



## South Avon Canoe Club

Activity	Canoeing and Kayaking in Moderate water
Minimum qualification for activity - Children	British Canoe Union U.K.C.C Level 2 with MWE WW or 'old' BCU Level 3 inland
Ratios	1:6
Date Reviewed	16-11-2015

Identified Hazards	Who is at risk	Causes	Control measures	Reviews/Remarks
Injury to participants e.g. broken bones, cuts, slips	All Participants	<ul style="list-style-type: none"> <li>• Jewellery/clothing becoming caught</li> <li>• Slipping on jetty</li> <li>• Poor lifting techniques</li> <li>• Exhaustion</li> <li>• Impacts with rocks/obstacles</li> </ul>	<ul style="list-style-type: none"> <li>• Long hair or dangling straps are tucked away.</li> <li>• Remove or tape over any jewellery.</li> <li>• Prior safety briefing about the hazards of the launch area and lifting techniques, once told about techniques clients can assist the instructor with loading and unloading boats.</li> <li>• Trip leader to ensure all participants are still fit and able to the trip throughout and adjusts trip for the group.</li> <li>• Trip leaders to use good leadership to avoid any obstacles and brief the group appropriately to the risks and dangers of the river.</li> </ul>	
Becoming unwell due to weather conditions	All Participants	Rain, Snow, High winds causing hypothermia Sun/heat causing hyperthermia	<ul style="list-style-type: none"> <li>• Ensuring all participants are dressed suitably to the weather conditions.</li> <li>• Ensuring that participants have sun cream and enough fluids for the activities.</li> </ul>	
Medical emergency	All Participants	<b>Prior medical condition</b>	<ul style="list-style-type: none"> <li>• All participants fill in a medical /risk declaration form prior to the event and if suffering from a known condition should make themselves known to their supervising instructor.</li> <li>• In the very unlikely event that a participant should suffer from a medical emergency (i.e. heart attack, stroke epileptic fit, diabetic emergency) emergency services will be contacted. Appropriate First aid treatment administered.</li> <li>• At the earliest opportunity the Mendip office will be informed and our emergency procedures instigated if appropriate</li> </ul>	



## South Avon Canoe Club

<p>Becoming unwell due to water borne diseases</p>	<p>All Participants</p>	<p>Weil's disease</p>	<ul style="list-style-type: none"> <li>• Inform the group of the risks and what to do if they become ill</li> <li>• Make sure groups wash their hands at the end of the session</li> </ul>	
<p>Drowning</p>	<p>All Participants</p>	<ul style="list-style-type: none"> <li>• Equipment failure</li> <li>• Cold water shock</li> <li>• Clients not being able to swim</li> <li>• Becoming knocked unconscious</li> <li>• Becoming entrapped - pinning or trees.</li> </ul>	<ul style="list-style-type: none"> <li>• All participants to wear buoyancy aids and helmets when on/near the water.</li> <li>• Participants informed about the cold water</li> <li>• All equipment is checked on a weekly basis and also visually when being handed out.</li> <li>• All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater.</li> <li>• Instructor to give a safety brief about the activity and craft so all participants are informed of what to do during the event of a capsize.</li> <li>• Trip leader should lead a brief at the beginning of the trip to ensure all participants are aware of any dangers and know what to do in the event of a swim/emergency.</li> </ul>	



## South Avon Canoe Club

Activity	Canoeing and Kayaking up to Sheltered Water
Date Reviewed	16-11-2015

Identified Hazards	Who is at risk	Causes	Control measures	Reviews/Remarks
Injury to participants e.g. broken bones, cuts, slips	All Participants	<ul style="list-style-type: none"> <li>• Jewellery/clothing becoming caught</li> <li>• Slipping on jetty</li> <li>• Poor lifting techniques</li> </ul>	<ul style="list-style-type: none"> <li>• Long hair or dangling straps are tucked away.</li> <li>• Remove or tape over any jewellery.</li> <li>• Prior safety briefing about the hazards of the launch area and lifting techniques, once told about techniques clients can assist the instructor with loading and unloading boats.</li> </ul>	
Becoming unwell due to weather conditions	All Participants	Rain, Snow, High winds causing hypothermia Sun/heat causing hyperthermia	<ul style="list-style-type: none"> <li>• Ensuring all participants are dressed suitably to the weather conditions.</li> <li>• Ensuring that participants have sun cream and enough fluids for the activities.</li> </ul>	
Medical emergency	All Participants	<b>Prior medical condition</b>	<ul style="list-style-type: none"> <li>• All participants fill in a medical /risk declaration form prior to the event and if suffering from a known condition should make themselves known to their supervising instructor.</li> <li>• In the very unlikely event that a participant should suffer from a medical emergency (i.e. heart attack, stroke epileptic fit, diabetic emergency) emergency services will be contacted. Appropriate First aid treatment administered.</li> <li>• At the earliest opportunity the Mendip office will be informed and our emergency procedures instigated if appropriate</li> </ul>	



## South Avon Canoe Club

Becoming unwell due to water borne diseases	All Participants	Weil's disease	<ul style="list-style-type: none"> <li>• Inform the group of the risks and what to do if they become ill</li> <li>• Make sure groups wash their hands at the end of the session</li> </ul>	
Drowning	All Participants	<ul style="list-style-type: none"> <li>• Equipment failure</li> <li>• Cold water shock</li> <li>• Clients not being able to swim</li> <li>• Becoming knocked unconscious</li> <li>• Becoming entrapped</li> </ul>	<ul style="list-style-type: none"> <li>• All participants to wear buoyancy aids and helmets when on/near the water.</li> <li>• Participants informed about the cold water</li> <li>• All equipment is checked on a weekly basis and also visually when being handed out.</li> <li>• All instructors ensure that they know where all participants are at all times (if several people are in the water, the first thing to do is count everyone, to ensure nobody is trapped underwater.</li> <li>• Instructor to give a safety brief about the activity and craft so all participants are informed of what to do during the event of a capsize.</li> </ul>	



## South Avon Canoe Club

Activity	Canoeing and Kayaking in a Swimming Pool
Date Reviewed	16-11-2015

Identified Hazards	Who is at risk	Causes	Control measures	Reviews/Remarks
Risk of slipping on wet tiles.	All Participants	Wet Tiles from boats being emptied, participants entering and exiting the water	<ul style="list-style-type: none"> <li>• Have trained up to date first aider on site at all times.</li> <li>• No running</li> <li>• No messing around</li> <li>• Ensure members are shown correct entry and exit methods with kayaks.</li> </ul>	
<ul style="list-style-type: none"> <li>• Capsize</li> <li>• Drowning</li> <li>• Head Injury from paddle or pool side Injury</li> </ul>	All Participants		<ul style="list-style-type: none"> <li>• Ensure competent and experienced supervisor is present at all times</li> <li>• Ensure canoeists know how to capsize and get out of boat safely.</li> <li>• Ensure canoeists can swim to a basic level.</li> <li>• No 'sharp' edged boats / surf boards etc permitted.</li> <li>• Ensure a maximum of 1 to 6 ratio between coaches and students.</li> </ul>	
<ul style="list-style-type: none"> <li>• In-appropriate messing around</li> <li>• Capsizing</li> <li>• Drowning</li> <li>• Injury to others or selves through in-experience</li> </ul>	Young members		<ul style="list-style-type: none"> <li>• Ensure adult supervision</li> <li>• Children under 18 to be accompanied by parent / guardian</li> <li>• Ensure experienced and competent supervisor at all times</li> </ul>	



## South Avon Canoe Club

Injuries through Moving Equipment	All Participants	<ul style="list-style-type: none"> <li>• Injury to backs through incorrect lifting technique</li> <li>• Injury to others whilst moving</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure new members are shown how to lift and carry equipment.</li> <li>• Ensure they are made aware of the risk of hitting others.</li> </ul>	
Personal Equipment - Contamination of pool	All Participants		<ul style="list-style-type: none"> <li>• All personal equipment should be thoroughly washed before entering the pool</li> <li>• A hose pipe is available near the entrance.</li> </ul>	
Equipment - Not fit or safe for use	All Participants		<ul style="list-style-type: none"> <li>• Club equipment should be assessed and passed as safe on an annual basis.</li> <li>• Un-safe equipment should be re-paired or removed straight away</li> <li>• Ensure there is suitable range of equipment for all age ranges.</li> <li>• Ensure new members are shown correct and safe method for using equipment</li> </ul>	
Overcrowding and increased risk of contact and potential injury	All Participants		<ul style="list-style-type: none"> <li>• A maximum of 15 kayaks should be allowed in the pool at any one time</li> </ul>	