

ROKER CANOE CLUB RISK ASSESSMENT

To be completed in conjunction with Guidance Notes

Date: (1) 23/05/2014	Assessed By: (2) CP	Checked By: (3) MJ	Location: (4) Lyons Lake	Assessment Ref no: (5)	Review Date: (6) 23/05/2019
Task / Premises: (7) Roker Canoe Club sessions on Hetton Lyons Lake					

Activity (8)	Hazard (9)	Who might be harmed and how (10)	Existing measures to control risk (11)	Risk Rating (12)	Result (13)
Canoe/Kayak	General	All	Sessions to always be lead by a qualified coach.	L	A
Canoe/Kayak	Water: Drowning	All	Ensure participants are water-confident. Wear correctly fitting BA's to be worn at all times. Teach a capsize drill. Good Group control including instructor: pupil ratio. Spray decks not to be used until appropriate training has been undertaken. Throw lines or towlines to be carried by coaches. First aider available.	L	A
Canoe/Kayak	Water: Sharp or hard objects in water	All	Appropriate footwear to be worn. Helmets to be worn. First aider available. First aid kit available.	M	A
Canoe/Kayak	Water: Hypothermia	All	Dress appropriately for the conditions. Be aware of changing conditions / weather forecast. Avoid long sessions in cold conditions. Minimise risk of immersion during cold weather. Educate in hypothermia awareness. Instructor to carry spare clothes, hot drink, group shelter, survival bag, food etc. subject to conditions. First aider available.	M	A
Canoe/Kayak	Water: Waterborne diseases	All	Observe water conditions. Minimise risk of immersion. Awareness of leptospirosis. Avoid ingesting water. Wash hands before eating or smoking.	L	A
Canoe/Kayak	Equipment: Manual handling injuries	All	Correct techniques to be used. Assistance to be available if required.	M	A
Canoe/Kayak	Equipment: Moving objects (paddles, boats etc.)	All	Helmets to be worn. Buoyancy aid to be worn	M	A

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Activity (8)	Hazard (9)	Who might be harmed and how (10)	Existing measures to control risk (11)	Risk Rating (12)	Result (13)
Canoe/Kayak	Equipment: Condition	All	Inspect equipment. Discard damaged equipment. Use and carry appropriate kit.	M	A
Canoe/Kayak	Equipment: Entrapment	All	Teach capsiz drill. Teach use of throw lines and towlines	L	A
Canoe/Kayak	Weather: Sunburn	All	Ensure students wear a cap, shirt, and sunscreen. Avoid long periods in direct sun.	M	A
Canoe/Kayak	Slippery Surfaces: General	All	Make people aware of slippery surfaces. Wear appropriate footwear. Take care. Introduce spotting if necessary.	M	A
Canoe/Kayak	Slippery Surfaces: Falling into water	All	Always wear a BA and helmet when near water	L	A
Canoe/Kayak	Choking: Items in mouth	All	Nothing to be in mouth during activity e.g. sweets, gum etc.	L	A
Canoe/Kayak	Entanglement: Snagging	All;	Remove any hanging jewelry before entering water.	L	A
Canoe/Kayak	Weeds: Entanglement	All	Avoid areas of high weed density. Maintain good group control.	L	A
Canoe/Kayak	Trees: Entanglement	All	Clear briefing. Avoid areas of trees on shore. Maintain good group control. Unnecessary loops to be removed from equipment.	L	A
Canoe/Kayak	Long Session: Exhaustion	All	Adjust length/activity to suit participants. Carry extra food and drink.	L	A
Canoe/Kayak	Long Session: Hyperthermia	All	Dress appropriately for conditions. Be prepared with extra fluids. Avoid prolonged periods in direct sunlight.	L	A

Action Plan (14)				
Ref No	Further action required	Action by whom	Action by when	Done

Name:.....

Date:.....