

# Risk Assessment

Generic Local Water  
Regular Activities



Stage 1: Identify the venue and look for any hazards  
 Stage 2: Decide who might be harmed and how  
 Stage 3: Evaluate the risks arising from the hazards and decide whether existing precautions are adequate or more should be done  
 Stage 4: Sign the Assessment to show you have considered all hazards, precautions and required actions  
 Stage 5: Review your assessment at least every 12 months and provide the Safety Officer with a signed copy for filing

Name of Assessor/Coach.	
Venue	Falcon Boathouse and nearby river network (Osney to Sandford, Godstow, Cherwell, Canal circuit, Lasher Mill Stream)
Date of Review	
Date of Next Review	12 months from this review
Signature	

The following are factors which all coaches should consider when planning and delivering training sessions. The list is not exhaustive and coaches should also be prepared to alter their planned session should any factors change (dynamic risk assessment).

Factors that may change and affect the session include:

- Weather conditions – including temperature (hot or cold) and wind
- River conditions – including strength of flow, debris, fallen/overhanging trees
- Presence of other river users – including rowers, powered craft, punts and anglers
- Confidence of paddlers within the group
- Age, ability and number of participants in the group

## General Hazards

List of Hazards	People at risk	Risk control	Further action
Unfamiliar location	All participants	Separate Offsite Risk Assessment Form to be completed	Coach to complete Offsite RA form and send a copy to Safety Officer for review
Inappropriate instruction	All participants	Instructors to hold appropriate and current BCU Coaching qualifications for the prevailing conditions including first aid award Supervision levels to be appropriate to the size and competence of the group	Coaches qualifications to be kept on file
Lifting and carrying kayaks, possible strain to back and muscular strain.	All participants	Coach to explain correct way to lift boat. Recommend 2 young people to lift 1 kayak	Briefing and demonstration by Coach on correct way to lift and carry kayaks.

Emptying water out of filled kayak.		front and back Explain how to empty water from boat	Coach to brief on emptying kayak.
Risk to others (rowers, members of the public, etc) being struck by moving equipment	All participants and others using boathouse and riverbank	Coach to caution participants about running in boathouse, taking care when moving boats and paddles, not leaving boats in the way of others carrying boats	Coach to tell participants to be aware of others in and around boathouse
Equipment failure	All participants	All equipment used to be checked prior to use by coach. Coach to explain to participants how to check boats, rudders, paddles etc	Equipment log is in place and maintained, and a progressive maintenance programme is undertaken. Any damaged or suspect equipment to be labelled or withdrawn from service until repaired or scrapped.
Hypothermia (most likely caused by falling into cold water)	All participants	Coach to ensure that clothing is appropriate to the prevailing weather conditions. Good instructor awareness – understanding of water temperatures Survival blankets available at boathouse	Coach briefing on types of clothing to be worn to be warm when kayaking. Coaches to carry some spare clothing in their boat during winter.
Hyperthermia, sunburn and dehydration	All participants	All participants to wear appropriate clothing. Recommend bringing a bottle of water to sessions. Explain the need to cover up and protect the head Use sun block when necessary	Coach briefing on types of clothing to be worn to be warm when kayaking. Coach to brief on problems of heat and excess sun.
Water and weather conditions	All participants	Coach to explain the significance of the flag system used on the river and to explain that these restrictions are implemented when the river is on “red flag”	Coach to check weather and water conditions before session. (Level 1 coaches not to lead sessions on red flag conditions)
Minor cuts, splinters, first aid	All participants	Participants to be aware that there is a first aid kit available if needed	Coach to ensure that first aid kit is available (in boathouse or in coaches boat) and adequately stocked
Losing contact with rest of group	All participants	Coach to explain designated paddling area Participants to be told not to stray too far from the Coach or other supervisors	Coach to ensure that contact is not lost with any of the group.
Capsize	All participants	Participants to be briefed on the correct method of capsizing and what to do when in	Coach to brief all participants on the procedure, in the event of capsize.

		the water	
Damage to feet from glass etc on the riverbed	All participants	Suitable footwear to be worn on riverbank and in case of capsize	Coach to brief all participants on the risk of damage to feet and to recommend what to wear.
Drowning	All participants	Coach to check participants' level swimming competence. Participants to wear appropriate buoyancy aids throughout the activity. (Juniors in Division 7 and above must wear buoyancy aids)	Fitting of buoyancy aids checked by Coach prior to the session starting. Capsize drill explained to reduce possibility of participants not making clean exit from upturned craft
Weil's Disease	All participants	Coach to ensure that all participants are aware of waterborne disease and the general signs and symptoms of the disease.	Encourage all participants to wash their hands soon after the activity. Encourage participants to take showers if they fall in the river. Participants warned to seek medical assistance if they believe they have been infected.
Boats / Rowers	All participants	Participants warned about the dangers from other users of the river. Coach to ensure participants know to keep to the right hand side of the river and to avoid getting too close to rowers etc.	Vigilance by supervising coach throughout the session
Wildlife	All participants	All participants warned about the dangers of getting too close and disturbing wild animals such as swans and geese.	Vigilance by supervising coach throughout the session
Other Events on the Water	All participants	Coach to explain where it is possible to paddle when there is a regatta or "bumps" race on the river	Coach to be aware of planned events and plan session accordingly
Fishermen	All participants	Participants warned to steer away from anglers' lines wherever possible.	Participants warned of the dangers of old line and hooks left in overhanging trees and on riverbank
Overhanging trees	All participants	Ensure that participants are aware of the dangers associated with overhanging trees.	Periodic inspection of the river especially after floods or strong winds.
Weirs and Locks	All participants	Ensure that participants are aware of the dangers associated with local wiers and locks (see below for more detail)	Participants warned to keep away from weirs and locks. Coach to provide instructions of where to exit from river when approaching local locks etc.
Bridges	All participants	Ensure that participants are aware of the	Coach to provide advice of route and how

		dangers of water near and under local bridges	to avoid fast moving water near bridges.
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See below for risks associated with specific local areas:

### Osney to Sandford

List of Hazards	People at risk	Risk control	Further action
Rowers	All participants	Coach to ensure participants know to keep to the right hand side of the river and to avoid getting too close to rowers etc.	
Bridges - all bridges are hazards especially those with narrow arches	All participants	Ensure that participants are aware of the dangers of water near and under local bridges <ul style="list-style-type: none"> <li>• Folly Bridge</li> <li>• The railway bridge at Kennington</li> </ul>	
Weirs - all weirs are hazards	All participants	Ensure that participants are aware of the dangers associated with local weirs <ul style="list-style-type: none"> <li>• Beyond the swimming pool at Long Bridges</li> <li>• associated with Iffley Lock</li> <li>• associated with Sandford Lock</li> <li>• associated with Osney Lock</li> </ul>	
Locks - all locks present hazards in use.	All participants	Ensure that participants are aware of the dangers associated with local locks <ul style="list-style-type: none"> <li>• Iffley Lock</li> <li>• Sandford Lock</li> <li>• Osney Lock</li> </ul>	

### River Cherwell

List of Hazards	People at risk	Risk control	Further action
Punters	All participants	Coach to ensure participants know to avoid getting too close to punts etc.	
Bridges - all bridges are hazards especially those with narrow arches	All participants	Ensure that participants are aware of the dangers of water near and under local bridges <ul style="list-style-type: none"> <li>• Magdalen bridge</li> </ul>	
Weirs - all weirs are hazards	All participants	Ensure that participants are aware of the dangers associated with local weirs	

		<ul style="list-style-type: none"> <li>• University Parks with rollers</li> <li>• Along Mesopotamia</li> </ul>	
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### Canal Circuit

List of Hazards	People at risk	Risk control	Further action
Canal boats	All participants	Coach to ensure participants know to keep to the right hand side of the canal	
Bridges - all bridges are hazards especially those with narrow arches	All participants	Ensure that participants are aware of the dangers of water near and under local bridges	
Locks - all locks present hazards in use.	All participants	Ensure that participants are aware of the dangers associated with local locks along the canal and at: <ul style="list-style-type: none"> <li>• King's Lock</li> <li>• Duke's cut</li> <li>• Gosford</li> </ul>	

### Lasher Mill Stream

List of Hazards	People at risk	Risk control	Further action
Overhanging trees	All participants	Coach to ensure participants are told to keep away from low hanging trees	
Weirs - all weirs are hazards	All participants	Ensure that participants are aware of the dangers associated with local weirs <ul style="list-style-type: none"> <li>• The Lasher</li> <li>• The Double</li> <li>• The Treble</li> </ul>	Paddlers should not go downstream of the large pipe crossing the back stream above the Lasher as it leads to the top of the double and treble weirs. This is a great danger in strong flow.
Old swimming pool – old supports for platforms slightly submerged – causing obstructions	All participants	Coaches to inform participants of obstructions.	

#### Additional Risk Assessments:

Offsite Activity

Travel

Trailer