

GENERAL HEALTH & SAFETY RISK ASSESSMENT FOR:

Canoeing, Kayaking

PART 1 : ADMINISTRATIVE DETAILS

Section/Establishment Name: Lea Green Centre

Date of Assessment	7/10/ 2013	Date of Issue	1 January2014
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Assessment
carried out by

DS

Signature

Reviews

Review Date	Reviewed by	Date	Changes Made	
			Y	N
Nov/Dec 2021	IW,GN,DH,PV	10/11/21	Y	
November 2022	IW/PV/DH/GN	3/11/22	Y	
November 2023	IW/PV/DH/GN	14/11/23	Y	
12/16/24	DH/IW/PV	16/12/24	Y	
November 2019	JC	26/11/19	Y	
Nov 20	DH	25/11/20		N

Affected persons:

Young People/Clients

☒

Staff

☒

Visitors

☒

Contractor

☐

Others (specify)

Name of Manager confirming and agreeing Assessment:

IP

Signature:

The following sections should be completed by all staff who need to be made aware of and abide by the findings of the Risk Assessment. NB: If, as a result of a review, changes are made to the Risk Assessment the relevant box on the attached page should be completed as appropriate by the staff concerned.

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>Drowning</p> <p>Extremes of temperature. Cold water. Current and volume of water</p> <p>Other water users/</p>	<ul style="list-style-type: none"> • Parental Consent and Medical Form to indicate swimming ability. • Instructor to hold relevant Governing Body Award or site specific equivalent • Only CE approved equipment used • Current first Aid Certification held by the instructor • 1st Aid Kit + emergency kit carried or accessible at all times • Weather forecast obtained, previous conditions taken into account. • Activity adapted or abandoned where appropriate. • Ongoing risk assessment at start and during activity – weather and water conditions continually monitored • Equipment/clothing lists sent to groups. • Individual's kit checked before departure to ensure adequate protective clothing and equipment. • Suitable emergency equipment carried • Group briefing and supervision. 		Instructor leading the session	<p>Buoyancy Aids worn by all participants including instructors. Helmets worn where appropriate</p> <p>Knowledge and reference to-locations and hazards which may cause entrapment, water levels/volume, current strength.</p> <p>Check adequate buoyancy in the craft to be used, may depend on location and type of session. Buoyancy Aids to be worn whilst on the jetty at MCC</p> <p>Alternative venues used if deemed necessary</p> <p>Canoes may be 'rafted up' or wooden braces used to reduce the risk of capsize.</p> <p>A knife capable of cutting through webbing or rope must be quickly accessible by instructor.</p> <p>Awareness of days when the barge is in operation at Cromford Wharf (usually Wednesdays for training and weekends during the summer).</p>		

Safeguarding	<ul style="list-style-type: none">• Ensure group are aware of potential presence of fishermen and appropriate conduct		<p>Awareness of other users on and off the water at MCC and appropriate management of toilet/changing facilities</p>		
Water related infections/Weil's disease	<ul style="list-style-type: none">• Group and teachers to be made aware of the signs and symptoms of Weils disease and action to be taken in the event of symptoms occurring.		<p>Attention to washing hands, keeping canal/river water away from mouths & eyes. Not drinking any water. Showering after activity encouraged.</p> <p>Information provided on consent form.</p>		
Injury sustained lifting or carrying canoes.	<ul style="list-style-type: none">• Briefing/knowledge of correct lifting procedures		<p>Supervision of students lifting/carrying canoes.</p>		
Faulty or damaged equipment.	<ul style="list-style-type: none">• Visual inspection by instructor, of all equipment before activity.• All equipment to receive regular inspection.• Defective kit must be immediately withdrawn from use.				
Hand entrapment	<ul style="list-style-type: none">• When lowering the drawbridge at MCC <u>ENSURE the cable is tensioned prior to lowering, Lower with care.</u>		<p>MCC briefing regarding Out of Bounds areas near river bank.</p>		
Slips and falls on banks, rocks etc.	<ul style="list-style-type: none">• Group to wear appropriate footwear.• Instructor to point out specific trip hazards, including the metal ramp and void behind the jetty.• Group briefing- to include presence of glass at MCC and rabbit holes.				
Inappropriate behaviour.	<ul style="list-style-type: none">• Group briefing and management• Use of 'Sin Bin' facility or suspension of activity				

<p>Entrapment under capsized craft.</p> <p>Additional potential hazards associated with a person's disability</p>	<ul style="list-style-type: none">• Group to be briefed on action in the event of a capsize.• Instructor to be on hand throughout session.• Additional measures may need to be taken to enable visitors with a disability to access the area on site and engage with the activity.			<p>A discussion with the participant along with visiting staff/carers should be had to decide on the most appropriate way to access the site. Or whether a more accessible location is used.</p> <p>Additional staff may be required.</p> <p>Additional time may need to be factored into the session.</p> <p>Less mobile visitors may be more sensitive to environmental conditions and need closer supervision</p> <p>For visitors with disabilities a discussion with the participant along with visiting staff/carer should be had to ensure the most appropriate PPE is worn.</p> <p>Rescue situations may need to be adapted, discussed and shared so if a disabled participant ended up in the water everyone knows their role.</p>		
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