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| **Venue:** | | | | **Risk assessor:** | | | **Date:** | |
| **Activity:** | | | | | | | | |
| **Generic hazards and control measures applicable to all activities** | | | | | | | | |
| Hazard  List significant hazards which may result in serious harm or affect several people | Who may be affected | Risk Rating  Low  Medium  High | Severity  Rating  Low  Medium  High | | Control Measures | Any further action | | Responsibility  of |
| **Manual handling** of kayaks, canoes paddle boards paddles and all equipment, getting on and off racking, going in containers | All paddlers, Students, Coaches, Helpers, Parents | L/M | L/M | | Appropriate briefing about carrying canoes/kayaks/paddles and correct lifting must be provided to all paddlers and helpers.  When removing a kayak from the racking care should be taken as other boats may move or fall.  When returning boats/paddles to the racking, care should be taken to ensure that kayaks are securely returned. | All made aware | | All |
| **Equipment on roof racks/ vans.**  Boats and paddles on and off roof racks, stacking into vans. | All  Paddlesrs, helpers, general public, | L/M | L/M | | Make sure roof rack/bars are secure on vehicle. Place on roof bars carefully, Make sure all ties are securely fastened.  Make sure area clear when taking off the vehicle.  When placing in a van make sure they are tied so cannot move. | All made aware | | ALL |
| **Walking to the sea with boats.**  Cars, bikes, pedestrians, animals, on the road, pathways  Walking boats not sliding them to the sea. | All | L/M | L/M | | Make sure all members are aware that they must look around themselves when carrying boats down to the beach.  Being aware of people sitting on the beach and taking care of equipment. | All made aware | | All |
| **Dangerous/unsuitable/poorly fitting equipment** leading to injury or entrapment | All paddlers, Students Coaches | L/M/H | L/M/H | | Coach/leader/experienced paddlers to examine equipment prior to use to identify loose fittings, sharp edges, entrapment potential, poorly fitted buoyancy. If required, simple repairs must be effected if possible. If not, equipment must not be used and must be reported to a committee member or coach. Personal equipment should also be subject to the same checks when used for club activities.  All novices to wear nylon spray decks or none at all | Replace / repair equipment as necessary | | All |
| **Inadequate supervision** leading to accident or injury | ALL | LMH | LMH | | HDCC will operate at a coach/competent paddler:student ratio of no less than 1:6. The coach/competent paddler must be supported by at least one other experienced paddler.  Coach performs a dynamic risk assessment to identify any requirement for additional support on the water.  Numbers of paddlers on the water must be limited to ensure adequate supervision by the available coaches. | Dynamic risk assessment should be undertaken by the coach /competent paddler in charge to identify supervision requirements. | | Coach/  Competent paddler. Students |
| **Swimmers and other water users** potential injury to swimmers and other users | Swimmers  etc | LMH | LMH | | General swimming is not allowed whilst canoeing is taking place. Swimming 50 meter is allowed to show a paddler can swim at the start of a session Coaching from the water is allowed for rolling practice or other activities that require guiding of the paddle or boat. Swimming as part of a self-rescue, or when practicing rescue techniques is allowed provided it is supervised. | none | | All |
| **Minor injuries.** (slips, trips, blisters, cuts, muscle/joint injury, collisions between boats) | All paddlers, Students Coaches  Parents | L/M | L/M | | All new paddlers should be given a location-specific safety brief and should be advised to complete an appropriate warm up activity.  Coaches/leaders must be first aid trained.  Participants should provide details of existing medical conditions that may affect their ability to participate in paddlesport to the coach/leader.  Paddling dangerously, without due regard for others, will not be tolerated. Offenders will be asked to stop and may be instructed to leave the water. | none | | All |
| **Capsize and entrapment** | All paddlers, Student, Coaches | LMH | LMH | | All new paddlers must be briefed on capsize drill for canoes/kayaks and demonstrate an effective drill as part of coached courses.  All other paddlers should demonstrate an effective capsize drill as part of an induction session at the club  Coach /experienced paddlers are capable of swimmer-boat rescues. |  | | All |
| **Drowning** | All paddlers, Students Coaches | H | H | | See “**Capsize and entrapment**” above.  Coaches must be first aid trained and able to administer CPR.  Coaches/competent paddles should have a radio or phone on their person.  **All coaches/leaders/experienced paddlers must be aware of the Emergency Procedure** | Coach/leader should always have a small first aid kit and phone/radio | | All |
| **Weather** | All | H | H | | Checking always, wind change direction and strength and mists coming in. | Dynamic | | all |
| **Hypothermia/Hyperthermia** | All | H | H | | Appropriate clothing must be worn  Drinks Hot/cold  Change of clothes if needed | Coach /leader to make sure they carry correct equipment | | All |
| **Paddling Games** | All paddlers, Students, Coaches | LM | LM | | Coach provides a safety brief on the activity and monitors safety during the activity.  Any games/activities that introduce hazards additional to those covered above must be risk assessed prior to the activity taking place. It is the responsibility of the coach in charge to provide a dynamic risk assessment. | Dynamic risk assessment should be undertaken by the coach /competent paddler in charge to identify supervision requirements. | | All |
| **Paddling/management of group**  All should stay together, unless told by leader to do otherwise.  Should stay close to shore | All paddlers, Students, Coaches | LMH | LMH | | All coaches/competent paddlers should all be aware of who in group any medical needs,any special needs. | Dynamic risk assessment for own groups | | All |
| **Illness/medical/ special needs** | All | LM | LM | | All paddlers should inform the club/committee/coach as to any needs on arrival if not on membership application | Coach/ competent paddler should make sure they know | | All |
| **Environmental pollution. Biological hazards** | all | LMH | LMH | | Check water quality before embarking on trip. |  | |  |
| **Covid** | All | LMH | LMH | | All paddlers, helpers etc. should follow the government rules on how to stay safe. |  | | All |

Everybody should be made aware of the risk assessment.