

HEREFORD KAYAK CLUB



GENERIC RISK ASSESSMENT

Date: 04/02/2024

Assessors Name: David Goldsmith **Review Date:** 05/08/2024

Description of assessment: Club Generic Paddling Session from the Boathouse

Location details: River Wye between Lower Red Rock down to Hereford Sewage Pipe Bridge.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risk?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Review Comments
Weather condition, extreme heat or cold	Paddlers, coaches, helpers & spectators	Ensure that appropriate clothing and equipment is used by attendees	Discuss equipment and clothing and suncream prior to a session	All paddlers and coaches involved with the session	At the start of each session	Monitor
Lightning strike	Paddlers, coaches, helpers & spectators	Paddlers on water with carbon paddles are vulnerable to lightning strike. Coaches and group leaders are aware of this risk	Cancel session or move to indoor training	All paddlers and coaches involved with the session	At the start or during the session	Monitor
River condition, height & water quality	Paddlers, coaches, helpers & spectators	If the river is running fast or rising with debris, consider land based session e.g. ergo. If the river is very low consider grounding risks	Discuss the river condition prior to a session	All paddlers and coaches involved with the session	At the start of each session	Monitor

Accidental capsize	All water users.	Novices not allowed on the water unsupervised. Buoyancy aids worn as directed by coaches. BC marathon rules as minimum. Adequate buoyancy in all club boats	Group to support and assist a paddler who has capsized	All paddlers and coaches involved with the session	During the session	Monitor
Drowning / entrapment	Paddlers, coaches, helpers & spectators	Novices not allowed on water unsupervised. Buoyancy aids worn as directed by coaches. BC marathon rules as minimum. Paddlers made aware of entrapment by overhanging trees and tree roots. Land based users warned of steep and unstable banks.	Buoyancy aids visually checked annually. Checks on condition of buoyancy aids during the season. Throw-line (s) available.	All paddlers and coaches involved with the session	At the start of each session	Monitor buoyancy inspection records.
Water-borne infections	All water users.	Minor cuts to be covered. For more serious wounds paddling should be avoided. Advise all participants to wash their hands immediately afterwards and to shower as soon as possible and to follow good personal hygiene before eating.	Medical attention sought if symptoms persist.	All paddlers and coaches involved with the session	Prior to and after each session	Monitor external water reports
Hypothermia	Paddlers, coaches.	Advice given on correct clothing to wear. No beginners' sessions where capsize is likely in cold weather. No juniors or novices allowed on river without clothing check.	Coaches cover hypothermia during their First Aid course. All qualified coaches hold first aid certificate. Parents informed of minimum appropriate clothing.	All Paddlers and Coaches involved with the session	At the start of each session	Monitor

Manual handling	Paddlers, coaches.	Appropriate instruction in boat carrying, access/egress techniques, boat emptying, rescues etc. Heavy equipment to be carried by 2 or 4 persons.	Coaches to promote cooperation between paddlers when moving equipment.	All paddlers and coaches involved with the session	At the start and end of each session	Monitor
Medical conditions	Paddlers	Medical info forms completed and shown to coach.	All qualified coaches hold first aid certificate and ask about medical conditions at the start of a session.	All paddlers joining the Club.	At the Club membership application stage or as soon after a medical condition is confirmed.	Review Club application form to ensure compliance
General injuries requiring first aid.	Paddlers, coaches.	First aid kit available at all sessions and carried in coach's kayak when appropriate.	All qualified coaches hold first aid certificate. Parent consent form. Anything other than basic first aid is referred to Asda Medical Centre or A & E.	Paddlers must report any injuries at the earliest opportunity	During any Club session	Monitor
Minor injuries.	Paddlers, coaches.	Correct use of paddles and kayaks. Control inappropriate behaviour. Suitable amount of space for activity.	Coaches monitor sessions.	All paddlers involved in the session	During any Club session	Monitor
Safeguarding Incident	Children and Vulnerable Adults	The Club has adopted a Safeguarding of Children and Adults Policy.	Ensure that members are aware of the policy and that they work within it.	All club members	Policy to be reviewed annually by the committee and adopted at the AGM.	Monitor
Other users: Public rowing boats & novice rowing sessions.	Paddlers and other users.	Coaches in charge of beginner kayak groups to use sheltered/quiet stretches of water. Use agreed river circulation patterns.	Agreement over water usage with other users.	The coach running the session	At the start of a session	Monitor

Other users: Sculls.	Paddlers and rowers.	A circulation pattern to be adhered to. Novice groups to keep out of the way of rowers who are training or racing.	Agreement over water usage with other users.	All paddlers involved in the session	During any Club session	Monitor
Other users: Anglers.	Paddlers.	All paddlers to avoid paddling close to anglers' lines and nets and make other members of the group aware when encountering an angler	River Wye users guidance.	All paddlers involved in the session	During any Club session	Monitor
Cuts to feet.	Paddlers.	Hazards checked for and removed - broken glass or metal by the coaches at the start of each session. All paddlers advised to wear suitable canoeing footwear.	Check area outside boatshed and on steps.	All paddlers involved in the session	During any Club session	Monitor
Stones and other projectiles thrown from bank / bridges.	Paddlers	Follow guidance published on posters around the club. Warn other river users. Log in incident book.	Inform Police.	One paddler to be nominated by the group to contact the Police	During any Club session	Monitor
Slipping on steps	Everyone on site	Steps to be kept clean. Advise users of danger when wet or icy.	None	All paddlers involved in the session	During any Club session	Monitor
Broken glass and debris on steps	Everyone on site	Broken glass cleared up promptly. All paddlers advised to wear suitable footwear. Inform HRC.	None	All paddlers involved in the session	During any Club session	Monitor
Electrical hazards	Everyone using boathouse	All electrical equipment checked on annual basis (HRC) Regular visual checks by users. Report to HRC.	Monitor	All paddlers involved in the session	During any Club session	Monitor
Trip hazards	Everyone entering boathouse / store rooms.	Equipment stored tidily. Walkways kept clear. Limit numbers accessing equipment at any one time.	None	All paddlers involved in the session	During any Club session	Monitor
Burns and scalding	Everyone on site	Minor risk when cooking or making hot drinks ensure working area in restricted and correctly equipped	None	The team involved in cooking and heating	During any Club session that involves cooking or heating	Monitor
Hit by vehicle e.g. cars, bikes and delivery vehicles	Everyone using boathouse	Children supervised by group leader or parents.	None	All paddlers using the car park at the start or end of a session	During any Club session	Monitor

--	--	--	--	--	--	--

Sampled by:	Andrew Wibmer	Position:	Event Safety Officer	Date:	04/02/2024
-------------	----------------------	-----------	-----------------------------	-------	-------------------

Notes:

Revision **D**