


Location:	Leicester Outdoor Pursuits Centre	Date of Assessment:	1/4/10	Last Reviewed:	Dec 24 CM	Name of Assessor:	David Robinson
Activity:	Canoeing, Kayaking and Bell Boating	Assessment Reference No:	4.9			Signature of Assessor:	

HAZARD	CONTROL MEASURES
Water/ Drowning	<ul style="list-style-type: none"> • All persons on the river are to wear a correctly fitted buoyancy aid checked by an Instructor. • Boats need to be checked in line with training by an Instructor • prior to use. • It is the responsibility of the Instructor to decide whether helmets are necessary except when practising rescue techniques, using weirs or whilst on moderate water, when helmets are compulsory. • Persons need to be suitably dressed for the prevailing and expected conditions. • Maximum number in group as per Operating Procedures. • Instructors must only be operating with up to date qualifications and within their remit. • Instructors must be of suitable health and fitness to enable them to perform rescues effectively. • Annual check to be made of all equipment and recorded.
River obstacles	<ul style="list-style-type: none"> • River debris causing obstruction to be removed or reported to the Environment Agency and Canal and Rivers Trust. • Jump areas to be inspected for hazards prior to any jumping in activities. • Instructor to be aware of any obstructions and brief the group accordingly. • Depth to be checked to a minimum of 1m before jumping in permitted. • Participants must enter the water feet first.
Other paddlers	<ul style="list-style-type: none"> • Instructor needs to be aware of the possibility of bottlenecks and other groups and should act accordingly. • Instructors to brief groups on use of paddles. • Participants to be warned about finger entrapment when close to shore, other boats or pontoons. • Instructors to be aware of Soar Valley racers in the evenings and to manage groups accordingly, keeping on the outside of bends.
Trapped body part	<ul style="list-style-type: none"> • Participants to be warned about finger entrapment when close to shore, other boats or pontoons where appropriate.. • Land based capsize drill prior to launching, for those new to closed cockpit Kayaks
Other river traffic	<ul style="list-style-type: none"> • Instructors must mention this hazard in their safety briefing. • Instructor to pay particular attention to any oncoming river traffic. • Participants to be advised to move to safe side of river on approach of river traffic. • Instructors should take greater care at higher risk areas e.g. river bends. • Any river traffic observed to be travelling too fast to be requested to slow down.
Weather	<ul style="list-style-type: none"> • Persons to be suitably dressed including waterproofs / hats etc. where necessary. • Instructor must carry emergency equipment in line with training. • In cold conditions Instructors must take appropriate steps to minimise the likelihood of participants falling in.
River borne diseases /	<ul style="list-style-type: none"> • Clients must be strongly advised to shower with soap after activity. • Advise clients to thoroughly wash hands on completion of task and before consuming food or drink.



bacterial infections / Sharps	<ul style="list-style-type: none"> • Clients identified with open cuts or grazes encouraged to cover with waterproof dressing prior to the activity, clean well and apply fresh dressing after activity. • All clients must be made aware of water borne diseases and their prevention. Reminder posters in place in the changing rooms. • Discourage capsizes after high water conditions. • DM to assess water quality and conditions daily, and advise on “Jumping in” • All participants to wear appropriate footwear at all times. • Participants to be warned not to handle litter or debris found in the river.
Lifting	<ul style="list-style-type: none"> • Advice on manual handling must be given before moving boats. • When moving boats they must be held in an appropriate way according to training. • Empty water from boats in an appropriate manner prior to lifting. • Foam buoyancy to be included in open canoes when on white water.
Weirs and seal launching	<ul style="list-style-type: none"> • Canoes should not be used for seal launching. • Kayaks only to be seal launched at specific ‘seal launch area’. • Participants to be sitting correctly inside boat. • Do not seal launch with boat in reverse. • Only appropriately qualified coaches to take groups over weirs. • All other coaches must maintain a safe distance from weirs. • Weirs must be inspected prior to running and only run if there is adequate water. • Helmets to be worn by all participants when shooting or playing in weirs. • Bell Boats not to be taken over weirs or seal launched.
Locks	<ul style="list-style-type: none"> • Instructor must be in a position to stop the flow of water quickly if there is an incident • Participants must not be in canoes or kayaks when boats are in locks. • Participants may stay on the Bell Boat if their Instructor is staying on with them at all times. • Participants must remain on one side and not cross the lock. • Appropriate group management must be used whilst around the lock. • Exceptions to these rules may occur with prior agreement of the technical adviser if it deemed a safer option.
Group dispersal	<ul style="list-style-type: none"> • Instructor should seek advice from visiting staff on the likelihood of the group splitting up. • Instructor should do everything they can to ensure members of the group remain within line of sight. • Instructors must brief the group on the danger of paddling off. • Lower ratios should be used for groups identified as higher risk.
Fast flowing river	<ul style="list-style-type: none"> • Instructors must consider both their remit and the ability of the group when deciding whether to launch. • If in doubt, discuss the matter with Centre Management. • See separate Risk Assessment for White Water.
Safeguarding children	<ul style="list-style-type: none"> • Holiday Scheme River Trips to Abbey Park must have a minimum of 2 staff supervising, to allow adequate supervision during toilet breaks. *exceptions to this maybe made with prior agreement with the management.
Paddling in low light.	<ul style="list-style-type: none"> • Participants to be equipped with some form of illumination, such as PFD lights or torches. • Instructor to brief group about keeping together prior to getting on the water • Instructor must carry a torch • Boats / participants should be counted on and off the water, and at regular intervals throughout the session.

	<ul style="list-style-type: none"> • Discuss the use of whistles and use of river signals • Instructor to set clear boundaries for the group, e.g. stay downstream of the instructor. • Instructors to be aware of Soar Valley racers in the evenings and to manage groups accordingly, keeping on the outside of bends. • Group advised to stay in the middle of the river on straight sections to avoid overhanging branches and other debris.
Further risks	<ul style="list-style-type: none"> • All risks should be minimised by continual appraisal of participant's condition, the environment and equipment through dynamic risk assessment by the staff members involved. • Some risk remains due to the nature of the activity but every care must be taken to minimise these.

