

Girlguiding Risk Assessment

Site:	Blackland Farm	Assessment No.	BF/CAK/16
Assessor	Martin Robinson (Review Thomas Webb-Bowen)	Description of Building or Area	Weir Wood Reservoir
Date of Assessment	24/01/2016 (Reviewed 27/01/19)		
Task/Activity/Process/Equipment	Kayak/Canoe Taster Sessions		
Technical Advisor (if applicable)	Dave Brown		
Persons Name (If Applicable to vulnerable Groups etc)	NA	Equipment used (if applicable)	Kayaks & Canoes
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		