

Rivertime Boat Trust

Staff / Volunteer training plan

February 2020 - LH

As a minimum, all skippers have the following experience / certification;

- A minimum of 2 years helming a power boat on category B waters.
- Inland Waterways Inland Helmsman Certificate
- RYA First Aid Certificate
- Self-declaration of fitness

All skippers attend a full day annual refresher training with RYA accredited Bisham Abbey Sailing and Navigation School. The following topics are covered;

Vessel handling procedures;

- Mooring
- Turning
- Speed limits
- Sound signals
- Adverse weather conditions
- Red board conditions
- Operating after dark
- Lock operation

Passenger management;

- Crew briefing
- Passenger Safety briefing
- Passenger accounting and reporting
- Operation of the wheelchair lift

Emergency Procedures;

The trust has established procedures to cope with the following anticipated emergencies. Procedures are held in the on-board manual;

- Man overboard / crew overboard
- Passenger injured or feeling unwell
- Aggressive or unruly passenger
- Grounding
- Collision
- Sinking
- Fire
- Deploying the anchor in the event of engine / propeller failure
- Use of the emergency tiller in the event of steering failure
- Releasing passengers via the lift in the event of power failure

- Use of the emergency communications plan
- Use of the Search and rescue plan

Reporting;

In the event of an accident or incident occurring, a report form will be submitted to the boat manager / operations manager.

- Reporting of faults
- Reporting of accidents / filling in the accident book

Annual Induction and refresher training for crew is carried out 'in house' by the boat manager / Operations Manager and covers Emergency Procedures as well as crew specific roles such as ropework and hospitality. It also covers Passenger Management and Vessel Handling procedures (to an appropriately lesser degree than for skippers).