

Risk Assessment for club group paddling– Covid-19

Roker Canoe Club	Name of Risk Assessor: Andrew Herbert	Date of Risk Assessment: 23/03/2021 Review Date 23/03/2022
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What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by who?	Action by when?	Complete
Management of the reinstatement of facilities	Staff, club members, volunteers, paddlers and visitors to your club. Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions. Anyone else who physically comes in contact with other people in relation to your business	1. Normal operating procedures and emergency procedures are in place 2. Facilities management team established.	1. Establish a COVID 19 specific response group. 2. Appoint a specific COVID-19 coordinator to be responsible for the overseeing the organisation's response to the COVID 19 crisis. 3. Review and update the facility operating policies. 4. Produce a paddling plan. A.Herbert (Club Covid Officer) P.Swaine (Club Return to sport officer)	Club Committee Covid19 coordinator	March 2021 March 2021	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
Spread of Covid-19 Coronavirus		<u>Hand Cleaning</u> Gel sanitisers are to be provided by each member.	<u>Hand Cleaning</u> Members are reminded on a regular basis to wash their hands with gel sanitiser. Especially before and after entering the water. Members are also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching your face, eyes, nose or mouth with unclean hands. Tissues are to be provided by members.	Members	March 2021	<input checked="" type="checkbox"/>

		<p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p>	<p><u>Cleaning Shared Equipment</u></p> <p>Boats and paddles are to be cleaned down with fresh water after removal from the container and after use.</p> <p>Gloves must be used when moving boats to and from the container.</p> <p>Wet suits, Buoyancy aids, Cags and helmets are to be loaned to members on a temporary basis. The members are responsible for cleaning the equipment and maintaining it.</p> <p>Boats and paddles are to be stored in the container after use and not used again for a minimum of 72 Hr's.</p> <p>Personal boats and equipment must be cleaned before and after use on the water. Especially when changing location.</p>	Members	March 2021	<input checked="" type="checkbox"/>
		<p><u>Information</u></p> <p>An efficient system of notifying members of the systems and protocols in place and what is expected of them, must be in place prior to reopening the club facilities.</p>	<p><u>Information</u></p> <p>Information on what to do during a session is to be published on the clubs Facebook site. All procedures and risk assessment are to be stored on the club web site.</p>	Club safety officer	March 2021	<input checked="" type="checkbox"/>
		<p><u>Social Distancing</u></p> <p>Reduce the amount of people accessing the boat house/premises for boats and equipment, comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency.</p>	<p><u>Social Distancing</u></p> <p>All river trips are to be controlled through a booking system on the clubs Facebook site.</p> <p>Junior members who are not able to carry their equipment are to be supported by parents / Guardians. These family groups are responsible for moving the equipment and supporting launching and landing of boats.</p>	Members	March 2021	<input checked="" type="checkbox"/>

			<p>All members must maintain a 2 meter distance at <u>all</u> times. The coach / river leader is to regularly remind members of the importance of physical distancing</p> <p>The Coach/ river leader will coordinate the launch / landing of the boats onto / off the River.</p> <p>Only 1 group of 6 are to launch / land the boats at any time. This includes and parents/guardians required by junior members. Once launched the paddler must move away from the launch area and find a space close to the beach where they can maintain social distancing without blocking the launch area for other members.</p> <p>An attendance register with names and contact details of all members in attendance must be filled in on every river trip. This must include volunteers and any parent or guardian any junior members.</p> <p>This register must include arrival time, date, Full name, Phone number and if the person has had any covid-19 symptoms or, if they have been in contact with any confirmed/suspected covid-19 case in the past 14 days.</p> <p>During sign in the coach/ river leader should ask all participants if they have any covid-19 symptoms or, if they have been in contact with any confirmed/suspected covid-19 case in the past 14 days.</p> <p>All payments are to be contactless</p> <p>Any person displaying Covid-19 symptoms or if they have been in contact with any confirmed/suspected covid-19 case in the past 14 days. Will be tactfully asked to return home and follow the relevant government guidelines. Any hire charge for equipment will be refunded.</p>	Club Coach/ river leader		
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		<p><u>Rescue</u></p> <p>Reduce the potential for members breaching the 2 meter rule whilst preventing danger from capsizing.</p>	<p>Groups should be split into bubbles of no more than 6 people including the coach /river leader. Groups will be split based on ability. Some higher level paddlers will be asked to lead a bubble under the guidance of the coach/ river leader.</p> <p><u>Rescue</u></p> <p><u>No members</u> are to practise wet exit or rolling on the river.</p> <p>If a member capsizes their boat, they are responsible for their own rescue unless a family member is on the water, available and capable to support.</p> <p>Junior members must have a parent / guardian on the side of the lake so they can support them and their equipment when they reach the edge of the water.</p> <p>Should the capsized member be unable to swim to the side, as a last resort assistance in the form of swim lines can be used from other member's boats under the guidance of the Coach/ river leader. Swim lines must then be cleaned and not used again for 72 hrs.</p> <p>All members <u>must</u> follow the instructions of the Coach/ river leader at all times.</p> <p>First aid equipment will be available however the club member is responsible for their own treatment. Some guidance will be given on what to do.</p> <p>Breach of any rules will result in the member not being allowed to attend further sessions. Severe breaches may result in suspension of membership.</p>	Club Coach/ river leader	March 2021	<input checked="" type="checkbox"/>
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PADDLING IN PHASE 3

HERE'S HOW

From Sept 14th

GUIDANCE UPDATES:

- Paddling can take place in groups of up to 6 people from a maximum of 2 households. (Under 12s from the two households do not count towards total)
- U12s do not need to physically distance.
- 12s and over must maintain 2m distance at all time unless organised activity
- Download the Protect Scotland App
- All British Canoeing courses and some events/competitions can take place - subject to COVID mitigating measures
- Read the full guidance before organising activity
- Organised Activity can take place in groups of up to 30 people providing:
 - ✓ Activities are structured and managed
 - ✓ COVID Officer appointed who has completed the free sportscotland elearning
 - ✓ Written risk assessment with mitigating actions
 - ✓ Conduct Screening and Test and Protect measures
 - ✓ Advanced bookings and registration
 - ✓ Activities in line with SCA guidance
- During Organised Activity a 'field of play' bubble suspends the need to physically distance during activity

Avoid a fine - stick to the rules!

WASH YOUR
HANDS



RESPECT PHYSICAL
DISTANCING



STOP THE
SPREAD!



The SCA supports Government guidance to prevent the spread of COVID-19 & minimise the pressure on frontline services

Further advice for clubs, coaches & paddlesport providers/organisations at:

CANOESCOTLAND.ORG