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| **Risk Assessment** | | | | |
| **Risk Assessment for the activity of** | **Canoe Polo Club – BUCS 2022** | | **Date** | **6/05/2022 – 8/05/2022** |
| **Unit/Faculty/Directorate** | **Hollie Jackson – Secretary** | **Assessor** | **Hollie Jackson** | |
| **Individual/Coach** | **Rowan Kettle - President** | **Signed off** | **Rowan Kettle** | |
| **Line Manager/Supervisor** |  | **Signed off** |  | |

**Pitches:**

British Canoeing Canoe Pitches,

British Canoeing Canoe Pitches,

National Water Sports Centre,

Holme Pierrepont, Nottingham,

NG4 2JY

**Camping:**

Holme Pierre Point Campsite

Adbolton Ln

West Bridgeford

Nottingham

NG2 5AX

Note the campsite prohibits open fires (mitigating burn risk on cooking) and specifies cooking equipment must be raised in order to prevent fires.

The Committee has further decided that we will not be cooking at the campsite, so there is virtually no risk of fire (and it is therefore not included in this assessment past this point)..

Vehicles are also restricted in where parking is allowed, reducing the risk of injury at the campsite.

This Risk Assessment is acting as a ‘tournament specific’ supplementary RA to the most recently uploaded General RA on SUSU entitled *‘*[*October Edit to RA (12/10/2021)*](https://www.susu.org/groups/risk/196_1634035298.docx)*’,* in particular the ‘training’ section pertains most in this case. The tournament is played on outdoor pitches, as with river sessions. Location specific alterations are found in the ‘Tournament’ section of this risk assessment.

All club members will be instructed to read this Risk assessment before the tournament

| ***PART A*** | | | | | | | | | | |
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| **(1) Risk identification** | | | **(2) Risk assessment** | | | | **(3) Risk management** | | | |
| **Hazard** | **Potential Consequences** | **Who might be harmed**  **(user; those nearby; those in the vicinity; members of the public)** | **Inherent** | | |  | **Residual** | | | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| **Travel** |  |  |  |  |  |  |  |  |  |  |
| Travel to the tournament | Road accidents | Members of the public. People in the car/van/minibus. | **1** | **5** | **5** | Always follow the highway code.  Do not drive having consumed alcohol.  Ensure regular breaks to avoid tiredness, these are also to be encouraged by persons in the vehicle and the committee.  Where possible, have multiple drivers per vehicle  Leave enough time for the journey and plan the route beforehand to avoid rushing | **1** | **5** | **5** | * Call emergency services as required 111/999 |
| Travel | Virus Transmission | Members of the public. People in the vehicle | **3** | **4** | **12** | If symptomatic, do not travel and self-isolate  Sanitise regularly, wear face coverings and open windows for ventilation  Encourage walking, cycling and other personal transport where possible.  Lateral flow test required before tournament | **2** | **4** | **8** |  |
| Boats falling off transport | Damage to vehicle and other vehicles.  Road accidents  Damage to equipment | Members of the public. People in the car. | **2** | **3** | **6** | Ensure thorough strapping of boats and train members to do this safely.  A second person (usually the driver) is then responsible for checking this before departing  Front seat passenger then checks to ensure security of fastenings throughout journey, and the car stops as soon as safe to if the fastenings loosen to allow boat movement | **1** | **3** | **3** | * Call emergency services as required 111/999 |
| **Camping** |  |  |  |  |  |  |  |  |  |  |
| Security of tents | Theft of personal or club belongings (i.e. kit).  Risk of violence. | Attendees of the tournament.  Public using campsite. | **2** | **4** | **8** | Ensure valuable belongings are kept in a locked car, either at pitch side or campsite parking (at the owner’s prerogative).  Overnight store boats and kit in safe place, i.e. van or tent where their absence will be quickly noticed or they are ‘secure’. | **1** | **4** | **4** | * Call emergency services as required 111/999 |
| Issues to attendees’ welfare in the tents. | People could get aggravated at each other in respective tents etc. | Attendees of the tournament. | **2** | **4** | **8** | Adopt a certain fluidity as to tent allocations.  Ensure the attendees know who they can talk to if an issue arises in order to deal with it quickly.  Welfare action plan has been created with potential issues that may arise and how to sort them. | **1** | **4** | **4** | * Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident) * Call emergency services as required 111/999 * Committee WIDE training |
| Attendee starts to exhibit COVID symptoms whilst at the tournament. | Virus transmission across attending members, further complications due to covid. | Attendees | **3** | **2** | **6** | Lateral flow testing encouraged before the event by both SUCP and event organisers.  If member is exhibiting symptoms, mask wearing in cars encouraged.  Lateral flow tests to be brought with so that a test can be done if needed.  Members will be encouraged to keep distance from a member who is exhibiting symptoms of the virus.  If the member wishes, the club can organise transport back to Southampton. | **3** | **1** | **3** | All students and staff accessing UoS campuses and facilities are expected to test weekly for COVID-19 with the Saliva Testing Programme. For new arrivals, we are also offering a blended testing approach with Saliva testing once weekly, and LFD testing twice weekly.  Link to UoS testing page found here: <https://www.southampton.ac.uk/coronavirus/covid-testing.page>   * Call emergency services as required 111/999 |
| Injury caused by trip hazards (i.e. guide ropes). | Broken bones  Bruising | Attendees of the tournament  General public. | **3** | **3** | **9** | Encourage members to keep a tidy sleeping area and pitch site.  Committee to identify any significant tripping hazards and mitigate them (i.e. marking with high vis.), in addition to raising awareness and ensuring a clear route to and from tent entrances. | **2** | **3** | **6** | * Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident) * Call emergency services as required 111/999 |
| Alcohol consumption | Participants may become at risk as a result of alcohol consumption.  Poor decision making.  Lack of coordination, leading to increase injury risk. | Tournament attendees | **3** | **5** | **15** | Members are responsible for their individual safety and are expected to act sensibly when consuming alcohol.  Initiation behaviour not to be tolerated and drinking games to be discouraged.  Committee to identify individuals who appear to have drunk too much and indicate for them to stop, as well as offering them water etc. | **2** | **5** | **10** | * Follow [SUSU incident report policy](https://www.susu.org/groups/admin/howto/protectionaccident) * Call emergency services as required 111/999 * Committee WIDE training * Excessive noise after 10:30pm is prohibited by the campsite, this encourages good behaviour and limits the extent of alcohol consumption (for the most part). |
| Virus transmission | Individuals catching coronavirus whilst staying in the tents | Attendees camping | **2** | **4** | **8** | Encourage use of outdoor space during duration of camping.  Lateral flow test being required before the tournament. Members are also encouraged to be vaccinated. | **2** | **4** | **8** | All students and staff accessing UoS campuses and facilities are expected to test weekly for COVID-19 with the Saliva Testing Programme. For new arrivals, we are also offering a blended testing approach with Saliva testing once weekly, and LFD testing twice weekly.  Link to UoS testing page found here: <https://www.southampton.ac.uk/coronavirus/covid-testing.page> |
| Weather | Hypothermia or overheating. Flooding or dampness in tents, affecting attendees kit and therefore preparedness for the following day(s). | Camping Attendees | **2** | **4** | **8** | Wind: nominal at campsite due to sheltering  Temperature: attendees advised to bring sufficient clothing and camping kit (appropriate sleeping bag and roll mat (and tent in some cases)). Forewarning shall be given on the forecast closer to the date.  Precipitation:  Tents checked for weather resistance prior to the event.  Foil blanket and spare kit to be taken by committee members. | **1** | **3** | **3** | - Call emergency services as required 111/999  - Campsite provides warm shower facilities and shelter  - possibility of sleeping in cars/vehicles is necessary |
| Tournament |  |  |  |  |  |  |  |  |  |  |
| Injury due to gameplay | Severe injury | Players | **4** | **5** | **20** | All players to be aware of the rules and their necessity in reducing the risk of game play.  All players to abide by the rules and be supervised by the referees during gameplay to ensure the rules are followed.  Removal from the tournament of players who fail to do this to a punishable (deliberate, dangerous, repeated) extent.  Correct kit to be worn at all times during gameplay and on the water. | **2** | **4** | **8** | * Emergency first aid equipment is available from reception at the Water Park. * First aid kits to be available pitch side * Staff trained in first aid available at the event. * Call emergency services as required 111/999 |
| Long standing injury or minor severe injuries with no open wounds. | Repetitive strain  Aggravation of prior injuries  Sprains/strains or similar minor injuries. | players | **4** | **3** | **12** | Awareness of relevant prior injuries on entrance to club, and continuing injuries through the course of membership and training.  Potential removal from gameplay for the remainder of the tournament, on medical suggestion or in regards to player’s wellbeing. | **2** | **3** | **6** | * Transport to close minor injuries as needed to be arranged by committee. Address: Seaton House, City Link, Nottingham NG2 4LA * Emergency first aid equipment is available from reception at the Water Park. * First aid kits to be available pitch side * Staff trained in first aid available at the event. * Call emergency services as required 111/999 |
| Open wounds | Diseases and infections | players | **3** | **4** | **12** | Affected player to ensure the dressing and disinfecting of open wounds prior to gameplay.  Suggesting no/limited gameplay to larger open wounds. | **1** | **3** | **3** | * Transport to close minor injuries as needed to be arranged by committee. Address: Seaton House, City Link, Nottingham NG2 4LA * Emergency first aid equipment is available from reception at the Water Park. * First aid kits to be available pitch side |
| Water | Drowning, due to possible head injury of inability to swim sufficiently or being trapped or pinned. | Players  Attendees  Referees | **2** | **5** | **10** | All players to be aware of the rules and their necessity in reducing the risk of game play, and to abide by them in order to prevent disabling injuries.  Referees to mind their own safety pitch side foremost, and control gameplay to ensure safety of player and themselves.  Attendees (non-players) to keep clear of gameplay and referees in accordance to the rules of gameplay.  Approved buoyancy aids and kit to be worn on the water and pitch side.  Players ensured capable of swimming normally due to swim and safe capsize test on entry to the club.  Players to be capable of both signalling for a ‘T-rescue’ and both giving one and receiving one as per training through the club.  Players to be aware or signal if teammate or competitor is in distress. | **1** | **5** | **10** | * Kit must pass scrutineer in order to adhere to regulations set by the BCU before gameplay with said kit is allowed. * Staff trained in first aid available at the event. * Call emergency services as required 111/999 |
| Dehydration/Lack of sufficient food. | Fainting,  Dizziness  Headaches  More serious conditions | Attendees | **2** | **3** | **6** | Attendees to be informed of potential sources of food and water pitch side and prior to/on travel to the tournament.  Attendees to be advised prior to the tournament what meals will be provided and what will not, and be encouraged to bring (more than) sufficient snacks and drinks. | **1** | **3** | **3** | * Serco will be providing a catering van from 10am-3pm on Saturday & Sunday at the Canoe Polo Pitches selling burgers, chips and hot and cold drinks. |

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| ***PART B – Action Plan*** | | | | | | | |
| **Risk Assessment Action Plan** | | | | | | | |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | | **Review date** | **Outcome at review date** | |
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| Responsible manager’s signature:  Hollie Jackson | | | | | Responsible manager’s signature:  **Rowan Kettle** | | |
| Print name: Hollie Jackson | | | | Date:04/05/22 | Print name: **Rowan Kettle** | | Date: 04/05/2022 |

**Assessment Guidance**

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| 1. Eliminate | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls | Examples: training, supervision, signage |  |
| 1. Personal protection | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHOOD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** | | | | |

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| Impact | | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered. |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support. |
| 4 | Major | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work. |

Risk process

1. Identify the impact and likelihood using the tables above.
2. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.
3. If the risk is amber or red – identify control measures to reduce the risk to as low as is reasonably practicable.
4. If the residual risk is green, additional controls are not necessary.
5. If the residual risk is amber the activity can continue but you must identify and implement further controls to reduce the risk to as low as reasonably practicable.
6. If the residual risk is red do not continue with the activity until additional controls have been implemented and the risk is reduced.
7. Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.
8. The cost of implementing control measures can be taken into account but should be proportional to the risk i.e. a control to reduce low risk may not need to be carried out if the cost is high but a control to manage high risk means that even at high cost the control would be necessary.

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| Likelihood | |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |