



## Furnivall Sculling Club

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### APPROVED STEERERS POLICY

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#### Scope of this policy

1. This policy applies to:
  - a. **Anybody** boating from FSC using an FSC boat; and
  - b. Any FSC member boating from FSC using **any** boat.
2. This policy replaces any previous rule, policy, practice or convention dealing with the same matters. Any list of approved steerers produced prior to the introduction of this policy is invalid, and any approved steerer status existing prior to the introduction of this policy is revoked (although may be used as a reason for adding someone to the new Approved Steerer List produced under this policy).

#### The Rule

3. Nobody shall undertake a **restricted activity** unless **either**:
  - a. They are an **approved steerer** for the purposes of that activity; **or**
  - b. They are at all times accompanied and supervised by a **Responsible Person**.

#### Restricted activities

4. The restricted activities are: sculling in a 1x; steering a 2x, 4x or 8x; steering a 2- or 4-; coxing.

#### Approved steerers

5. An approved steerer is anybody whose name is on a list of people permitted to undertake specified restricted activities, maintained by the Club Water Safety Adviser in conjunction with squad captains and the Rowing Committee ("**the Approved Steerer List**").
6. A person may be approved in relation to any restricted activity, or only certain activities (e.g. coxing).
7. Nobody shall be added to the Approved Steerer List unless the CWSA or relevant squad captain is personally satisfied that the person has the necessary experience, ability and knowledge to undertake a restricted activity safely, without supervision. The CWSA or squad captain may at their discretion require a person to pass a written test or an on-the-water assessment before adding them to the list.
8. A **non-approved steerer** is anyone who is not an approved steerer for a given restricted activity.

#### The Responsible Person

9. Every outing to which this policy applies must involve at least one Responsible Person. The Responsible Person **must** be an FSC member, unless the Club Captain has authorised otherwise, and must be **either**:
  - a. an approved steerer for the purposes of the restricted activity undertaken in the outing; **or**
  - b. an **approved supervisor** for the purposes of the restricted activity undertaken in the outing.

10. An approved supervisor is anyone who, whilst not permitted him or herself to undertake a given restricted activity, is on a list of people authorised to *supervise* that activity. The list (“**the Approved Supervisor List**”) shall be maintained in the same way as the Approved Steerer List
11. The **outing signing-out book** must be used to indicate:
  - a. The names of all persons undertaking restricted activities in that outing; **and**
  - b. The name of the Responsible Person supervising and accompanying them.
  - c. If an approved steerer is undertaking a restricted activity, then his or her name may be entered as both the steerer and the Responsible Person; but
  - d. If a non-approved steerer is undertaking a restricted activity, a Responsible Person must sign his or her name next to that of the non-approved steerer to indicate that he or she will accompany and supervise them on the water.

### **Required level of supervision**

12. A non-approved steerer (“NAS”) is only considered to be accompanied and supervised by a Responsible Person if **at all times** that Responsible Person is in a suitable position and is otherwise able to:
  - a. Communicate easily with the NAS (i.e. within audible distance and not just line of sight); **and**
  - b. Identify hazards that may affect the NAS and to inform the NAS of them; **and**
  - c. Give steering directions to the NAS and to inform the NAS of any other steps the NAS should take to ensure his or her safety, including, if necessary, coming off the water.
13. A Responsible Person may only accompany and supervise, and be counter-signatory in the outing book for, a limited number of people. The applicable limits shall be set out in guidance to be published from time to time by the Club Water Safety Adviser (“**the Supervision Ratio Guidance**”) and shall depend on such factors as whether it is daylight and whether the Responsible Person is in the same boat as the non-approved steerer, a different rowing or sculling boat, or a launch.
14. Any Responsible Person found to be supervising a number of non-approved steerers in excess of the relevant limit shall for the purposes of this policy be deemed to be supervising none of them.
15. Before agreeing to be responsible for a non-approved steerer, a Responsible Person **must** ensure that they have considered such factors as:
  - a. The weather and stream conditions;
  - b. The equipment to be used;
  - c. The outing plan; and
  - d. Whether the non-approved steerer has the necessary basic knowledge and skills.

### **No liability**

16. Whilst the purpose of the Responsible Person is to ensure the safety of the non-approved steerer, the equipment they are using and other FSC members and river users, nothing in this policy should be construed as imposing a legal responsibility upon the Responsible Person for the actions of the non-approved steerer or for any incident they may cause or be involved in.
17. **In law, any steerer of a boat, whether or not approved under this policy, remains responsible for that boat: they are the master of the vessel they are steering, even if under another’s supervision.**
18. However, the involvement of a Responsible Person or any non-approved steerer he/she is supervising in any incident may call into question the suitability of the Responsible Person, whose status as an

approved steerer may at the discretion of the Rowing Committee be subject to review and revocation.

### **No obligation**

19. Nothing in this policy should be construed as placing any approved steerer or approved supervisor under an obligation to be a Responsible Person for any other FSC member. They are always entitled to refuse without reason.
20. Further, a Responsible Person may at any time during an outing indicate that they no longer wish to be responsible for a non-approved steerer. This may be because:
  - a. They consider the conditions no longer appropriate;
  - b. They consider that the non-approved steerer is not sufficiently competent to be safe, even with the Responsible Person's supervision; or for **any** other reason.

In such circumstances, the non-approved steerer **must** immediately and without protest allow the Responsible Person to accompany him or her directly back to the club.

21. FSC members who are not approved steerers but who wish to undertake a restricted activity **should not** make unreasonable demands of approved steerers and approved supervisors:
  - a. Ideally, they should not turn up to water sessions without having made prior arrangements for someone to be their Responsible Person;
  - b. In particular, they should avoid turning up to any water session not suited to their ability, or whose primary purpose is to allow approved steerers to go on the water without the burden of being a Responsible Person;
  - c. The appropriate level of supervision is most likely to be found in coached sessions run by the main men's and women's squads.

Non-approved steerers who do not abide by this guidance risk inconveniencing other FSC members, disrupting outings and squad training sessions or jeopardising their own safety or that of others.

### **Compliance**

22. Failure to comply with any aspect of this policy whether on the part of a non-approved steerer or a Responsible Person may have serious consequences for the parties involved, other river users or FSC as a whole. There may be safety, insurance or legal implications, and breaches may attract the attention of the PLA, the TRRC or British Rowing. The Club Water Safety Adviser, Club Captain, squad captains and coaches must therefore enforce it strictly.
23. Non-approved steerers found to be using club equipment or boating from FSC in breach of the rule may be subject to sanctions from ranging from an official warning from the Club Water Safety Adviser, to restrictions on their use of club equipment or suspension of their membership, to be imposed at the discretion of the Rowing Committee.
24. Approved steerers and supervisors found to be acting in breach of the rule, whether by failing adequately to supervise and accompany those for whom they are responsible, condoning dangerous practice or themselves behaving in an unsafe manner may be subject to the same sanctions, and may in addition have their own approved-steerer or approved-supervisor status revoked, at the discretion of the Rowing Committee.
25. There shall, at least once per year, be a meeting convened by the Club Water Safety officer and attended by the members of the Rowing Committee, at which compliance with this policy will be discussed and at which the Approved Steerer List, Approved Supervisor List and Supervision Ratio Guidance will be reviewed.

**23 September 2011**