

## **SYCSA WORK INSTRUCTION 4 :SAFETY BOAT**

<b>Activity</b>	<b>Instruction</b>
	<p><u>Preamble</u>            This document is produced in conjunction with SYCSA Policies, Risk Assessments, RYA Procedures and Practices and HSE best practice.            It is assumed that the safety boat crew</p> <ul style="list-style-type: none"> <li>• Is suitably qualified and experienced to carry out the tasks</li> <li>• Has attended a SYCSA Induction/Training Day</li> <li>• Has been briefed by the Senior Instructor on the day</li> <li>• Complies with SYCSA Policies and RYA Procedures and Practices</li> </ul>
<u>Buoyancy aids</u>	1) A buoyancy aid of at least 50N must be worn, correctly fastened and supplied with a whistle. It must be worn over all clothing.
<u>Briefing points</u>	1) Attend SI briefing.
<u>Moving boats between boat park and preparation area</u>	1) Ensure the safety of others during all boat movements. 2) Whilst passing through the gate to/from the boat park to/from the preparation area ensure that crush injuries are avoided between the boat and gatepost. 3) Allow adequate space between boats when parking them to ensure adequate space for preparation.
<u>Preparation of safety boats</u>	1) Unlock boat and remove cover. Stow cover. 2) Lift engine. 3) Ensure the boat is seaworthy. Check for damage. Report defects to Senior Instructor (SI). 4) Transport the boat down to the preparation/rigging area and park it on the left hand side of the gate adjacent to the fuel store. 5) Collect paddles and decking from Bosuns store (if appropriate) and equipment including a fuel can, bucket containing bungs, 2 towing warps, anchor, kill cord, knife, rowlocks and blue bag with spare kill cord, First Aid kit, bailer, Trump, wire cutters and fire extinguisher. The fire extinguishers are permanently fitted to both RIB's. 6) Fit bungs to hull. 7) Check fuel level and fill if required, fit & secure fuel tank. 8) Attach anchor.

<b><u>Refuelling</u></b>	<ol style="list-style-type: none"> <li>1) Ensure there are no sources of ignition in or near the refuelling area.</li> <li>2) Ensure the fire blanket and fire extinguisher sre available in the fuel store.</li> <li>3) Ensure correct fuel/fuel mixture is used.</li> <li>4) Refuelling is only to be undertaken by RYA Powerboat Level 2 qualified and experienced person over 16 yrs.</li> <li>5) Clear the refuelling area of unnecessary personnel.</li> <li>6) Remove the fuel tank from the powerboat, to earth the fuel tank place it on the ground, use the funnel provided to transfer the fuel.</li> <li>7) Refit lids on both jerry can and powerboat fuel tank.</li> <li>8) Replace the jerry can in the fuel store.</li> </ol>
<b><u>Launching and recovery</u></b>	<ol style="list-style-type: none"> <li>1) When moving boats ensure lifting &amp; handling best practice is applied.</li> <li>2) All loose equipment and ropes to be properly stowed</li> <li>3) Launch safety boat using appropriate number of volunteers.</li> <li>4) Ensure volunteers are NOT between the boat and water whilst the boat is moving down the slipway.</li> <li>5) Inform SI before using a vehicle to assist launch/recovery.</li> <li>6) Trolley to be stowed neatly away from the launch area.</li> <li>7) Lower engine. Fit kill cord. Start engine, run to ensure normal operation.</li> <li>8) Return to pontoon, tie up and check kill cord operation.</li> <li>9) Recover boat onto trailer and secure to avoid slipping off or bouncing particularly when using motor vehicle.</li> <li>10) Clean boats and equipment as necessary</li> <li>11) Check safety boat for seaworthiness, report damage to SI, record damage as appropriate.</li> <li>12) Refuel tank and, if not attached to the boat, stow the refuelled tank in the fuel store</li> <li>13) Stow equipment in correct locations in stores</li> <li>14) Return boat to its correct space, replace cover and lock.</li> <li>15) Attend SI/Instructor debrief</li> </ol>
<b><u>Operation</u></b>	<ol style="list-style-type: none"> <li>1) <b>All manoeuvres/ techniques will be by the RYA Level 2 &amp; Level S Powerboat Manuals.</b></li> <li>2) Ensure fleet under supervision is ashore before removing Safety Boat from the water.</li> <li>3) Ensure students keep arms or legs inside the boat when in close proximity to other boats and pontoon.</li> </ol>

Principal Peter Upton

Reviewed January 2020