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| **Date:** |  | | |  |  |  | |  |  |  |
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| **Assessor's Name:** | |  | | **Review Date:** | | |  | | | |
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| **Description of Assessment:** | | | Sea Kayak paddle on | | | | | | | |
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| **Location Details:** | | |  | | | | | | | |

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| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing to control the risks?** | **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?** | **Done** |
|
| Specific hazard – |  |  |  |  |  |  |
| Generic hazard: Injury or drowning while on a paddle | Participants - Drowning, Secondary drowning, Hypothermia, Entrapment  Sharps injuries | Buoyancy aids (BA)/Personal Flotation Device (PFD) appropriately sized and fitted  All Leaders/Coaches have been deployed by the club including first aid and safeguarding checks  Safety equipment carried including mobile phone, VHF Radio and PLB  Appropriate First Aid kits are to be taken out on trips  All trip members briefed as required on trip and emergency procedures  Ensuring that all participants are competent for the trip.  Fully briefed shore contact in place |  |  |  |  |
| Generic Hazard: Head injuries | Participants | Consider wearing head protection  If concussion is suspected, participant should attend further medical assessment |  |  |  |  |
| Generic Hazard: Micro-organisms | Participants  Leptospirosis, Viral/bacterial illness Blue green algae | Some members of group are first aid trained.  Participants recommended to wash (or sanitise) hands before eating. |  |  |  |  |
| Generic Hazard: Slips, trips, and falls | Participants and those around them.  Head bash, strains, sprains, and breaks. | Members reminded by this risk assessment of this hazard.  Particular care to be taken at launching/egress points to reduce the possibility of slips/trips while entering/exiting boats |  |  |  |  |
| Generic Hazard: Manual handling | Participants  Musculoskeletal harm | Members reminded by this risk assessment of this hazard. Members advised to have at least two people involved in moving boats off/on cars, and in carrying to/from the water. |  |  |  |  |
| Generic hazard: Hypothermia | Participants  Loss of core body temperature | Members advised by this risk assessment to wear appropriate clothing, which may include drysuit.  Safety equipment carried (bothy bag, storm cag |  |  |  |  |
| Generic hazard: Hyperthermia | Participants  Heatstroke  Sunburn | Members advised by this risk assessment to wear appropriate clothing, and consider wearing sunblock on exposed skin. |  |  |  |  |
| Generic hazard: Equipment failure | Participants  Lacerations  Entrapment | Members advised by this risk assessment to do regular checks of their kit.  Appropriate spare kit carried including paddle. |  |  |  |  |
| Generic hazard: Weather and water conditions | Participants | Members advised by this risk assessment to note range of weather forecasts, and check that the likely range of conditions will be within their capabilities. | Leaders will check forecasts near the time, and may need to cancel or change the trip.  Leaders will monitor weather and water conditions during the trip and adjust itinerary if necessary. | Leader | Before and during the paddle |  |
| Generic hazard: Lightning strike | Participants | If thunder and lightning are audible/visible there is a risk of a lightning strike nearby. Aim to avoid being on water or in exposed position if there is any forecast of lightning storm. |  |  |  |  |
| Generic hazard: Pre-existing medical condition | Participants | All members are requested to let the group leaders know of any conditions that may be relevant for the paddle using the Club’s paddler information form, and carry an ICE card in their BA. |  |  |  |  |
| Generic hazard: people fishing | Participants – laceration  Relationships between different water users | Getting caught on a fishing hook can cause injury, and is worth avoiding.  Aim to paddle sufficiently far from fishing-people so as to avoid risk if collision with line or hook. |  |  |  |  |
| Generic hazard: Group dispersal, leading to less peer support in event of an emergency | Participants | Members by this risk assessment are asked to paddle within small distance of each other  Paddlers briefed on their responsibilities to themselves and the group | Leaders will supervise and direct Members if necessary  Members will look out for each other and the group during the trip | Leaders  All paddlers | During the paddle  During the paddle |  |
| Generic hazard: exhaustion | Participants | Paddlers should be competent for the length of the trip undertaken.  Paddlers advised by this risk assessment to bring food and drink appropriate for the day,  Spare snacks carried by Leaders | Leaders will monitor the group during the trip and schedule appropriate breaks. | Leaders | During the paddle |  |