

Jack London Aquatic Center

# SAFETY PLAN

Dragonboating  
December 2013



CALIFORNIA DRAGON  
BOAT ASSOCIATION  
[WWW.CDBA.ORG](http://WWW.CDBA.ORG)

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## 1. GENERAL

### THE SCOPE OF THE JACK LONDON AQUATIC CENTER SAFETY PLAN.

#### Introduction: The Jack London Aquatic Center

The Jack London Aquatic Center (“JLAC”) is a recreational facility, located in Estuary Park, Oakland, California, which is owned and operated by the City of Oakland (City”).

#### The purpose and focus of the JLAC Safety Plan.

The purpose of this JLAC Safety Plan is to assure, as much as possible, the safety of persons who participate in program activities that are sponsored by Licensees of the City of Oakland at the Aquatic Center. This JLAC Program Safety Plan sets forth basic safety policies that will be implemented by the Licensees of the City of Oakland, in conducting their program activities that they respectively sponsor.

This JLAC Safety Plan does not specifically address miscellaneous unsupervised activities of members of the public.

### IMPLEMENTING THE JLAC SAFETY PLAN.

#### Safety is everyone’s responsibility.

Safety at the Aquatic Center and on the waters of the Estuary is the responsibility of everyone involved with program activities: the participants themselves, the coaches, parents of participants, the City of Oakland, and the Licensees. Each such person must become familiar with the provisions of the JLAC Safety Plan. Each such person must understand that it is his/her responsibility to act affirmatively and immediately whenever unsafe conditions or practices exist.

#### The role of each Licensee.

Under its respective license-agreement with the City of Oakland, each Licensee is obligated to comply with safety plan adopted by the City of Oakland. A Licensee’s failure to comply with this JLAC Safety Plan constitutes a breach of its license-agreement with the City of Oakland

#### The roles of “Safety Advisors”.

Each Licensee shall designate an individual to serve as that Licensee’s “Safety Advisor.” If the Licensee is governed by a board of directors, its Safety Advisor shall be a member of such board of directors. Each Licensee shall inform the City of Oakland Boating Supervisor of the name of and contact information for its Safety Advisor.

Each Safety Advisor shall be responsible for (i) communicating to his/her respective Licensee the provisions of the JLAC Safety Plan, (ii) overseeing his/her respective program’s implementation of the JLAC Safety Plan, (iii) serving as liaison between his/her respective program and the City of Oakland regarding the implementation of the JLAC Safety Plan.

The roles of coaches/steerspersons.

Each coach/steersperson, shall be responsible for (i) implementing the JLAC Safety Plan in the daily activities of his/her respective program, (ii) educating his/her athletes regarding the athletes' responsibilities for safety; (iii) communicating with the City of Oakland Boating Supervisor regarding the implementation of the JLAC Safety Plan, and (iv) communicating to the Boating Supervisor and other coaches/steerspersons any unsafe practice or condition that he/she observes.

Participation in boating advisory council and safety meetings.

Each program shall send a representative to attend the bimonthly Oakland Boating Advisory Council meetings. The coaches/instructors/steerspersons and the Safety Advisors of the several Licensees shall participate in meetings called by the City of Oakland Boating Supervisor to address the implementation of the JLAC Safety Plan.

Completion of JLAC Incident/Accident Log .

If any participant experiences physical distress or injury during an activity conducted by JLAC or a Licensee, or if any equipment is significantly damaged during such activity, then the head coach or Safety Advisor shall complete the City of Oakland Office of Parks and Recreation Incident/Accident Report. Said report shall be completed as soon after the incident or accident as possible, and in no event later than twenty-four (24) hours after the incident or accident.

Periodic review of implementation of JLAC Safety Plan.

From time to time, but in no case less frequently than once per annum, the Safety Advisor of each Licensee shall conduct a review of his/her respective Licensee's implementation of and compliance with the JLAC Safety Plan. The Safety Advisor shall deliver a written report of the review to the City of Oakland Boating Supervisor. Licensees must promptly correct each condition noted in a written report of such audit.

Emergency utility information.

Fire sprinkler supply cutoff is located at the driveway entrance on the west side. It is a red pipe with City lock (IC74).

Electrical cutoff circuit breakers are located:

- (a) In the janitor's closet located in the second-story loft
- (b) Electrical room located at the front of the building between the front entrance and the boat bays.

## 2. DRAGONBOATS

### MINIMUM QUALIFICATIONS.

#### Minimum qualifications of dragonboating participants.

Dragonboat programs do not require that participants be able to swim.

As a consequence, each participant must (i) be able to put on a PFD properly, without assistance, and (iii) wear such PFD whenever he/she is on or near the water.

#### Minimum qualifications for coaches and steerspersons.

Licensee programs shall maintain a record that each coach and steersperson holds the following certifications: (i) swimming certificate signed by certified Water Safety Instructor or self-certified; (ii) signed copy of Attachment A; (iii) annual evidence of having completed the CDBA or equivalent Safety Class; (iv) at a minimum either the coach or steerspersons in **each** boat will have a CPR and First Aid certificate on file; and for steerspersons only (v) Steering certification by CDBA or equivalent organization.

### MINIMUM SAFETY EQUIPMENT AND CONDITIONS FOR DRAGON BOATERS.

Each participant must (i) be able to put on a PFD properly, without assistance, and (ii) wear such PFD whenever he/she is on or near the water.

Prior to the participants going out onto the water, the coach shall confirm that each participant is appropriately clothed, taking into account the water conditions, weather conditions and the proposed planned program. Participants should be encouraged to wear appropriate head-gear (i.e., brimmed hats in the sun; watch caps in the cold) and sun screen.

Each vessel must be watertight. Each paddle and steering oar must be in good working condition.

### MINIMUM SAFETY EQUIPMENT AND CONDITIONS FOR COACH.

Coaches and steerspersons must be appropriately clothed and outfitted, and must wear PFDs at all times.

The coach shall carry the following:

- Water bottle.
- Sponge and bilge pump/bailer.

Sunscreen  
Whistle or horn  
Throw bag, tow rope  
Sling for rescues  
First aid kit  
Spare paddle

The coach must at all times possess on his/her body a VHF radio and a cell phone which has been pre-programmed to dial at least the following emergency telephone numbers:

Medical ambulance	510-895-7638
Oakland Police Department	510-777-3211
U.S. Coast Guard	415-556-2103
Alameda County Sheriff	510-351-1020
Alameda Police Department	510-522-2423
JLAC Boating Supervisor (Cell)	510-867-0628
JLAC Boating Supervisor (Line)	510-238-2196

If the dragonboat is on the water prior to sunrise or after sunset, it must be fitted with navigation lights and flares that meet California Boating Safety Standards.

#### NAVIGATION AND WATER SAFETY

Paddlers, coaches and steerspersons shall observe the rules of use of the Oakland Estuary included in Attachment A.

#### REGATTA SAFETY

As used in this JLAC Safety Plan, the word “Regatta” means one (1) or more paddling race(s), on the Oakland-Alameda Estuary, organized out of the JLAC, between two (2) or more crews from different paddling programs.

All Regattas shall be conducted by a referee licensed by the United States Dragon Boat Association or equivalent.

No Regatta shall be conducted at the Aquatic Center without prior written permission of the City of Oakland Boating Supervisor and a permit from the City of Oakland Central Reservations Office.

The Licensee-host of the Regatta must provide to the City of Oakland Boating Supervisor evidence that the Licensee-host has given notice of the Regatta to the United States Coast Guard, the Oakland Police Department, and the Alameda Sheriff’s Department – Marine Patrol Unit.

## OPERATIONAL ISSUES.

The coach and steersperson must be at JLAC at least thirty (15) minutes before a scheduled class or event, and shall: (i) assure that all paddles, PFDs, vessels and safety equipment are in working order; (ii) check current, changing and predicted water and weather conditions; and (iii) review the proposed schedule and itinerary for the practice or event.

Prior to departing from the dock, the coach shall review (and, if necessary, make inquiries regarding) the swimming, paddling and emergency skills of each participant. Schedules and itineraries shall be modified, as necessary, to take into account of the collective and respective individuals skills of the participants.

Prior to departing from the dock, the coach shall review with the participants the protocols that must be followed in the event the vessel capsizes.

While on the water, the coach and steersperson shall: (i) keep watch on changing water and weather conditions; (ii) keep watch on other craft on the Estuary waters; (iii) gauge the physical conditions and emotion statuses of the participants; (iv) maintain control over the group and the individuals; (v) role-model proper paddling and safety protocols; (v) be aware of available emergency bailouts along the Estuary shore.

### 3. Forms





PROPERTY DAMAGE:	
ACTION TAKEN, if any, to assist injured person(s) or other:	
What further actions have been or will be implemented to avoid repetition of this type of incident?	
Report Written by: _____ Signature: _____	
Received by City of Oakland Staff on: _____ By: _____	Position Title: _____ Date: _____
City of Oakland Comments:	Parent notified? _____ Date: _____
	Police notified? _____ Date: _____
	Officer's Name: _____

## ATTACHMENT A

### Safety Plan Regarding Local Estuary Conditions.

Paddling on the Oakland Estuary presents special conditions that individuals running dragonboating practices on the Estuary should be aware of. The following information is intended as a guide for coaches, steerspersons, and paddlers. New users of the Estuary should familiarize themselves with the geography and maritime conventions (uses, markings, etc.) of the Estuary (see the attached map).

### TRAFFIC PATTERN

- The traffic pattern for dragonboats on the Estuary is to row on the right-hand side of the waterway at all times when it is safe to do so (i.e., a counter-clockwise pattern, on the west/Alameda side when going south and on the east/Oakland side when going north). When turning around, cross over to the opposite side of the waterway. Do not paddle down the wrong side of the Estuary. When crossing the Estuary, go directly across, and then turn down the waterway. Do not row diagonally across the waterway or cut corners.
- If stopping, pull over as far as safe and practical to the side of the waterway.
  - This is especially true for the stretch from the southern end of Coast Guard Island past the JLAC boathouse northward to the flag and ferry dock at Jack London Square. This is the most heavily-trafficked part of the Estuary, and rowing crews commonly do full-pressure practice race pieces in this area.
  - If paddling behind Coast Guard Island, stay outside/east/towards Oakland of the large channel marker pilings. The water on the island side of them quickly becomes very shallow with hidden mud flats and submerged obstacles.
- If paddling beyond the southern end of the Estuary in San Leandro Bay or the airport channel beyond that, stay between the channel marker pilings. The water outside of the channel has very shallow but well-hidden mud flats, especially at low tide.
- When paddling under the Fruitvale Ave. Bridge (the middle of the three bridges over the Estuary), keep to the traffic pattern and go under the western/Alameda-side span when going south and the eastern/Oakland-side span when going north. Do not split the bridge and send boats through both spans in one direction. Spans on the Fruitvale Bridge are fairly narrow, and no more than two boats should attempt to go through at the same time. Do not turn boats (to reverse direction) close to bridges or in the narrows.
- **Please see the attached map for details of the traffic pattern.**

## **OTHER BOAT TRAFFIC**

- The Oakland Estuary is an active urban waterway. Coaches and Steerspersons should constantly keep an eye out for boats.
- **Boats other than rowing shells mostly do not follow the above traffic pattern. Do not assume that they will.**
- Even when properly lit, boats (including dragonboats) can be hard to see in the dark. If paddling before sunrise or after sunset, don't assume that other boats can see you.
- Sailboats under sail power have limited maneuverability in the confines of the Estuary, so they should be given plenty of room and right of way.
- Barges and tugboats should be given a wide berth.
- Be careful of the prop-wash from the tugboats. Do not paddle directly behind tugboats. The water behind tugboats is full of very strong swirling currents from the tug's propellers.
- Check for boat traffic (including other paddlers and rowers) before leaving the JLAC cove or any other off-shoot of the Estuary before pulling back onto the main waterway. Don't cut in front of a boat, even if it looks slow-moving. Most boats don't have a dragonboat's ability to quickly come to a stop.
- Wakes from various boats are common on the Estuary. Know how to judge wake size and whether you need to stop paddling and ride it out.
- If paddling west beyond the Jack London Square ferry dock, you are entering a much more active commercial shipping area. Look out for tugboats, ships, and ferries, and be prepared to deal with very large wakes, especially from the ferries.

## **WEATHER AND WATER CONDITIONS**

- Wind: the prevailing winds are down the Estuary from the north, although they can come from any direction.
  - The water in the main channel is often rougher than the water in the JLAC cove.
  - Tides – the Estuary has significant tidal changes.
  - Tidal currents can go in either direction, and may change directions partway down the Estuary – for an outgoing tide, the current will be from the north in

the southern Estuary (i.e. in the Narrows), but from the south in the northern Estuary, and vice versa for an incoming tide.

- Tidal currents are stronger in the Narrows (roughly from the south end of Coast Guard Island to San Leandro Bay), and are particularly strong under bridges, and particularly under the double-span Fruitvale Bridge (the middle of the three bridges).
- Even in normally paddlable wind conditions, a very large and steep chop can build up when the tide and wind are working in opposite directions.
- Fog – the Oakland Estuary can have heavy fog, especially early in the morning. If you can't see the other side of the Estuary from the boathouse, it's too foggy to paddle. When in doubt, play it safe.

I, \_\_\_\_\_, hereby agree that I have read and understand all of the above information as well as the attached traffic pattern map.

Signed \_\_\_\_\_ Date \_\_\_\_\_