

Girlguiding Risk Assessment

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|--|--------------------------------|--|---------------------|
| Site: | Blackland Farm | Assessment No. | BF/CAK/16 |
| Assessor | Martin Robinson | Description of Building or Area | Weir Wood Reservoir |
| Date of Assessment | 24/01/2016 (Reviewed 07/04/17) | | |
| Task/Activity/Process/Equipment | Kayak/Canoe Taster Sessions | | |
| Technical Advisor (if applicable) | Martin Robinson | Equipment used (if applicable) | Kayaks & Canoes |
| Persons Name (If Applicable to vulnerable Groups etc) | NA | | |
| When Identifying HAZARDS consider: | | | |
| a) The Task (Who, What, Where, When, How) | | | |
| b) The environment (temperature, noise, lighting, dust, fumes) | | | |
| c) Materials, Equipment, and Substances (machinery, tools, chemicals, etc) | | | |



| RA REF No. | Hazard | Description of potential accident/injury/loss | Persons affected | Precautions/Controls already in place | Risk Rating Factor=SxL | | | Further control measures required? | Action By Whom | To be completed by (Date) |
|------------|--|---|------------------|--|------------------------|------------|--------|--|----------------|---------------------------|
| | | | | | Severity | Likelihood | Factor | | | |
| CAK/16/01 | Paddle hitting head | Head injury | Customers | Group told to keep apart | 3 | 1 | 3 | See Activity Policy for information on Staff Training/Qualifications and Equipment Checking. | | |
| CAK/16/02 | Trapped in boat | Drowning | Customers/staff | Group told how to get out of boat. Spraydecks not used except on star courses. All participants wear Bouyancy aids. Large cockpit kayaks to avoid entrapment | 5 | 1 | 5 | | | |
| CAK/16/03 | Equipment failure | Boat may sink | Customers/staff | All craft checked before use and weekly. | 1 | 1 | 1 | | | |
| CAK/16/04 | Adverse weather lightning | Hit by lightning possible death | Customers/staff | If there is thunder and lightning the activity is stopped until at least 15 minutes without lightning has passed | 5 | 1 | 5 | Monitor | | |
| CAK/16/05 | Adverse weather high wind | Group dispersed across reservoir and unable to get to launch bank | Customers | In high wind, activity is restricted to the bay area | 1 | 1 | 1 | Monitor | | |
| CAK/16/06 | Effect of cold | Hypothermia | Customers/staff | Activity only happens between 1st April and 30th September. Participants told to wear suitable clothing for conditions | 3 | 1 | 3 | | | |
| CAK/16/07 | Multiple capsizes | Many people in the water adding to time in potentially cold water | Customers | 1:8 ratio of staff to participants. Restricted area see ref CAK/16/05 above | 2 | 2 | 4 | | | |
| CAK/16/08 | Injury from emptying boats | Back injury | Customers/staff | Staff trained in how to safely empty boats on and off the water. Customers told how to empty boats at the bank | 2 | 2 | 4 | Monitor | | |
| CAK/16/09 | Lone staff | Unable to get help | Staff | Radios issued to staff and reception checked daily. Staff in office until activity finishes each day | 3 | 1 | 3 | Member of Staff will be in the Office when Sessions are running | | |
| CAK/16/10 | Injury from loading trailers | Back injury | Staff | Staff trained in lifting | 3 | 2 | 6 | Monitor | | |
| CAK/16/11 | Being in collision with a sailing boat | Capsize or possible head injury | Customers/staff | Tell participants to keep out of the way of sailing boats. Instructors alert to incoming sailing boats | 3 | 1 | 3 | Monitor | | |