****

**Student Activities Risk Assessment**

Use this form for any event run by a Club or Society. Please complete this form **electronically** and return it to the Student Activities Manager ([groups@susu.org](mailto:groups@susu.org)) at least **3 full weeks** prior to the event. One form should be used for **each** project/event/activity.

|  |  |
| --- | --- |
| **Club/Society details** | |
| Your contact name (individual): Catherine Tappenden | |
| Your Club/Society (if applicable): SUCP (CANOE POLO) | |
| Soton email address: sucp@soton.ac.uk | Phone number: 07757357164 |

|  |  |
| --- | --- |
| **About the event/activity** | |
| Event title: Regular Training | |
| Date(s) of event: 6/9/19 – 24/06/20 | |
| Start time: Tuesday 9 pm, Saturday 8 pm & Sunday 12:30 pm | Finish time: Tuesday 10 pm, Saturday 10 pm & Sunday 2 pm |
| Location of the activity: JUBILEE SWIMMING POOL | |

|  |
| --- |
| **Please describe the activity you are running** |
| This applies to any training session undertaken at the pool. Sessions can consist of a mixture of drills, paddling skills practice or games. Sessions are only undertaken with at least 4 club members present, of which one must be deemed experienced or qualified to run the session. Most of the time, most of the club will attend the session and several instructors and experienced members will be present. It is only in the event of a competition taking members away that low turnout might be expected; however, sessions are more likely to be cancelled in such an event. | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RISK GRADING SYSTEM**  Identify from the list of categories listed in the column opposite which description best fits the risk you are assessing.  Now look at the column below to determine the impact or possible impact.  Reading down from the top row and across from the side row will give a risk score and a risk colour. | **INSIGNIFICANT (1)**  **No identifiable;**  **Ill Health** or **Injury** (emotional, psychological or physical)  **Property** or other damage or  **No disruption** to Service  **Finance** Less than £100 (can be resolved at department level) | **MINOR (2)**  **Not permanent (Probably be resolved in one month) ;**  **Ill Health** or **Injury** (emotional, psychological or physical)  **Property** or other damage and **continuation of service**  **Finance** Less than £1,000 but greater than £100 | **MODERATE (3)**  **Semi-permanent (likely to be resolved within one year)**  **Ill Health** or **Injury** (emotional, psychological or physical)  **Property** or other damage or  **Restricted service.**  **Local adverse publicity**  **Finance** Less than £10,000 but greater than £1,000 | **MAJOR (4)**  **Permanent (Loss of function) ;**  **Ill Health** or **Injury** (emotional, psychological or physical)  **Property** or other damage or  **Temporary** Service closure  **National adverse publicity**  **Finance** Less than £100,000 but greater than £10,000 | **CATASTROPHIC (5)**  **Death;**  **Ill Health** (emotional, psychological or physical)  **Property** or other damage or  **Extended Service closure**  **International** **adverse publicity**  **Finance** greater than £100,000 |
| **CERTAIN (5)**  This type of event will happen (and frequently) | **5** | **10** | **15** | **20** | **25** |
| **HIGH PROBABILITY (4)**  This type of event may happen (50/50 chance) | **4** | **8** | **12** | **16** | **20** |
| **POSSIBLE (3)**  This type of event may happen (occasionally) | **3** | **6** | **9** | **12** | **15** |
| **UNLIKELY (2)**  This type of event is unlikely to happen (remote chance) | **2** | **4** | **6** | **8** | **10** |
| **RARE (1)**  Cannot believe this type of event will happen (in the foreseeable future) | **1** | **2** | **3** | **4** | **5** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Hazards** | **Control Measures.**  (These can also be supported by documents such as policies and safe working practice) | Calculation of Risk (Likelihood x Severity = Overall Risk Rating) | | | **Risk Acceptable?**  Y/N |
| Likelihood | Severity | Overall Risk Rating |
| Slipping on the poolside | Obey pool rules. Do not run. | 2 | 2 | 4 | Y |
| Capsizing in control | Players are taught and tested on how to capsize safely. Players will instinctively avoid falling on things. Also taught on a 1-1 basis, so coach will be in the water to right the boat in case of emergency. | 5 | 1 | 5 | Y |
| Capsizing out of control | Players will be taught about bracing; onlookers and the referees will be prepared to help. | 3 | 2 | 6 | Y |
| Capsizing dangerously out of control | Due to injury or ill health. Onlookers and the referees will be prepared to help. | 1 | 3 | 3 | Y |
| Need to eject while capsized | Ensure all kayakers are competent and briefed in what to do in such an event. Paddlers must complete a capsize drill with a spray deck before being allowed to paddle on their own. | 5 | 1 | 5 | Y |
| Entrapment in boat on capsize | Teach capsize drill and rolling. Boats are easy to exit. Appropriate supervision and wear appropriate footwear. New members should be closely watched to ensure they can safely eject. In addition to this experienced members of the club on and off the water are trained to rescue entrapped player, either by pulling deck or by rolling them back up in a controlled manor. | 1 | 4 | 4 | Y |
| Paddler unconscious in the water | Helmets, buoyancy aids and rules of the game obeyed to avoid this eventuality. Members always watching players, any dangerous play results in immediate expulsion from the session. Life Guards present. Experienced members of club trained to upturn capsized kayaks. | 1 | 4 | 4 | Y |
| Capsize onto boats or pool walls | This is against the rules and serious sanctions in place to penalise any players who push someone onto poolside walls or other boats. Unlikely event and in the case that it does occur protective gear including protective helmets with faceguards and padded buoyancy aids will protect player from harm. | 2 | 2 | 4 | Y |
| Being hit by a paddle or ball | Rules on contact during the sport must be obeyed. Helmets, buoyancy aids and appropriate rash vest or t-shirts should be worn. Those watching poolside must keep away from the water but be aware of potential for missed passes to send balls their way | 3 | 2 | 6 | Y |
| Collisions of boats | Rules on contact during the sport must be obeyed. Boats must be properly padded and adjusted before use. | 4 | 2 | 8 | Y |
| Boat on body contact | Rules on contact during the sport must be obeyed. Boats must be properly padded and adjusted before use. Players taught how to edge their boats to avoid being hit and how to dip their boats to avoid hitting bodies. Contact at angles near 90 degrees is forbidden. | 4 | 2 | 8 | Y |
| Dehydration or fatigue | Rotate through all the members present at a session for turns on the water and allow breaks in play to allow members to stretch and drink as needs be. Encourage players to eat sensibly before arriving. | 1 | 2 | 2 | Y |
| Being hit by boat or paddle while coaching (helping people roll or capsize) | Experienced members are trained to coach whilst keeping themselves safe by being aware of surroundings and by ensuring that they do not stand in the path of the student’s paddle.  In addition to this a coaching carried out in a “coaching only” area of the pool, allowing experienced members to safely be in the pool alongside those in boats who are being trained.  Only boats moving at a slow speed are allowed in this zone. | 2 | 2 | 4 | Y |
| Being hit by boat or paddle whilst swimming during a game | Normally, no one is permitted to swim whilst gameplay is occurring.  Only experienced members may enter the pool during a game to upright or rescue a distressed paddler if those on the water are unable to do so.  In this case play will be immediately stopped by the referee and other players to allow the swimming coach to safely rescue the distressed player.  It is worth noting that this is only likely to occur in sessions after a new intake of players, after this players on the water will be sufficiently trained to rescue the distressed paddler. | 2 | 3 | 6 | Y |
| Lifting boats and equipment poolside including emptying water from boats and set up/pack up of equipment | Where possible boats full of water will be emptied by two people and training on lifting will be given to newcomers to the sessions. | 5 | 1 | 5 | Y |
| Collisions poolside of boats/goals with people when carrying | Care will be taken by the people carrying equipment to watch out for others and anyone not carrying equipment will be told to stand out of the way so as to avoid issues. | 2 | 2 | 4 | Y |
| Existing medical conditions | Medical consent forms will be checked prior to sessions taking place and appropriate action will be taken thereafter. | 3 | 2 | 6 | Y |
| Standing on foreign objects including broken pool tiles | The poolside will be kept clear of foreign objects and trip hazards and any broken pool tiles or pool fittings will be reported to the pool staff alongside all the people at the session. | 2 | 2 | 4 | Y |
| Injury due to faulty equipment or incorrect use | Kit secretary frequently makes repairs and session lead is responsible for removing faulty equipment from play and making a note of the fault so that it can be repaired or replaced.  Additionally newcomers to the club are instructed on how to correctly wear and tighten equipment so that it provides the correct protection and is comfortable to wear/use. | 2 | 2 | 4 | Y |
| Goal keeping from the side with legs in the pool being hit by boat or paddles | In the event of a damaged boat, there may be the need to have a goalkeeper sitting on the side under the net.  Where possible this person will keep their legs out of the water and players will be made aware of the situation and told to avoid the area.  The referee will be particularly strict on calling fouls and stopping play if a player becomes too close the goalkeeper’s legs.  Additionally the goalkeeper will be required to wear a helmet to protect them from harm.  Very rare now we have more than 10 pool boats available (5 a side sport) | 1 | 2 | 2 | Y |
| Club members sitting on the side being hit by boats or paddles | During play, people not refereeing or playing should stand clear of the pool edge to avoid issues.  During coaching it is acceptable for people to be near the pool edge to watch, encourage and give tips to players, however people should stay alert and where possible keep legs and arms out of the pool. | 1 | 2 | 2 | Y |

Risk assessment reviewed by:

Reviewed by Activities Officer (Where appropriate)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Click here to enter text. | Dated | Click here to enter text. | Next Review Date | Click here to enter text. |
| Comments/Observations Click here to enter text. | | | | | |

SUSU Health and Safety Manager

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name | Click here to enter text. | Dated | Click here to enter text. | Next Review Date | Click here to enter text. |
| Comments/Observations Click here to enter text. | | | | | |