

**Richmond Canoe Club
OPERATIONAL RISK ASSESSMENT**

Junior paddle camps on the River Thames

Completed by: _____
 Date: _____
 Reviewer: _____
 Safety officer: _____

08-Dec-23
PRINT NAME
 and
SURNAME
 Boris Mavra
 08-Dec-23
 Robert Ames

Signature
 Boris Mavra

 Robert Ames

Severity (S)	Likelihood (L)	Risk Factor: Worked out by: S x L = R	S x L= R
1 Negligible - all in a day's work	1 Improbable	<4 Risk may need to be controlled LOW	= Beginner/improver
2 Minor - minor injury with short term effect	2 Remote - unlikely	4-6 Risk must be controlled MEDIUM	= Improver/Intermediate
3 Severe - major injury/disability (reportable)	3 Possible - may or could well occur	7-9 Hazard must be controlled HIGH	= Advanced
4 Extreme - fatal	4 Probable - expected to occur, several times	>9 Hazard must be avoided VERY HIGH	= No one

Hazard Ref.	Hazard Description	People at risk	Initial Assessment			Control Measures – Prevention	Residual			Actions – Contingent
			Severity	Likely	Risk		Severity	Likely	Risk	
PC 1 to PC 18	Junior paddle camps	Paddle camp juniors and Coaches				Detailed for individual item				Detailed for individual item

IF IN DOUBT, DO NOT GO OUT

fffff5. Junior Paddle Camps

Hazard Ref.	Hazard	People at Risk	Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC1	Drowning.	Paddlers, Coaches, Assistants	4	2	8	Mandatory wearing of Buoyancy Aids (BA's) by all paddlers. Mandatory life jacket or BA for safety boat drivers. Safety boat on standby during paddling sessions. Throw lines in the motor launch and club boat bays. Annual check of BA's. Supervision of all paddlers to ensure BAs correctly fitted. Regular checks throughout the season. Coaches, assistants safety training and awareness briefings	3	1	3	If an immersion casualty is unconscious, or if you suspect they have breathed-in water during an immersion call 999. All Club Coaches are trained in First Aid including drowning protocols/CPR and use of defibrulator.
PC2	Low Temperatures / wind chill causing Hypothermia	Paddlers, Coaches, Assistants	4	1	4	Sessions only offered from late May during summer Advise all paddlers to bring towels and change of clothes Motor launch on standby for transport to the clubhouse.	2	1	2	For unconscious casualty or suspected hypothermia, call 999. Warm drinks are available at the clubhouse. Do NOT put a suspected Hypothermia casualty in a warm/hot shower because it may prove fatal. Coaches are trained in first aid, including hypothermia.
PC3	High winds/adverse weather which may cause increase capsizing risk	Paddlers	4	1	4	Move to bigger boats to avoid capsizing if the paddling conditions are otherwise reasonable. Terminate session in case of adverse weather. Coaches briefing before each session Check weather forecast before each session .	2	1	2	Coaches continually maintain a dynamic risk assessment. If conditions appear challenging, the Coach will bring paddlers back in to the bank.

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PC4	Lightning	Paddlers, Coaches, Assistants	4	1	4	Terminate session in case of actual or forecast lightning. Coaches briefing before each session Check weather forecast before each session.	3	1	3	If there is an imminent threat of lightning strike the Coach will instruct all paddlers to stop paddling immediately and return to the river bank by the shortest possible route.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC5	High flow/tide	Paddlers	3	2	6	Sessions always run during no-tide/closed lock periods Minimum staffing ratio of 1:3 for small boats In case of high river flow move to bigger boats to avoid capsize Motor launch provided for additional safety. Coaches briefing before each session Check tide tables and river flow before each session	2	1	2	Coaches continually maintain a dynamic risk assessment. If conditions appear challenging, the Coach will bring paddlers back in to the bank.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC6	Collision with other paddlers	All	2	1	2	Coaches to continuously advise on appropriate positioning. Coaches briefing before each session.	2	1	2	If a paddler has collided with another and caused a capsize, Coaches are trained to rescue paddlers and re-start a session using good lessons which have now been learned.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC7	Collision with other river users	All	3	2	6	Sessions mostly avoid main river channel Minimum staffing ratio of 1:3 for small boats Strictly obey river traffic rules when in navigation channel. Coaches briefing before each session Inform other key river users of the courses	2	2	4	Immediate first aid where required. Call 999 if necessary. Safety launch to water.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent

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PC8	Fishing Lines	All	2	2	4	Coaches on lookout for any lines at known locations . Coaches briefed before session. Paddlers instructed to avoid lines. Coaches communicate with Anglers.	2	2	4	If a line entanglement takes place, Coaches are trained to untangle lines by cooperation with Anglers and where necessary to cut the line.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC9	Pollution and water quality	All	2	2	4	Paddlers advised against ingesting any river water. In case of sewage discharges, move to bigger boats to avoid capsizes. Advise all to shower after each session. No paddling with open cuts/sores.	2	2	4	Monitor websites publishing water quality Email to parents before and during each course.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC10	Boats and paddles	Paddlers	2	2	4	All equipment checked before each session All boats to have appropriate buoyancy	2	2	4	Coaches and assistants to check before each session
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC11	Natural hazards and river debris	All	2	2	4	Coaches on lookout for any trees or debris All advised to wear appropriate footwear.	2	2	4	Email to parents before and during each course.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC12	Slips, trips and falls.	All	2	2	4	Coaches and assistants to advise and/or carry equipment Regular maintenance of the approach and club pontoon	2	2	4	All coaches have current 1st Aid training 1st Aid kit available inside the boat bays and in the galley.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC13	Riverside traffic, walkers, cyclists.	All	2	2	4	Paddlers reminded to look out for traffic when carrying boats.	2	2	4	
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent

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PC14	Dehydration	Paddlers	3	3	9	Paddlers reminded to have a drink or bring a water bottle in case of hot weather Spare water in the motor launch	2	2	4	Email to parents before and during each course.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC15	Sunburn	All	3	3	9	All reminded to apply sunscreen before sessions in case of sunny weather.	2	2	4	Email to parents before and during each course.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC16	Sprains and soft tissue injuries.	All	2	3	6	Coaches to demonstrate safe lifting and carrying of boats. Coaches to demonstrate and encourage correct paddling technique.	2	2	4	All coaches have current 1st Aid training. 1st Aid kit available inside the boat bays and in the galley.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC17	Safeguarding failure/incident.	All	3	2	6	Coaches to enforce good conduct by all during sessions.	2	2	4	All coaches and assistants over 16 yrs must have DBS check and attend SG training. Coaches briefing before each season.
Hazard Ref.	Hazard		Initial Assessment			Control Measures – Prevention	Residual Risk			Actions – Contingent
PC18	After session pickup failure	Paddlers	2	3	6	Sign-off of all paddlers after sessions.	2	2	4	Parental contact details on hand Pick-up arrangements for all paddlers on hand. Email to parents before and during each course.