



## Normal Operating Procedures ARROW VALLEY LAKE

### Physical Hazards

- The site has had problems previously with Blue Green Algae but has had the all clear for several years; this is reviewed by the site operators on a regular basis.
- Direct observation of the whole of the main lake is hampered by a large island just opposite the entry point.
- Murky water preventing identification of depth/dangers under surface.
- The bed of the lake is shallow near the entry point but of uneven depth further out.
- Beware swimming too close to buoys which are secured by underwater cables.
- Boat Slip Ways have a sharp drop off so care needs to be taken on entry.
- Much of the site has some degree of bird droppings, due to large numbers of Canadian geese, there are health hazards/discomfort associated with this.
- A number of points around the lake have either crumbling or overhanging banks.

### ACTIVITY HAZARDS

- This is an active Fishing Lake and the hazards associated with this sport. E.g. hooks, line, shot, etc. Most fishing points are well away from the sailing club patrol zone.
- Patrol zone is on the sailing club site. There may be some dinghy activity during patrols care must be taken to avoid swimming in the active area.
- RLSS Open water Training Venue - Lack of experience, cold water and number of users.

### OFFICIALS OF THE CLUB

- Club Assistant -Open Water Co-ordinator
- Training Officer

Patrols only undertaken for occasional training purposes and specific courses e.g. Survive and Save, Open Water; OWL.

- Club Assistant -Open Water Co-ordinator will arrange sufficient cover for the activities undertaken.

For activities close to the shore this may be ground based lifeguards, 1 to each 4 swimmers, equipped with throw bags and torpedo buoys.

If the activity involves swimmers further from the shore then a paddle craft will be deployed. Senior lifeguard will have a mobile phone to call emergency services if required.

## **RELIEF/CHANGE OVER**

This should not be needed as training sessions are of short duration.

## **COMMUNICATION PROCEDURES**

## **LIFEGUARDS**

- RLSS hand and whistle signals adopted.  
*Beach Lifeguard Manual Section 6 pages 7 – 10 and appendix 2#* ▪  
Through 999/112 operator service – for emergencies.
- Other emergency contact numbers are kept next to the telephone in the bar

## **OTHER AGENCIES**

- RLSS, River House, High Street, Broom, Warwickshire. Tel: 01789 773994
- Commodore, Sailing Club, Andy Beardshaw [andy\\_beardshaw@hotmail.com](mailto:andy_beardshaw@hotmail.com)

## **CLUB EQUIPMENT**

Paddle Board, Kayak Throw Bags, Ropes, Torpedo Buoys, Buoyancy Aids.

- Equipment officer is responsible for replacement, maintenance and safety of all club equipment.
- Equipment must be checked prior to the start of each patrol
- Damage to any equipment should be reported at the first opportunity to the equipment officer.
- Faulty equipment must be removed from use immediately and repaired or replaced as soon as possible.
- All equipment to be washed and checked at the conclusion of each session

## **Qualifications.**

- Minimum of OWL (Open Water Lifeguard) .
- 16 years of age, unless under the direct supervision of a Qualified Lifeguard

**Reports.**

An Incident Report Form must be filled in and filed if any rescue, or first aid, has had to be undertaken.

**Training**

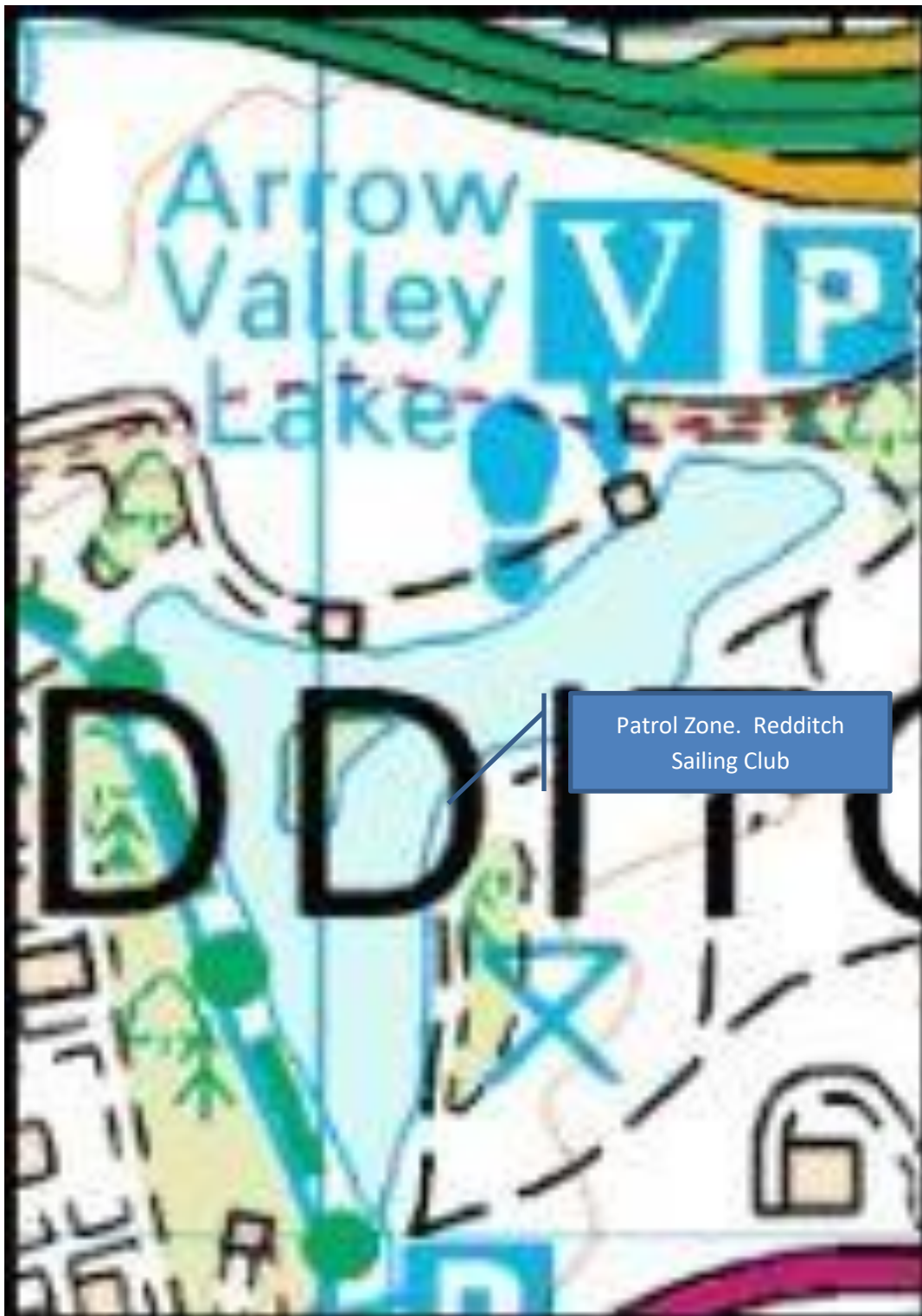
- Training officer is responsible for arranging courses and on-going training. ▪
- Open water training log to be maintained for each club/course member.

**Patrol**

- Patrol Captain/activity supervisor to carry mobile telephone in case of emergency.
- Telephone next to bar in clubhouse.  
Lifeguards and/or activity supervisors to wear suitable identifying clothing or uniform
- Wet suits to be worn for open water training.

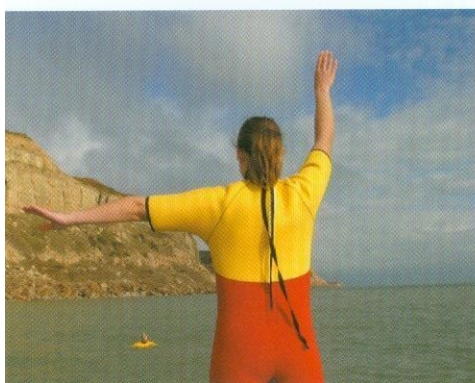
N.O.P to be reviewed at least annually or when there is any significant changes to either the venue or procedures.

## Appendix 1 Map of Site

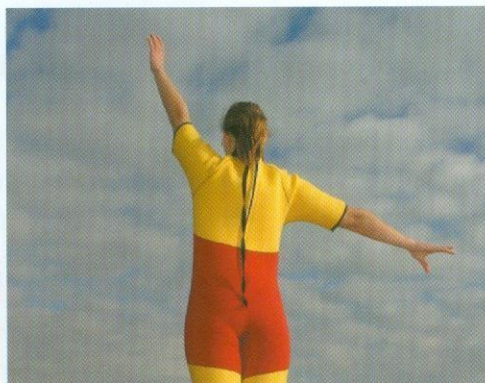


## Appendix 2 SIGNALS.

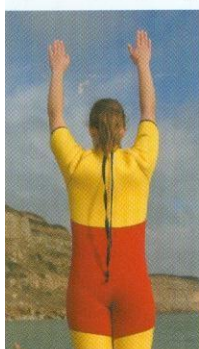
### Hand Signals



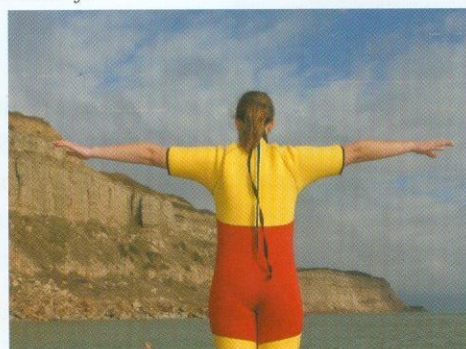
*Out and left*



*Out and right*



*Straight out*



*Hold station – stay there*



*Investigate – surface dive*

### Whistle signals

- **one short blast:** to gain the attention of a member of the public
- **two short blasts:** to gain another lifeguard's attention
- **three short blasts:** indicates that a lifeguard is taking emergency action