##### Safety Policy



The Walrus Cruise is affiliated to the Standing Conference of Christian Sailing Cruises (SCCSC) and this policy reflects the current SCCSC safety guidance (as at April 2019).

**1 GENERAL**

1.1 Sailing holidays have, for many years, been organised and held on the Norfolk Broads by groups affiliated to SCCSC. The record of health and safety has been good, and a body of experience has been built up which relates to the aspects of sailing and boating which are particular to the Norfolk Broads as regards both the nature of the waterways and the type of craft involved. This includes members being involved with the development of the Royal Yachting Association (RYA) Keelboat Sailing syllabus to ensure that it is fit for purpose for the training and development of leaders.

1.2 The identification of the hazards and the recommended control measures which are employed to reduce the associated risks, as described in this manual, are the result of accumulated experience over the years.

1.3 There is no place for complacency; the assessment of the risks and the control measures must always be kept under review, and appropriate modifications to this document will be made as necessary. This review will include debate on any significant incidents at the Annual Meeting of the SCCSC.

1.4 This document can be used in two ways by the groups affiliated to the SCCSC. Either:

* As a record of best practise put together using the collective knowledge and experience gained over many years that is then used to inform the formulation of policies and procedures particular to a specific group; or
* For a Holiday Leader to use as the basis for their own Safety Policy.

1.5 In either case it is highly recommended that where a holiday chooses to deviate from the recommendation in this guidance, this deviation is supported by activity focused risk assessment or risk benefit analysis.

**2 SCOPE**

2.1 It is recognised that most of the holidays which take place on the Norfolk Broads involve those taking part living on the yachts and motor cruisers. Most of the activities are therefore centred around the use of these boats, but some activities take place ashore, for example games in a field, visits, walking or other excursions

2.2 This document only covers activities specifically related to the use of boats or to the fact that the holidays take place around water in the Norfolk Broads area. Each Holiday will assess activities other than those covered here and set in place appropriate guidelines and policies relating to these more general activities elsewhere.

2.3 The duties of the Holiday Leader and Skippers on SCCSC affiliated holidays extend beyond that of providing a safe environment as regards physical hazards. The aim of the holidays encompasses mental, physical, social and spiritual aspects, and so the qualities required of the Holiday Leaders and Skippers will have a similarly broad spread. It is the responsibility of the Holiday Leader to ensure that the right balance of skills is present in the leadership team.

## 3 DEFINITIONS

**Holiday** in respect of this document this is a sailing activity holiday for young people that is a member of the SCCSC;

**Holiday Leader** the individual with overall responsibility of each Holiday.

**Activity Leader** the individual with responsibility for the sailing activities on the Holiday.

**Skipper** the individual responsible for a single sailing craft on the Holiday.

**Team member** other leaders on the Holiday not yet specified.

**Norfolk Broads** the navigation area of the Broads Authority defined in accordance with Sections 8 and 10(4) of the Norfolk and Suffolk Broads Act 1988.

## 4 DUTIES

4.1 **Holiday Leader**

The Holiday Leader is the individual with the overall responsibility for the running of the holiday. They will normally be appointed by any parent organisation. The Holiday Leader should have the necessary experience to lead, coordinate and manage a group of co-leaders in the provision of the sailing holiday.

It is the duty of the Holiday Leader to ensure, as far as is reasonably practical, the health, safety and welfare of all people on the holiday. This may include the appointment of an Activity Leader with overall responsibility for sailing activity or alternatively this responsibility may rest with the Holiday Leader if the holder of this post is suitably qualified and/or experienced.

4.2 **Activity Leader**

The Activity Leader should normally be (as a minimum) an RYA Keelboat Instructor with experience of sailing on the Norfolk Broads.

The Activity Leader shall:

* select Skippers with appropriate qualifications and experience;
* provide appropriate information, instruction, training and supervision;
* make reasonable endeavours to ensure that the boats and general equipment are in a proper state for their purpose on the holiday (largely achieved by hiring from professional boatyards);
* shall establish in advance of the holiday the swimming ability of the crew and take appropriate measures to protect non-swimmers;
* encourage and maintain safe practice on the holiday; and
* provide general policies with respect to the Health and Safety for all people on the holiday, including risk assessments/risk benefit analyses, procedures and record keeping systems.

4.3 **Skippers**

For the purpose of this document Skippers are those who may be required to take charge of sailing activities on individual boats.

Skippers should normally hold as a minimum, an RYA Seamanship Skills certificate and have some experience of sailing on the types of boats used for the sailing holiday. However it is at the discretion of the Holiday or Activity Leader to determine if appropriate experience can be demonstrated and taken in lieu of these requirements.

It is the duty of every Skipper to:

* take reasonable care of the health and safety of themselves and of other people who may be affected by their acts or omissions during the holiday;
* cooperate with their Holiday Leader or any other person as far as is necessary to secure compliance with relevant provisions, and the safe practices provided in this guidance document and associated procedures;
* guide, instruct, direct and supervise the Crew and any other Team Member on their boat; and
* not intentionally interfere with or recklessly misuse equipment or instruction (either written or verbal) provided in the interests of health, safety and welfare;

4.5 **Team Members**

For the purpose of this document Team Members are all adult volunteers that do not have a previously defined role such as Activity Leader or Skipper but have a responsibility for looking after the needs of the crew.

It is the duty of every Team Member to:

* take reasonable care of the health and safety of themselves and of other people who may be affected by their acts or omissions during the holiday;
* cooperate with their Holiday Leader, Skipper (if appropriate) or any other person as far as is necessary to secure compliance with relevant provisions, and the safe practices documented in this guidance document and associated procedures;
* guide, instruct, direct and supervise any crew in their care; and
* not intentionally interfere with or recklessly misuse equipment or instruction (either written or verbal) provided in the interests of health, safety and welfare.

**4.4 Crew**

All individuals regardless of age need to be encouraged to consider their own safety and that of others around them. To that end all crew members should receive a briefing at the start of the holiday to include necessary safety and welfare instruction. The briefing should encourage every crew member to:

* take reasonable care of the health and safety of themselves and of the other people who may be affected by their acts or omissions during the holiday; and
* not intentionally interfere with or recklessly misuse equipment or instruction provided in the interests of health, safety and welfare.

**4.5 Boatyard**

It is the duty of the Holiday Leader to ensure that those providing boats provide:

* boats and equipment which are in a proper state for their purpose. This must include 50N buoyancy aids which conform to relevant parts of BS EN393-396 and are appropriate for the size and weight of the crew;
* appropriate information for the use of their boats and equipment in respect of their liabilities to the health and safety of the holiday; and
* as far as reasonably possible during the holiday, appropriate support of the boats, equipment and information as requested by the Holiday Leader or his appointed representative.

**5 GENERAL SAFEGUARDS**

5.1 The practices recommended here are the result of the combined experience of the Holiday Leaders of SCCSC and the guidelines of the Royal Yachting Association relating to Dinghy and Keelboat sailing and to the use of powered craft.

5.2 Operating Area - All sailing will take place within the navigational part of the Norfolk Broads system of rivers and inland lakes. No boats will pass under the Haven Bridge at Great Yarmouth or through the Mutford Lock at Oulton Broad.

5.3 The Broads are designated as Inland Waterways and Navigation is governed by Bye-laws as set out by the Broads Authority. These can be found on the Broads Authority Website: <http://www.broads-authority.gov.uk/boating/navigating-the-broads/byelaws-and-speed-limits>

5.4 The daily sailing programme will be determined by the Holiday Leader in consultation with the Activity Leader and Skippers, having regard to the forecast weather conditions. The yachts must be rigged according to weather conditions and the level of skill of the crew, which will be determined by the Skipper, in consultation with the Holiday or Activity Leader whenever possible.

5.5 A first aid pack must be carried on each boat containing sufficient and appropriate contents for the number of people based on that boat.

It is the responsibility of the Holiday Leader to ensure that the necessary arrangements are in place for First Aid. These arrangements will include a First Aid Kit on every boat and an ability to replenish any items used at the end of each days sailing. A record must be kept of each incident for which first aid items are used.

It is the responsibility of the Holiday Leader to consider on a risk basis what First Aid training or qualification is required for the holiday as a whole, and on each sailing vessel, , but as a minimum it is recommended that each holiday has at least one individual holds a First Aid Certificate approved by the RYA as acceptable for Sailing Instructors, and that all Skippers should as a minimum have an annual Emergency Briefing as a part of their basic Training and Competence activity.

5.6 The Emergency Briefing should include as a minimum training in the following Initial Actions:

In the event of an emergency or accident the team member present should be able to:

* STAY CALM;
* safe-guard the rest of the group;
* safe-guard self and the casualty;
* proceed with first-aid treatment as appropriate; and
* seek appropriate assistance
* afterwards, report and record the situation as appropriate.

It is the nature of sailing that accidents and emergencies may happen where it may be difficult for a suitably qualified person to reach the location of the incident. The team member present must know how assistance can be summoned. This could include the use of shore-based telephones, mobile telephones, radio or other craft.

5.7 The Holiday Leader must consider how Skippers will summon help or assistance in the event of an emergency. Experience has shown that mobile phones cannot be relied upon in the areas that we operate. It is recommended that consideration is given to the provision of 2-way radios, particularly where Half Deckers or other open boats may be used out of sight of others.

5.8 Each Skipper must be aware of, explain and demonstrate to the crew at an early opportunity in the holiday the procedure to follow in the event of “man overboard”. This should be centred around the recommendations of the Royal Yachting Association for Keelboats, dinghies or powered boats, as appropriate, but also bring into play the practical implications of operating in close quarters as experienced in river navigation.

5.9 Condition of boats and equipment - The boatyard is ultimately responsible for the quality of their hire fleet. However, at the start of the holiday, and before leaving the boat yard, the Activity Leader must satisfy themselves as to the condition of each boat to be used and on the condition and sufficiency of the gear and equipment. Any defects or deficiencies should be reported to the boatyard’s representative for remedy or making good before leaving the boatyard.

5.10 Norfolk Broads sailing boats differ in design, construction and rigging. It is the responsibility of the Skipper to understand the limitations of the boat in his or her charge and to ensure that the boat is sailed and navigated well within these limitations.

## 6 RISKS AND HAZARDS

6.1 The following have been identified as the principal physical risks and hazards associated with Norfolk Broads sailing and boating activities. This list is not exhaustive:

1. Drowning
2. Personal physical injuries:

* cuts
* sprains
* concussion
* fractures
* bruising
* crushing of hands and feet
* back injuries
* burns

1. Effects of climate:

* heatstroke
* hypothermia
* sunburn
* cold
* exposure

1. Weil’s disease and general water-borne ailments
2. Tetanus
3. Suffocation
4. Gas poisoning
5. Explosions due to gas or petrol fumes
6. Falling objects
7. Trips and falls
8. Rotating machinery
9. Fire
10. Collision

6.2 Entering the water either accidentally or deliberately represents the most significant risk and has associated with it the following hazards: drowning, concussion, bruising, fractures, crushing, cold, hypothermia, Weil’s disease and general water-borne ailments.

## 7 CONTROL MEASURES

7.1 All participants in the holiday are at risk from the risks and hazards described above. The holiday is divided into crews assigned to individual boats and so those at risk at any one time from a particular activity will be limited to the crew of the boat on which that activity is taking place. The level of risk associated with any particular activity will vary according to a number of factors of which the most significant, and the most variable, is the weather.

7.3 Each Holiday completes its own risk assessment or risk benefit analysis, and may have its own Safety Policy, which are issued in advance to set out control measures to mitigate the risks and hazards. This is shown in Appendix C. In Appendix A and B we have compiled some of the best practice guidance for easy reference.

7.4 In addition to advance planning, the Activity Leader is likely to undertake a dynamic risks assessment as conditions change, unforeseen circumstances unfold or new hazards emerge.

7.5 The Walrus Cruise also implements the following additional control measures:

* All members of a Holiday (or their Parent/Guardian if under 18) sign a declaration that the individual member will operate under the authority and rules as set down by the Holiday Leader for the duration of the Holiday;
* All members of a Holiday (or their Parent/Guardian if under 18) are required to make a declaration stating their swimming strength so the holiday leader can consider what measures need to be put in place for non-swimmers;
* All Skippers receive a basic Emergency Briefing as per 5.6. This is also provided in the “What to do in case of an emergency” sheet in the Boat Handbooks and on the back of the emergency grid references map which is provided to all boats;
* The Holiday Leader must consider, based on risk and numbers, what additional First Aid skills should be available to the Holiday as per 5.5;
* The Holiday Leader puts in place appropriate Safety Briefings for Skippers (and other Team Members) at the start of the Holiday covering their own policies and procedures and the Skipper’s responsibilities;
* The Holiday Leader holds a daily review/briefing with all Skippers to learn from the previous day’s experiences and highlight the current days plans including risks associated with weather and any specific navigating issues such as bridges.
* An annual Leaders’ AGM and meeting aims to further review/plan and provide training for Leaders/Team Members.

# APPENDIX A – Example Control Measures for Identified Hazards

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| **Hazard** | **Control Measures** |
| 1. **Drowning** through falling from a boat or bank into the water | 1. Adequate non-slip footwear (not bare feet) and a lifejacket or buoyancy aid must be worn by each member of the party who is:  * on a craft which is under way, getting under way or is in the process of mooring, except if inside the cabin; * engaged in any operation involving a dinghy (whether or not the dinghy is moored). * on the deck area or roof of a craft which is moored to a mud-weight or buoy in open water. * performing any operation on a moored boat which has become more risky because of weather conditions (e.g., ice, snow, high wind) or water conditions (e.g. swell, waves).  1. Life Jackets and Buoyancy aids are provided by the boatyard from which the craft originates or some Holiday members may bring their own. It is each Skipper’s responsibility to ensure that each member of their crew:  * has a buoyancy aid which is of the correct size, that conforms to the standards set out in section 4.4 and which may be fitted correctly; * understands how to put it on correctly; and * understands when it must be worn. |
| 1. **Effects of Climate** | 1. Skippers must ensure that all members of their crew are dressed appropriate to the conditions, having regard also to the age, stamina and build/physique of each person. 2. Each Skipper must be aware of the symptoms associated with heatstroke, sunburn, exposure, cold and hypothermia and the appropriate action to take. |
| 1. **Weil’s Disease** and other Water-borne ailments | 1. Broads water is a source of various infections. Hands should be washed, using clean water, before eating, and hands which are wet with Broads water should be kept away from the face and mouth. Swimming should be avoided. Anyone who falls into the water should be monitored over the next 24 hours for symptoms of stomach upset, vomiting and diarrhoea. 2. Weil’s disease and its symptoms are described in leaflets available from boatyards. The Holiday Leader should ensure that all Skippers have a copy of the leaflet, understand its contents and advise their crew. |
| 1. **Suffocation or Gas Poisoning** | 1. Suffocation can occur because of inadequate ventilation when operating gas appliances, especially gas heaters, or while the crew is asleep. 2. **Gas Appliances -** Most of the cabin boats use gas cookers and heaters. The instructions relating to these appliances vary from boat to boat and should be checked with the boatyard for each boat. It is the duty of the Skipper to ensure they know the correct procedure for the particular boat and that the procedure is followed. 3. **Overnight -** It is the responsibility of the team member in charge of each boat at night on which people will be asleep to ensure that:   (i) there is an adequate source of ventilation; and  (ii) no gas heaters are left on when the crew turn in. |
| 1. **Explosions due to Gas or Petrol Fumes** | 1. **LPG -** as used on most cabin yachts, is heavier than air and a leak can result in a build-up in the bilges of the boat. All appliances should be turned off at their isolating cocks when not in use, and cylinders should be turned “OFF” overnight unless advised otherwise by the boatyard. In the case of a smell of gas, no flame should be lit, the gas should be turned off at the cylinder and the boat should be opened to maximise ventilation. The Boatyard should be called for advice should the smell persist. 2. **Petrol –** the fuel held for any petrol engines on the boat should be kept in a sealed container, and any isolation cocks kept in the “OFF” position except when the engine is in use or being prepared for use. 3. **Diesel –** fumes from diesel are not volatile at normal external temperatures and therefore do not require the same level of precaution as petrol. |
| 1. **Rotating Machinery** | Rotating machinery is found in any boat equipped with an engine. Most boats are designed to require no direct contact with the engine, and where necessary only then when it is not running.   1. The Skipper of any boat with an engine must obtain from the boatyard personnel, information on the operation and, if necessary, maintenance of the engine, accompanied by a demonstration, before leaving the boatyard at the start of the holiday. Before any other crew member is asked to operate the engine, the Skipper must give sufficient instruction for that person to be able to operate it safely, including the ability to stop the engine in an emergency. 2. Engines must always be operated in accordance with the boatyard instructions, with safety covers in place. If any operation requires covers to be temporarily removed, then the Skipper must ensure that all the crew are aware of the safety precautions to be taken. |
| 1. **Fire** | 1. The Skipper must establish an escape procedure, in case of fire, to be understood by all the crew. 2. The Skipper is responsible for understanding the way in which all stoves and ovens operate, identifying any fire hazards such as the proximity to open flames of curtains, plastic containers, and unprotected cabin roofs, and ensuring that all crew follow safe practice when using stoves or ovens. 3. The Skipper must ensure that all crew members know where fire blankets and extinguishers are kept and that they all know how to operate them. |

# APPENDIX B – Recommended Procedures for Specific Activities

| **Activity** | **Description** | **Hazards** | **Recommended Procedure** | **PPE** |
| --- | --- | --- | --- | --- |
| Operations on Deck while setting off, Under Way and mooring | 1. Movement around the deck or roof of a boat under way, for the purpose of, for example, raising and lowering sails, preparing mooring lines or mud-weight, changing or adjusting headsails, fending off from other boats or jetties or undertaking specific manoeuvres such as gybing. | * trips * falls * crushing of hands and feet * falling objects * blows to head * falling in the water | 1. Skipper should brief and coach all crew members in  * safe ways of moving around a boat under way and the importance of handholds; * the importance of being aware of the movement of the boom; * the correct way of fending off so as to avoid injury; * the correct operation of all the boat’s equipment, including winches. | * non-slip footwear * buoyancy aids |
| Raising and Lowering Sails and Masts | 1. The Gaff Boom (where present), Boom, and Mast are all capable of causing injury if not controlled properly during the raising and lowering of sails and the raising and lowering of the mast. The crew needs to work effectively together to achieve the task safely. | * trips * falls * falling objects * rope burns * blows to head * falling in the water | * Skipper ensures that all crew are well briefed before the operation commences and that good communications are established and maintained between the leader in a particular operation and all those involved during the operation. * Raising and lowering of the mast should be done whilst moored and with no-one in the well of the boat unless the operation is being carried out by a competent crew. | * non-slip footwear * buoyancy aids * gloves |
| Reefing | 1. By definition reefing is required when wind conditions are significant. The levels of risk are therefore usually heightened by more difficult communication and because large areas of canvas need to be kept under control. | * trips * falls * rope burns * falling in the water | * Skipper ensures that all crew are well briefed before the operation commences and that good communications are established and maintained between the leader in a particular operation and all those involved during the operation. | * non-slip footwear * buoyancy aids * gloves |
| Getting Under Way and Mooring Up | 1. Involves crew members stepping from boat to bank, or bank to boat, passing or throwing mooring lines, and fending off. Quanting may also be required. | * trips * falls * crushing of hands and feet * sprains * bruising * falling in the water | 1. Skipper to brief and coach all crew members on the correct methods to use and the dangerous practices to avoid. This should include:  * Always aim to step between boat and shore when the boat is stationery. Avoid jumping if possible; * Do not use hands or feet to fend off – use fenders that are designed for the task; * Do not throw a line with a rond anchor attached; * Do not throw a line directly at anyone – throw it to the side of them; * Beware of poor underfoot conditions when stepping ashore; * For mooring or getting under way, the use of a round turn on any available post should be taught to reduce arm, leg and back strain; * In conditions of strong wind and/or current, more than one person may be required to hold the boat steady; * An understood “escape route” should be discussed with the crew in the event that the mooring activity does not go to plan – this is particularly relevant when sailing onto a mooring; * When mud-weighting in a broad, the correct procedure should be explained, ensuring that the craft is stationary before dropping the weight, and ensuring that the rope is free to run and is secured to the boat. * Boats rafting up should be secured to each other to prevent dangerous movements. Holiday Leaders should be aware of the increased levels of risk when considering spending the night rafted up as conditions may deteriorate and emergency support is less accessible. | * non-slip footwear * buoyancy aids * gloves |
| Quanting | 1. The quant is used for manual propulsion in the absence of wind, to manoeuvre a yacht, with sails lowered, in certain mooring and getting under way procedures, to propel a yacht with all gear lowered under a bridge, and to extricate a yacht from situations involving grounding or being on a lee shore. | * Falling in the Water, * trips, * falls, * sprains, * back injuries, * falling objects, * splinters | * Quanting should not be carried out unsupervised without prior training, although the training may only involve a brief period of instruction accompanied by a demonstration. * Before quanting commences, the Skipper must ensure that both side decks are clear of obstructions; that the boom is controlled so that it remains amidships; that the weight of the quant-pole is not too great for safe use by the crew person about to use it; that the life-belt is ready to throw; and that the member of crew steering is aware of the particular actions required of them. * All crew must be aware of and understand the rescue procedure should the person quanting fall overboard or the quant-pole be lost. | * non-slip footwear, * gloves (depending on water and air temperature), * buoyancy aid |
| Navigating Under Bridges | 1. Motor Cruisers | * Blows to the head * Crushed limbs | * There is a standard procedure for each craft which should be followed that will be documented in the Skippers Manual provided by the Boat Yard. This may involve lowering the windscreen and folding down the superstructure of larger cruisers. * All crew must be in the steering well of the cruiser or below decks and a good lookout kept for other craft. * In the case of Potter Heigham bridge a pilot must be used, if this is stipulated by the boatyard, and their instructions followed in detail. | * non-slip footwear, * buoyancy aid |
| Navigating Under Bridges | 1. Yachts | * Blows to the head * Crushed limbs | * There is a standard procedure for each craft which should be followed that will be documented in the Skippers Manual provided by the Boat Yard. This will involve lowering the mast. * All crew must be made aware of the risk of head injuries from the bridge itself – the Skipper should issue a final warning just prior to going under the bridge. * In the case of Potter Heigham bridge a pilot must be used if this is stipulated by the boatyard, and their instructions followed in detail. | * non-slip footwear, * buoyancy aid |
| Use of dinghies | 1. Boarding and disembarking from moored dinghies of the type used by the SCCSC cruises requires particular care to avoid the dinghy tipping sideways sufficient for the crew member to fall into the water. When in use a good lookout must be kept for other craft proceeding by sail or power. | * Falling in the Water, * Slips * falls, * bruises, * cold, & hypothermia | * Before any crew member attempts to enter a dinghy, instructions must be given by a team member in the correct procedure to follow. The Skipper must ensure that only crew members who have demonstrated an ability to row (while accompanied by a team member) may use dinghies unaccompanied. * Limits must be set by the Skipper on an area within which the dinghy may be used, having regard to the conditions of the weather, rate of tidal flow, competence of crew, other river traffic and accessibility in the event of an emergency. The limits must be understood by the crew using the dinghy, along with a procedure to follow and signals to give in the event of an emergency. * Another vessel and competent person must be immediately available to carry out a rescue and a lookout must be maintained at all times when dinghies are in use. | * Buoyancy aids, * clothing appropriate to the weather |
| Riverbank Activities | 1. Walking along a riverbank by which boats are moored, or boarding and disembarking from those boats requires care at all times | * Trips and falls * Falling in the Water, | * Mooring lines should be kept clear of footpaths and be positioned close to the ground surface whenever possible. * Boats should be moored in positions such that the well region is adjacent to a firm section of bank. * Team members must advise all members of the party of the need to take care to avoid tripping over mooring lines and of the dangers of falling into holes in the bank close to a moored boat, or between the boat and the edge of the bank, especially if the latter is formed of pilings. * Special care is needed if the boats are not part of the holiday fleet. * A torch should be used at night. * If it is necessary to step across rafted boats at night, crew members should be advised to cross foredecks and use shrouds as handholds | * Torch * Adequate footwear for muddy slippy conditions i.e. not deckshoes |
| Manual Towing | 1. Yachts may need to be towed by a line from the river bank, pulled by one or two crew members. | * Trips and falls, * Falling in the Water | * The Skipper should ensure that all crew understand the operation and should only instigate manual towing when the river bank is believed to be firm. Under no circumstances should the crew member attach himself/herself to the towline. | * Footwear with strong soles * Buoyancy Aid * Gloves |
| Towing under Power | 1. Towing, other than dinghies, may not be permitted by boatyard regulations. Where towing is permitted, special precautions should be noted. | * Collision, * rope burns, * damage to equipment, * crushing of hands and feet * Falling in the Water | * Towing of a yacht, where permitted, should be done under the supervision of a Skipper. Only team members should be on the helm of towed and towing yachts. * Towing should be done alongside wherever possible to avoid the risk of accidental collision. The boats should be secured so that movement relative to each other is minimized. When towing alongside, the towing boat should not be forward of the towed boat, and 2 separate ropes should be used to secure the front of the boats together. The use of spring lines between towing and towed vessel will make a huge difference to the stability of the combined vessels. A look out should be employed on the towed vessel in light of the width of the combined vessels; * When towing astern (e.g. along Meadow Dyke) the towing rope should be fastened so that it can be released very quickly. The Skipper should instruct one of the crew to be prepared to release the towed boat immediately. * Towing a dinghy, the equipment in the dinghy should be carefully stowed to avoid it being lost or catching on passing craft or riverbank obstacles. The centre board should be up and the rudder removed. No crew should be allowed in a towed dinghy. | * non-slip footwear * buoyancy aids * gloves |

# APPENDIX C – Risk And Benefit Analysis

The Walrus Cruise has compiled its own Risk and Benefit Analysis, the latest version of which can be found online [here](https://drive.google.com/file/d/1m4wVDMzPyr9NQpoqsEFrtd8X31PgCOxm/view?usp=sharing).

It is also made available in the Boat Handbook on each cruise vessel.