

<b>Location:</b>	Leicester Outdoor Pursuits Centre	<b>Date of Assessment:</b>	1/4/10	<b>Last Reviewed:</b> March 2021	<b>Name of Assessor:</b>	David Robinson
<b>Activity:</b>	Canoeing, Kayaking and Bell Boating	<b>Assessment Reference No:</b>	4.9		<b>Signature of Assessor:</b>	

<b>HAZARD</b>	<b>CONTROL MEASURES</b>
Water/ Drowning	<ul style="list-style-type: none"> <li>▪ All persons on the river are to wear a correctly fitted buoyancy aid checked by an Instructor.</li> <li>▪ Boats need to be checked in line with training by an Instructor prior to use.</li> <li>▪ Persons need to be suitably dressed for the prevailing and expected conditions.</li> <li>▪ Maximum number in group as per Operating Procedures.</li> <li>▪ Instructors must only be operating with up to date qualifications and within their remit.</li> <li>▪ Instructors must be of suitable health and fitness to enable them to perform rescues effectively.</li> <li>▪ Annual check to be made of all equipment and recorded.</li> </ul>
River obstacles	<ul style="list-style-type: none"> <li>▪ River debris causing obstruction to be removed or reported to the Environment Agency and Canal and Rivers Trust.</li> <li>▪ Instructor to be aware of obstructions and act accordingly.</li> <li>▪ Jump areas to be inspected for hazards prior to any jumping in activities.</li> </ul>
Other paddlers	<ul style="list-style-type: none"> <li>▪ Instructor needs to be aware of the possibility of bottlenecks and other groups and should act accordingly.</li> <li>▪ Instructors to brief groups on use of paddles.</li> <li>▪ Participants to be warned about finger entrapment when close to shore, other boats or pontoon.</li> </ul>
Trapped body part	<ul style="list-style-type: none"> <li>▪ Participants to be warned about finger entrapment when close to shore, other boats or pontoon.</li> <li>▪ Painters to be neatly stowed at either end of the boats</li> </ul>
Other river traffic	<ul style="list-style-type: none"> <li>▪ Instructors must mention this hazard in their safety briefing.</li> <li>▪ Instructor to pay particular attention to any oncoming river traffic.</li> <li>▪ Participants to be advised to move to safe side of river on approach of river traffic.</li> <li>▪ Instructors should take greater care at higher risk areas e.g. river bends.</li> <li>▪ Any river traffic observed to be travelling too fast to be requested to slow down.</li> </ul>
Weather	<ul style="list-style-type: none"> <li>▪ Persons to be suitably dressed including waterproofs / hats etc. where necessary.</li> <li>▪ Instructor must carry emergency equipment in line with training.</li> <li>▪ In cold conditions Instructors must take appropriate steps to minimise the likelihood of participants falling in.</li> </ul>
River borne diseases / bacterial infections / Sharps	<ul style="list-style-type: none"> <li>▪ Clients must be strongly advised to shower with soap after activity.</li> <li>▪ Advise clients to thoroughly wash hands on completion of task and before consuming food or drink.</li> <li>▪ 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.</li> <li>▪ All clients must be made aware of water borne diseases and their prevention. Reminder posters in place in the changing rooms.</li> <li>▪ Discourage capsizes after high water conditions.</li> <li>▪ DM to assess water quality and conditions daily, and advise on "Jumping in"</li> <li>▪ All participants to wear appropriate footwear at all times.</li> <li>▪ Participants to be warned not to handle litter or debris found in the river.</li> </ul>



Lifting	<ul style="list-style-type: none"> <li>▪ Advice on manual handling must be given before moving boats.</li> <li>▪ When moving boats they must be held in an appropriate way according to training.</li> <li>▪ Empty water from boats in an appropriate manner prior to lifting.</li> <li>▪ Foam buoyancy to be included in open canoes when on white water.</li> </ul>
Weirs and seal launching	<ul style="list-style-type: none"> <li>▪ Canoes should not be used for seal launching.</li> <li>▪ Kayaks only to be seal launched at specific 'seal launch area'.</li> <li>▪ One boat at a time to be seal launched.</li> <li>▪ Participants to be sitting correctly inside boat.</li> <li>▪ Do not seal launch with boat in reverse.</li> <li>▪ Only appropriately qualified coaches to take groups over weirs.</li> <li>▪ All other coaches must maintain a safe distance from weirs.</li> <li>▪ Weirs must be inspected prior to running and only run if there is adequate water.</li> <li>▪ Helmets to be worn by all participants when shooting or playing in weirs.</li> <li>▪ Bell Boats not to be taken over weirs or seal launched.</li> </ul>
Locks	<ul style="list-style-type: none"> <li>▪ Instructor must be in a position to stop the flow of water quickly if there is an incident</li> <li>▪ Participants must not be in canoes or kayaks when boats are in locks.</li> <li>▪ Participants may stay on the Bell Boat if their Instructor is staying on with them at all times.</li> <li>▪ Participants must remain on one side and not cross the lock.</li> <li>▪ Appropriate group management must be used whilst around the lock.</li> <li>▪ Exceptions to this may occur with prior agreement of the technical adviser.</li> </ul>
Group dispersal	<ul style="list-style-type: none"> <li>▪ Instructor should seek advice from visiting staff on the likelihood of the group splitting up.</li> <li>▪ Instructor should do everything they can to ensure members of the group remain within line of sight.</li> <li>▪ Instructors must brief the group on the danger of paddling off.</li> <li>▪ Lower ratios should be used for higher risk groups.</li> </ul>
Fast flowing river	<ul style="list-style-type: none"> <li>▪ Instructors must consider both their remit and the ability of the group when deciding whether to launch.</li> <li>▪ If in doubt, discuss the matter with Centre Management.</li> <li>▪ See separate Risk Assessment for White Water.</li> </ul>
Safeguarding children	<ul style="list-style-type: none"> <li>▪ Holiday Scheme River Trips must have a minimum of 2 staff supervising.</li> </ul>
Further risks	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ Some risk remains due to the nature of the activity but every care must be taken to minimise these.</li> </ul>