffic to the coaches using the 2-way radio
3. Set out 2 slings per boat
4. Take house reel out to dock and connect hose. Unreel hose and pull to the slings
5. Monitor weather forecast
6. Relax!

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Catching boats, coaches' launches, and closing shop

1. Coaches will call on the 2-way announcing return, usually from the vicinity of the 168 high rise bridge.
2. Assist in landing the boats on the dock by grabbing on oar shaft or blade and gently pulling the boat toward the dock until the rowers can reach it. When the rowers are holding the dock, move off the dock to give them room to work, unless another boat is immediately recovering.
 - a. Watch the bow! Make sure they don't bang the end of the dock or spear the side. You can push the bow off, or if it looks like a bad line up, yell at the boat to **"Weigh enough, check it down"**. Better to try again than to abuse a boat.
 - b. For landing 8s, grabbing the 2nd oar is usually best. For 4s and 2Xs, grab the first. Keep the blades low so you don't capsize the boat.
 - c. If landing boats at dusk or later, illumination on the dock will assist coxswains in making a safe landing. Flat, solar lights are installed, but may become dislodged over time. If they are missing or inoperative, a flashlight shone in the boat's direction from the corner will help the coxswain to make out the obstruction.
3. When the rowers have left the dock, collect the empty shoe baskets and return them to the boathouse
4. Put the goose fence back up (unless Great Bridge or Juniper have boats still on the water)
5. Secure the launches (coaches may do some of this once they've landed):
 - a. Raise the motor by tripping the latch, grabbing the back of the motor, and lifting forward.
 - b. Ensure the motor tiller arms are in the up position
 - c. Turn off the navigation lights if they're still on (switch on top the battery)
 - d. Disconnect the fuel tank and close the cap; return to the fuel cabinet
 - e. Remove the drain plug and lay in the bottom
 - f. Remove the outfittings and restow. Turn the radios off and return to the chargers.
6. Lock launches together
7. Close & lock the equipment shack and fuel cabinet
8. Ensure hose reel and boat slings are put away
9. Turn off all lights
10. Close and lock the doors to the boathouse

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Appendix C: Site Map

[Posted on the door to the equipment shed by the coaches' launches.]