

Risk Assessments for Activities at Clitheroe Canoe Club

Work task: Canoeing / Kayaking on moving and Flat water		Location: All Venues:		Group / section:	
Assessment conducted by: Paul Stevens		Assessment Date: July 2020		Proposed review date: July 2021	
Person (s) at risk: Coaches, Club members, All Ages					
<i>The measured application of the control measures and following the good practice documented in this risk assessment are intended to reduce the potential hazards and risks to acceptable levels.</i>					
Hazard / Aspects to consider			Control Measures to put in place / good practice to implement		
Qualifications and Suitable Experience			<ul style="list-style-type: none"> All activities must be led by a qualified coach to at least Level 1, who are FSRT or WWSR trained and up to date, and hold a current First aid cert. DBS Checked for contact with young persons. Minimum number required for any water based club activity is THREE persons. At all club water based activity, first aid kit and throwlines must be available, and a qualified first aider must be present 		
Drowning (All venues)			<ul style="list-style-type: none"> Correctly fitted buoyancy aids to be worn at all times when beside or on the water. Appropriately qualified and experienced Coaches to supervise all sessions. Coaches to work to recognised good practice and Canoe England SOP's. BA's to be checked annually for suitability of use 		
Water quality(All venues)			<ul style="list-style-type: none"> Avoid blue / green algae. Cuts / grazes covered up. Brief groups on water borne diseases. Brief group on hygiene ensuring that participants hand wash / shower after session. If in any doubt take group off water. 		
River Hazards: Overhanging trees branches, rocks and other obstructions (All Venues)			<ul style="list-style-type: none"> Brief group to avoid hazard and coach how to avoid hazard i.e. Reverse ferry glides. Brief group on what to do if they do end up in hazard i.e. How to brace on rock to avoid pinning. 		
Head Injuries (All venues)			<ul style="list-style-type: none"> Correctly fitted helmets to be worn. Helmets to be checked regularly for suitability 		
Bumps, Scrapes, trips and slips (All venues)			<ul style="list-style-type: none"> Participants to keep hands tucked in if collision is imminent. Participants to be made aware of potential trip / slip hazards i.e. Banking's etc. Participants appropriately supervised. 		
Trapped fingers (All venues)			<ul style="list-style-type: none"> Participants to be made aware of trapping fingers in between boats and the boat and the side. 		

	<ul style="list-style-type: none"> • Care taken when loading and unloading boats from Trailers or vehicles.
Dog excrement (All venues)	<ul style="list-style-type: none"> • Participants to avoid dog excrement at all venues. • Avoid contact with ears, nose, eyes and mouth.
Moving vehicles on Roads / car park (All Venues)	<ul style="list-style-type: none"> • Participants to be briefed on traffic hazards at commencement of activity. • Close supervision young or vulnerable persons.
Multiple Capsize (All Venues)	<ul style="list-style-type: none"> • Prior coaching / experience of activity required before going on moving water. • Group briefed on what to do i.e. self rescue, other participants to find a safe place on the river and stay there until instructed.
Manual Handling (All venues)	<ul style="list-style-type: none"> • All staff and groups to follow Canoe England and Club policy on manual handling i.e. Spine in line, lifting with thigh's not backs and lifting in numbers to reduce weight.
Entrapment (All venues)	<ul style="list-style-type: none"> • Appropriate equipment used and checked for entrapment hazards before each use. • Any kit carried in the boats should be positioned and secured appropriately so as to avoid creating an entrapment hazard. • Instructors should ensure that the boats used are suitable for river use, and in particular contain appropriate internal buoyancy. • All fittings - seats, footrests etc checked before use to ensure no entrapment hazard. • Painters on canoes stored appropriately. • Students briefed on capsize drill and defensive swimming i.e. Feet up. • Deliberate capsizing and swimming closely supervised.
Getting stuck in Mud / leg injuries (All Venues)	<ul style="list-style-type: none"> • Assessment of appropriate water levels is required before any activities.
River in Spate	<ul style="list-style-type: none"> • Weather forecast obtained prior to trip. • Assess water levels at venue and to monitor levels during trip. • If levels are too high use alternative venue. I.e. Canal, Lake • Instructor familiar with venues, their safe levels and their escape routes.
Canal Locks	<ul style="list-style-type: none"> • All participants to portage Canal locks.
Personal injury due to Jewellery (All venues)	<ul style="list-style-type: none"> • Remove all jewellery prior to session.
Health / Medical issue's	<ul style="list-style-type: none"> • Identify medical issues and ensure participants have their medication on hand if required.
Hypothermia, Heat stroke and Sunburn	<ul style="list-style-type: none"> • Instructors aware of the causes and preventative measures taken. • Instructors to ensure that all participants are adequately clothed for the activity. • Students encouraged to use sunscreen if appropriate. • Instructors to ensure that appropriate emergency equipment e.g. survival bag / group shelter / spare warm clothing is available. • Instructors to be vigilant with the signs / symptoms and best course of action adhered to.

Work task: Club paddling - Covid 19 adaptations		Location: All Chatburn water	Group / section:
Assessment conducted by: Paul Stevens	Assessment Date: July 2020	Proposed review date: November 2020	
Person (s) at risk: Coaches, Club members, All Ages			
<i>The measured application of the control measures and following the good practice documented in this risk assessment are intended to reduce the potential hazards and risks to acceptable levels.</i>			
<i>Specific alterations to club policy to take account of the risks associated with Covid 19. Please note national guidelines on paddlesports will also be considered and local restrictions may lead to short notice changes to the risk assessment.</i>			
<u>Relevant aspects from Canoeing / Kayaking on moving and Flat water risk assessment will also apply</u>			
Hazard / Aspects to consider	Control Measures to put in place / good practice to implement		
Participation numbers. Hazard - national and local restriction apply to group gatherings and the increased risk of C-19 transmission.	<ul style="list-style-type: none"> • Paddling is restricted to 15 on the water. Typically 12 paddlers and three coaches. • All participants will need to have contact details provided to the club and be aware that this information may be used for track and trace if a C19 case is confirmed • All participants should not be showing or suffering from symptoms of C19 • All participants should be compliant with the local restrictions for their area 		
Car parking and visitor reception. Hazard - contact between groups leaving and entering cars. Contacts with club personnel and cash transfers increasing C19 risks	<ul style="list-style-type: none"> • Minimising numbers will reduce cars on site to an acceptable level. • Booking in advance is required with payments made on line as opposed to cash • Paddlers should bring hand wipes or gel to clean hands before participating • Discussions and questions all to take place outside the main building with social distance rules applied • Changing facilities will not be used • Main building will not be used • Toilets will be available for use - cleaning wipes will be available to clean any surface after use. 		
Safety equipment and boat preparations. Hazard - cross contamination from use of equipment or close contact between coaches and paddlers when getting ready.	<ul style="list-style-type: none"> • Instruction on getting ready to be given by coaches from a socially acceptable distance. • Limited numbers of coaches entering canoe or kayak store to bring out safety equipment • BA's, helmets, Cags, boats and paddles to be sized and fitted by paddlers or parents. Coaches to advise on correct fitting but maintain distance. • If after trying on equipment it doesn't fit - it should be quarantined rather than put straight back into circulation 		

<p>Paddling activities Hazard - close contact when on the water with a risk of C19 transferral</p>	<ul style="list-style-type: none"> ● Paddling activities will be restricted to those that minimise contact. ● Kayaks will be used as default, unless the group are a family unit in which case multiple occupancy boats like canoes can be used. ● Boat to boat rescue should be minimised. Supported rescue to the banks and self emptying of boats encouraged. <ul style="list-style-type: none"> ○ NOTE - life threatening or wellbeing situations may require immediate action, in which case boat to boat rescues may happen. ● Use of the pontoon should be restricted. ● Ball games should be excluded
<p>Ending paddling activities Hazard - risk of cross contamination from equipment to individuals at the next session.</p>	<ul style="list-style-type: none"> ● When two sessions take place a new set of coaches should run the second session ● Sessions should have a 30 min overlap period to allow for one group to leave and the next prepare ● Equipment - Cags, BA's, and helmets from the first session should be left to dry on the line and not used by the second session group. ● Boats and paddles can be used in the second session so long as they are washed down before use. ● A dip container with soap should be available for use. ● Boats set aside for a specific individuals should be clearly marked. ● Equipment will generally be left for 1-2 days in storage before re-use.
<p>Changing and leaving Hazard - discomfort due to lack of facilities and risks from waterborne parasites.</p>	<ul style="list-style-type: none"> ● A participants to be made aware of the lack of changing facilities before attending ● Parents and paddlers are responsible for ensuring that all attending feel comfortable with getting changed in a sensible manner, that doesn't cause offence to others. ● All paddlers are encouraged to shower when getting home to minimise any risk from water borne parasites.
<p>Public watching event. Hazard - slips, trips, falls near water and embankment and C19 transmission</p>	<ul style="list-style-type: none"> ● Area on three sides of the water set aside for public viewing ● Public informed of slip risks and marshals wandering the sides to provide advice and support. ● Direct support to anyone accidentally going in the water given by coaches on and off the water. ● Land based coaches have throwlines and life rings available. ● All non-paddling persons on site should adhere to common social distance policies when outside.