

# RISK ASSESSMENT

What are the hazards?	Generic Control Measures implemented	✓ X	Person to implement	Additional Control measures needed to reduce risk to an acceptable level	Person to implement	Date to be actioned
<p><b>Competency</b></p> <p><b>Drowning</b></p> <p><b>Injury</b></p> <p><b>Temperature/exposure</b></p> <p><b>Access to Venues</b></p> <p><b>Water users</b></p> <p><b>Weils Disease/Toxocariasis</b></p>	<p>Instructors to hold appropriate NGB qualification. They must be aware and comply with the centre operating procedures.</p> <p>Parental Consent and Medical Form Instructor relevant Governing Body Award. Only CE approved equipment in good condition used Valid first Aid Certification held by the instructor 1st Aid Kit + emergency kit carried or accessible at all times</p> <p>Instructor must hold a valid first aid certificate. First aid kit and mobile phone must be carried. Group size and ratios suitable for conditions and abilities Potentially hazardous jewellery &amp; scarfs removed SUP's - Kneeling position used when approaching bank or shallow water.</p> <p>Suitable clothing and footwear for the prevailing weather conditions</p> <p>Ensure gates to venues are locked after use.</p> <p>Briefing on other users and strategies to deal with them, paying particular attention to (where applicable) canal boats and people fishing and sailing boats. Other canoe and kayak and raft building groups.</p> <p>Briefing. Centre manager/technical advisor to make decision about use of venue due to Blue green algae and/or Weils disease</p>	<p>✓</p>	<p>Person to implement</p>	<p>Regular training and monitoring All near misses and or accidents are recorded and reported. Safety Culture of openness and sharing is fostered.</p> <ul style="list-style-type: none"> <li>➤ Buoyancy Aids worn by all participants – Fitting and sizing checked by instructor at start of session and monitored during session.</li> <li>➤ Helmets Worn by all students, visiting staff and instructors</li> <li>➤ Spray decks only worn after suitable practice and preparation and the judgement of the instructor</li> <li>➤ Knowledge and reference to locations and hazards which may cause entrapment, of water levels/volume, of current strength</li> <li>➤ Awareness of issues when rafting i.e. swamping, retrieval of student in water, loss of paddles.</li> </ul> <p>Ensure groups are well briefed and supervised on shallow water and shore banks.</p> <p>Spare clothing, sun cream carried. Group shelter carried Weather forecast to be assessed. And appropriate changes made if required</p> <p>Attention to washing hands, keeping away from mouths &amp; eyes. Not drinking any water and encourage all swimmers to shower upon returning to the centre. Ensure any cuts are covered with waterproof plasters and/or waterproof gloves used. Check canal banks for dog fouling and brief on potential left fishing gear, protruding bits of metal and nettles (canal) and brief groups- <b>no swimming in the canal</b>. If instructor thinks the blue green algae is in high concentration to avoid swimming and consider alternative venue.</p>	<p>Person to implement</p>	<p>Date to be actioned</p>

<b>Lifting &amp; Carrying Canoes and kayaks and Stand-Up Paddleboards.</b>	<p>Briefing/knowledge of correct lifting procedures Briefing/knowledge of trailer unloading &amp; loading.</p>			<p>Training of staff on manual handling issues. Supervision of students lifting/carrying</p>		
<b>Entrapments</b>	<p>Briefing/knowledge of hazards and potentials. Use only recognised rafting techniques for canoes i.e. use purpose made spars. Releasable tow's Leashes attached with a quick release where suitable.</p>			<p>Knife to be carried (concealed in pocket of buoyancy aid)</p>		
<b>Equipment Failure</b>	<p>All equipment checked prior to use. Regular checks, maintenance &amp; renewal schedule All equipment to correspond to required standards Personal protective equipment checked for correct fitting &amp; monitored throughout activity by the instructor</p>					
<b>Illness</b>	<p>Information about existing medical conditions known by staff. Parental consent &amp; medical forms</p>			<p>Check medication that may need to be accessed immediately is carried on the activity e.g. inhaler/Epi-pen</p>		