


Location:	Leicester Outdoor Pursuits Centre	Date of Assessment:	1/4/10	Last Reviewed: December 19	Name of Assessor:	Ed Sibson
Activity:	Canoeing, Kayaking and Bell Boating	Assessment Reference No:	4.9		Signature of Assessor:	

HAZARD	CONTROL MEASURES
Water	<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. ▪ 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 Environment Agency and Canal and Rivers Trust. ▪ Instructor to be aware of obstructions and act accordingly. ▪ Jump areas to be inspected for hazards prior to any jumping in activities.
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.
Trapped body part	<ul style="list-style-type: none"> ▪ Participants to be warned about finger entrapment when close to shore, other boats or pontoon. ▪ Painters to be neatly stowed at either end of the boats
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 and to be reported to the Canal and Rivers Trust if necessary.
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 / bacterial infections / Sharps	<ul style="list-style-type: none"> ▪ Clients must be strongly advised to shower with soap after activity if they have fallen into the water or gotten excessively wet. ▪ Advise clients to thoroughly wash hands on completion of task and before consuming food or drink. ▪ Clients encouraged to cover any cuts or grazes 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. ▪ Discourage capsizes after high water conditions. ▪ All participants to wear appropriate footwear at all times. ▪ Participants to be warned not to handle litter or debris found in the river, unless taking part in specific litter picking session.
Lifting	<ul style="list-style-type: none"> ▪ Advice on manual handling must be given before moving boats.



	<ul style="list-style-type: none"> ▪ 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'. ▪ One boat at a time to be seal launched. ▪ 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 this may occur with prior agreement of the technical adviser.
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 higher risk groups.
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 must have a minimum of 2 staff supervising.
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.