

Category: General.

These are issues that all users needs to be aware of and are generic between all the activities
 briefing is to be given before each session on safety issues that participants need to be aware of.
 card kept in the main store

A standardised
 These are on a laminated

Number	Hazard	At risk	Control Measure	Additional Actions	Impact	Probability	Severity
G1	Cold/ Hypothermia	All Participants and staff	Suitable clothing to be worn having regard for the prevailing conditions, the anticipated conditions, the length of session and the maximum distance to be travelled away from the centre. Additional clothing to be issued as appropriate. Instructors to regularly check on participants, particularly any that have capsized during session.	Remove participant from activity and provide first aid. Modify the content of the session or cancel, as necessary.	4	2	8
G2	Drowning	All Participants and staff	Buoyancy Aids to be worn at all times when near, on or in the water. Participants must be able to swim 50m or be accompanied 1:1 by a swim competent adult.	At the start of a session instructors must check that buoyancy aids are of correct size and fastened properly. At the start of a session instructors must ascertain level of confidence and ability to swim and arrange additional support if necessary for non-swimmers.	5	1	5
G3	Other craft/ fishermen	Staff, Participants, other reservoir users	The only people paddling or sailing on the water will be from Spade Mill, so discuss with instructors prior to the session where separate groups are going to work. Avoid locations where fishermen are fishing	At the start of each session instructors must brief the participants on the potential dangers from other reservoir users. Instructors should also liaise with any persons operating craft from the centre to ensure that any paddlecraft are not operated where inexperienced sailors are trying to launch and land.	3	2	6
G4	Potential steep launch site if water levels are low	Staff and Participants	These can potentially be steep and slippy. If so instructors should take the boats down to the water and use a throw line as a 'handrail' for all participants to hold as they go down the slope	At the start of a session instructors must explain the risk and check that suitable footwear is worn.	3	1	3

G5	Water borne illness and disease	Staff and Participants	Take advice on Environmental Health from United Utilities (reservoir owners) and LSSA (run the centre) Cancel session if necessary.		3	1	3
G6	Wildlife	Staff and Participants	Where possible stay away from water fowl	Warn participants of possible dangers as appropriate.	2	1	2
G7	Weather	Staff and Participants	Weather report to be obtained by instructors prior to the session. Session will be cancelled if are Force 4 (or higher). At force 3 consider reducing the amount of craft on the water and the type of craft being used.	Instructors monitor the wind speed during the session. The size and age of the participants needs to be taken into consideration. For example younger Cubs may struggle to paddle in force 3 winds.	3	2	6
G8	Cuts and bruises	Staff and Participants	Routine maintenance, checking equipment before each session.	Craft quality, be-burring sharp edges, First Aid Training, First Aid Kit	3	2	6
G9	Foot Injuries From sharp stones or glass on the waterfront	All Participants including Instructors	Everyone to wear suitable footwear at all times.	At the start of a session instructors must explain the risk and check that suitable footwear is worn. The requirement for suitable footwear to be a part of the session instructions sent to the group prior to the session	3	2	6
G10	Falling into water	Participants and instructors	Buoyancy aids to be worn on all craft	Pre-session briefings.	(up to) 5	1	5
G11	Swimming	Swimmers	Not allowed on the reservoir as a stand alone activity	Anyone in the water will be being rescued or undertaking rescue practice. If for any reason a participant has to swim to shore they will be closely shadowed by an instructor	2	2	4
G12	Manual Handling of boat on land and during launching	Staff and leaders	Tell all participants to help each other carrying boats, at least 2 to per boat	Educate participants in basic manual handling lifting techniques...straight back, bend the legs	2	3	6

CANOEING

Number	Hazard	At risk	Control Measure	Additional Actions	Impact	Probability	Severity
C1	Head Injuries from other paddles or as a result of a capsize	All participants including instructors.	At the start of a session instructors must brief participants on the risks and the safe use of paddles.	Risk to be explained	2	2	4
C2	Head Injuries while gunwhale bobbing	All participants including instructors	Instructor to explain risk and offer or dictate the use of helmets as necessary	Wear helmets at the Instructor's discretion	3	1	3
C3	Hand injury while coming alongside	All participants including Instructors	Instructors to explain dangers.	Instructors to explain dangers and to remind participants at the appropriate time.	2	2	4
C4	Foot Injuries from sharp stones or glass on the waterfront	All participants including instructors	Everyone to wear suitable footwear at all times.	At the start of a session instructors must explain the risk and check that suitable footwear is worn.	3	2	6
C5	Manual Handling - moving canoes in and out of the water	All participants including instructors	Moving canoes to be supervised by an Instructor or an Adult Leader. Tell all participants to help each other carrying boats, at least 2 to per boat	At the start of a session instructors must explain how Canoes are to be moved. Adults to supervise their removal and replacement on the storage racks.	3	1	3
C6	Manual Handling - moving canoes during a rescue	Instructors and participants being trained in rescues	Instructors are already trained in performing rescues. If required to assist participants should be briefed on their role before rescue is undertaken.	Instructors to ensure that persons involved in rescues are briefed and/or coached during a rescue. Assistance to be sought where necessary.	2	2	4

KAYAKING

Number	Hazard	At risk	Control Measure	Additional Actions	Impact	Probability	Severity
K1	Head Injuries from other paddles or as a result of a capsize	All participants including instructors.	At the start of a session instructors must brief participants on the risks and the safe use of paddles.	Instructors have the option of using helmets stored in the green container	2	2	4
K2	Foot Injuries from sharp stones or glass on the waterfront	All participants including instructors.	Everyone to wear suitable footwear at all times.	At the start of a session instructors must explain the risk and check that suitable footwear is worn.	3	2	6
K3	Manual Handling- moving kayaks out of the water	All participants including instructors.	Moving Kayaks to be supervised by an instructor or an adult leader. Tell all participants to help each other carrying boats. 2 per boat for smaller participants and for larger ones 2 boats may be carried per pair one holding stern handles and one the bow ones	At the start of a session instructors must explain how kayaks are to be moved. Adults to supervise their removal and replacement on the storage racks.	3	2	6
K4	Manual Handling - moving kayaks during a rescue	Instructors and Participants being trained in rescues	Instructors to ensure that persons involved in rescues are briefed and/or coached during a rescue. Assistance to be sought where necessary.	Instructors trained in performing rescues. Participants require briefing.	2	2	4

SUP

Number	Hazard	At risk	Control Measure	Additional Actions	Impact	Probability	Severity
SUP1	Manual handling of pumps whilst inflating the SUPs	All participants including instructors.	Fit and use the pumps correctly. Consider posture and a straight back as participants get tired inflating them	Set aside enough time in the session to inflate the SUPs. For younger age groups instructors/adults to inflate them	2	2	4
SUP2	Injury whilst manoeuvring the SUP in shallow water or near the reservoir walls	All participants including instructors.	Lie down/kneel up when near the shore, only standing up in deeper water; then if anyone falls off then they will not hit anything	At the start of a session, whilst still on land instructors must brief participants on this	3	2	6
SUP3	Hypothermia	Participants	Everyone will more than likely fall in and get wet! Instructors to pay attention to this and cut sessions short or get participants off the water as necessary.	If the weather forecast is considered too cold /windy offer another paddlesport activity	3	2	6
SUP4	Hitting other craft when falling off	All participants including instructors.	Run SUP sessions away from other craft	All other instructor / session leaders need to be aware of keeping their participants away from the SUPs	3	2	6
SUP5	Separating from board	All participants including instructors.	SUPs are light and paddlers may become separated from them. Therefore all participants must use the ankle leash and wear a buoyancy aid	The use of leashes and what to do when falling in IS covered in the session briefing	3	2	6