

Hautbois Risk Assessment



Activity: Canoe Journey - Winter Months (Oct-Feb)	Assessor: Abbie Stewardson	Date: January 2018	Tech Advisor: Phil Hadley
Assessment No: RA-CAN18a	SOP No: SOP-CAN18	Lesson Plan: LP-CAN18	Page: 1 of 3

Description: Canoeing takes place on Hautbois' private Cut and the River Bure. Ratios are 1:8 for this activity with an operating area from Hautbois Cut to Mayton Bridge or Buxton Mill.

SR= Severity Rating; 5 (Catastrophic) 4 (Major) 3 (Moderate) 2 (Minor) 1 (None)

LH=Likelihood Rating 5 (Almost certain) 4 (Likely) 3 (Possible) 2 (Unlikely) 1 (Insignificant)

RR= Risk Rating; H (High) M (Medium) L (Low) I (Insignificant)

Significant Hazard	Who Might be Harmed and How	Existing Controls	Severity	Likelihood	Risk Rating
Drowning	Participants and Instructors - entrapment from capsized canoe, non-swimmers, incorrectly fitted buoyancy aids, being hit by a paddle, unconscious casualty in the water, panicking in cold water.	Minimum Instructor qualification BCU/UKCC Level 1 All to wear CE EN393 approved Buoyancy Aids. All to follow SOP, all equipment fitted and checked by a qualified Instructor Groups with access needs have canoes rafted together for stability Instructor's to carry safety knives in Bas in case of participant entrapment.	5	1	L
Hypo/hyperthermia - winter months (nov-feb)	Participants: not dressed correctly for the conditions. Unplanned capsise.	Clients to be dressed appropriately for weather conditions. Temperature and conditions assessed by Activities Manager before session to go ahead. Additional clothing to be included in the safety kit including fleeces, windproof/waterproof layers. Changes in conditions and group to be monitored 'as you go' and appropriate changes to be made. To minimise the risk of an unplanned capsise-canoes to be rafted together.	5	1	L
Equipment failure	Participants and Instructors - unmaintained canoes; cuts or scrapes from plastic and woodwork. Sinking boat due to cracks within the hull. Buoyancy aid failure due to foam degradation.	Weekly and monthly inspections recorded. All Canoeing equipment to be correctly stored and checked on a session and periodical basis. BA and Kayak/Canoe PPE checks quarterly.	2	2	L

This Risk Assessment should work in conjunction with the generic risk assessment (RA-GEN16) and relevant activity's Safe Operating Procedure (SOP-).

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Significant Hazard	Who Might be Harmed and How	Existing Controls	Severity	Likelihood	Risk Rating
Operating area	Participants and Instructors - group paddling too far and becoming fatigued.	<p>Participants must be briefed about the distance they are going to paddle and any concerns should be raised. All Instructors to have been certified competent.</p> <p>Participants should be appropriately matched with abilities assessed and participants moved between boats if necessary.</p> <p>Regular rest breaks should be taken with the group rafted together and drink breaks taken if necessary.</p>	2	2	L
Operating area	If an incident occurred too far from assistance between Hautbois and Grove Farm.	<p>Radio/phone for assistance and make haste back to Hautbois activity Centre.</p> <p>One instructor can stay with the group and dependent on the incident- the injured participant can be paddled in the Instructors boat.</p>	2	2	L
Operating area	If an incident occurred too far from assistance between Grove Farm and Mayton Bridge	<p>Radio/phone for assistance and make haste to Mayton Bridge where a member of staff will meet with the centre vehicle and/or emergency services.</p> <p>One instructor can stay with the group and dependent on the incident- the injured participant can be paddled in the Instructors boat.</p>	3	1	L
Operating area	If an incident occurred in Hautbois's cut near the neighbours rose bush between the jetty and the bridge. The participants may be cut and harmed which requires first aid.	<p>Instructor's to provide a safety brief stating that children should keep to the right, also acting like a barrier to prevent participants from drifting into the rose bush.</p> <p>When necessary instructors will cut the rose bush back when overgrowing to Hautbois's side of the cut.</p>	3	1	L
Operating area	If an incident occurred too far from assistance between Mayton Bridge and Buxton Mill.	<p>Radio/ phone for assistance and use knowledge to assess which is the quickest egress. A member of staff will meet with the centre vehicle and/or emergency services.</p> <p>One instructor can stay with the group and dependent on the incident- the injured participant can be paddled in the Instructors boat.</p>	3	1	L

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Infection from water/river bank	Instructor and participants- weil's disease (leptospirosis) and similar from contaminated water	Participant and clients briefed on washing hands with warm soapy water and showering after activity, and washing clothing worn.	4	1	L
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Review Date: January 2019	Name:	Action Taken:
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