



<b>Risk Assessment</b>			
<b>Risk Assessment for the activity of</b>	<b>River Trips</b>	<b>Date</b>	<b>13/09/23</b>
<b>Unit/Faculty/Directorate</b>	<b>Southampton University Canoe Club</b>	<b>Assessor</b>	<b>Connor McFarlane (President) Ayla Kuloglu (Vice President) Edward Charleton (Safety Secretary) Abigail Whitehead (Kit Secretary)</b>
<b>Line Manager/Supervisor</b>		<b>Signed off</b>	
<b>Reviewed by SQEP:</b>	<b>Euan Donovan-Hill</b>	<b>Comments:</b>	<b>British Canoeing Level 1 coach with 7 years of experience, WWSR, 2 day first aid and BC White Water Leader Training</b>
<b>Secondary SQEP review:</b>	<b>Max Smith</b>	<b>Comments:</b>	<b>WWSR, 2 day first aid</b>

Trips that take place on graded moving water, apart from Woodmill Weir on the River Itchen and artificial white water courses which have their own RAs.

Activities that take place include coaching, practice of skills such as bracing and rolling, paddling on graded river features, practising paddling technique and swimming ability.

Provisional dates to include scheduled trips on:

October Dart: 27/10/23 - 29/10/23

South Wales 1: 17/11/23 - 19/11/23

North Wales 2: 24/11/23 - 26/11/23

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X-Mas Dart: 8/12/23 - 10/12/23

Jan Dart: 26/1/24 - 28/1/24

Lakes: 9/2/24 - 11/2/24

South Wales 2: 16/2/24 - 18/2/24

North Wales 3: 1/3/24 - 3/3/24

Scotland: 29/3/23 - 7/4/24



Further dates may be added as the year progresses and these will be communicated to members, which may take place on any river in the UK, subject to the restriction that nobody on a club trip will paddle rivers above grade 4(5), unless they are themselves a leader/backer with the experience and judgement to make the decision for themselves about whether they are safe to paddle it due to the inherent level of danger on a grade 5 river. Paddlers will only be allowed to paddle rivers which they possess an appropriate level of skill and experience for in the opinion of the leaders and the committee.

Numbers / Groups: Under normal circumstances, each group taken on a river will have 1 SQEP leader, 1 SQEP backer per every two novices, with up to four intermediate paddlers (a maximum ratio of 2:6). If the river paddled is of the grade 2(3) or below, then the ratio of each group may be extended to 1 SQEP leader and 1 SQEP backer per every four novices, with up to two intermediate paddlers (a maximum ratio of 2:6), provided that the SQEP leader has undertaken the White Water Leader Qualification Training, and the SQEP backer is approved for this extended ratio by an SQEP leader with a White Water Leader Qualification. Under circumstances where no novices are in a group, it will be sufficient to have one leader for four intermediate paddlers (1:4). Where mixed craft are being used, the group leader should additionally have demonstrated competence in rescuing the other craft in use.

We define a Beginner/Novice as someone who is relatively new to white water, who may not always be able to control where they position their kayak or perceive hazards. They frequently swim and require close supervision.

An intermediate is anyone who can accurately control their kayak on white water. At the bottom end of this category, they may still swim however will be able to assist with their own rescue. At the top end of this category, any swims will be rare with a reliable roll, they will likely hold WWSR or equivalent and will be able to assist the leaders and backers with rescues.

We may contract out the leadership of river groups to external companies, in which case their risk assessment and insurance will take precedence for the group. However, we will exercise due diligence by asking to see their risk assessment to confirm that appropriate risk control measures are in place.

Medical history is/will be recorded when membership is paid or before the first river trip. Any changes to medical history are recorded once change has been notified.

All coaches will be asked to read the risk assessment and the current acting safety secretary will remind them not to act outside of its remit.

## **Guidance/standards/Reference documents:**

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This risk assessment was written using guidance from:

1. SUSU
2. <http://www.hse.gov.uk/Risk/faq.html>
3. <https://www.britishcanoeing.org.uk/uploads/documents/British-Canoeing-Environmental-Definitions-Deployment-Guidance-for-Instructors-Coaches-Leaders-Apr18-v1-1.pdf>

## Checks Schedule:

All kit will be checked twice a year in the club inventories. Any damage is reported, and kit is repaired or replaced before it is used again. The kit secretary is responsible for ensuring the inventories are carried out.

Before embarking on a trip, any boats that are being taken must be assessed as being worth for the river they are to be paddled on kit

Before anyone gets onto the river, an SQEP will check that kit is worn and fitted correctly and is suitable for purpose.

Safety kits and shelters taken on rivers are checked after each use and maintained by the safety secretary. Each river group will be given a safety kit and group shelter to take in their kayaks whilst on the river.

All new members of the club are checked that they are able to swim 50 metres. This is conducted in either their first pool or river session. Only members who have been swim checked are allowed to participate in club trips.

Annual Safety Talk is given at the beginning of each academic year. Attendance, or an induction with a SQEP covering the same content, is compulsory for all members. Attention is drawn to river safety procedures within this talk. No member is allowed on any river trips unless they have attended the safety talk.

Any incidents or near miss incidents that fall under this task are reported and reviewed in line with this risk assessment.

## Competence Requirements:

All committee members and coaches have the responsibility of completing all checks scheduled competently.

River Leaders and Backers are responsible for adhering to this risk assessment within their river groups.

Those running and helping to run the trips have had suitable kayaking experience to assess the quality of kit.

White Water Safety and Rescue (WWSR) must be possessed by all leaders. No person who is not already 'backing' will be allowed to do so without WWSR. Record is kept by the club in the form of a list of Leaders and Backers. The President holds responsibility to ensure this list is regularly updated.

In order for a member to lead or back, they must be approved by both the committee and at least two existing high-level leaders and that leaders are expected to be at/exceed the ability of the BC white water leader qualification. Whilst leaders are not expected to hold the qualification, due to a high cost requirement, they must be of that ability.



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Safety Kits are to be maintained by the safety secretary, where kit is used, members are to inform the safety secretary in a timely manner.





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			<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>l</b> <b>i</b> <b>h</b> <b>o</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>i</b> <b>t</b>	<b>S</b> <b>o</b> <b>r</b> <b>e</b>		<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>l</b> <b>i</b> <b>h</b> <b>o</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>i</b> <b>t</b>	<b>S</b> <b>o</b> <b>r</b> <b>e</b>	
Transmission/ contraction of Covid 19.	Members contracting COVID-19 and falling ill.	Everyone.	3	2	6	<p><b>All members should be aware of the current COVID-19 guidelines laid out by the government and we expect them to abide by these.</b></p> <p><b>If a member is displaying symptoms or have tested positive for COVID-19, they will be asked not to attend.</b></p>	2	2	4	



<p>Overexertion whilst paddling.</p>	<p>Overheating, hyperthermia and dehydration.</p>	<p>The paddler</p>	<p><b>3</b></p>	<p><b>4</b></p>	<p><b>12</b></p>	<p><b>Experienced kayakers are trained to look for common signs of discomfort in other paddlers.</b></p> <p><b>Club members are encouraged to take water with them in boats and communicate if they are beginning to feel too hot.</b></p> <p><b>Club members are advised on what the weather/water conditions are like before leaving for the trip, and to therefore pack appropriately.</b></p> <p><b>Club members will be advised that in emergencies it is possible to exit the river part way through and walk off if needed</b></p> <p><b>On longer rivers, efforts to be made to ensure a vehicle is placed at an appropriate location other than the get on/off for evacuation.</b></p> <p><b>River leaders are advised to carry additional fluids for anyone suffering from overheating.</b></p>	<p><b>2</b></p>	<p><b>3</b></p>	<p><b>6</b></p>	<p>First aiders will be present in river groups to help mitigate and prevent the onset of hyperthermia.</p> <p>Welfare secretary to have attended SUSU training to be better equipped help the people affected in the aftermath.</p>
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<p>Capsizing.</p>	<p>Head injuries as a result of hitting rocks or other debris underwater.</p> <p>Bumps, cuts, grazes and other injuries from rocks or other debris.</p>	<p>The paddler.</p>	<p><b>3</b></p>	<p><b>4</b></p>	<p><b>12</b></p>	<p><b>Members must attend the annual safety talk and be briefed before entering the water at the beginning of a trip.</b></p> <p><b>Paddlers are advised to tuck forward when capsizing to help mitigate injury.</b></p> <p><b>There will be a first aid trained person in every river group, and at least two first aiders on a trip, who are trained in recognising the symptoms of a concussion.</b></p> <p><b>Ensure that PPE such as buoyancy aids and helmets are always worn when paddling.</b></p>	<p><b>2</b></p>	<p><b>2</b></p>	<p><b>4</b></p>	
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Capsizing resulting in a swim.	Harm from exiting a boat unintentionally, cuts on feet from sharp objects on the riverbed when walking to or climbing up the bank after a swim.	The paddler	3	2	6	<p><b>Make reasonable endeavours to ensure that appropriate closed toe footwear is worn throughout, in and out of the boat.</b></p> <p><b>Advise paddlers to be aware of where they put their hands when climbing up the bank.</b></p> <p><b>Discussing safe swimming with members and how to safely exit a capsized boat, to ensure that no injuries are sustained, or water ingested.</b></p>	2	2	4	





<p>Capsizing resulting in a swim.</p>	<p>Hypothermia.</p>	<p>The paddler.</p>	<p><b>3</b></p>	<p><b>4</b></p>	<p><b>12</b></p>	<p><b>Experienced kayakers are trained to look for common signs of hypothermia in other paddlers.</b></p> <p><b>Warm up exercises can be conducted or cold paddlers can be placed in survival bags/shelters to prevent the onset of hypothermia.</b></p> <p><b>Club members are advised on what the weather/water conditions are like before leaving for the trip, and encouraged to bring thermals with them</b></p> <p><b>On longer rivers, efforts to be made to ensure a vehicle is placed at an appropriate location other than the get on/off for evacuation.</b></p> <p><b>Members are encouraged to communicate if they are beginning to feel cold and experienced members will check on them throughout the session.</b></p>	<p><b>2</b></p>	<p><b>3</b></p>	<p><b>6</b></p>	<p>First aiders will be present in river groups to help mitigate and prevent the onset of hypothermia.</p> <p>Welfare secretary to have attended SUSU training to be better equipped to help the people affected in the aftermath.</p>
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			<b>h</b>	<b>o</b>	<b>o</b>		<b>h</b>	<b>o</b>	<b>o</b>	
			<b>d</b>				<b>d</b>			
Capsizing resulting in a swim.	Psychological harm.	All paddlers, but particularly novice paddlers.	3	2	6	<b>Paddlers are encouraged to rest post swim to ensure they are okay, and reassurance is given by leaders as needed.</b>	3	2	6	Welfare secretary to have attended SUSU training to be better equipped to help the swimmer in the aftermath.  Action plan to be put in place for checking in on the mental wellbeing of the paddler/anyone affected, especially if an injury has occurred.



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Live baiting - Rescue by intentional full body immersion into water.	Hypothermia, injury from hitting sub-surface objects, entrapment, drowning, head injury, shock, broken bones, collision with casualty.	The rescuer  The rescuee	2	5	10	<p><b>Live-baiting will only be attempted after non immersion rescues have been exhausted or if a livebait is the only viable method of rescue.</b></p> <p><b>Only persons with white water safety and rescue or equivalent should attempt a full body immersion rescue to prevent injury to themselves and the paddler.</b></p> <p><b>Normal paddling PPE must be worn (helmet, WW buoyancy aid with quick release and O ring).</b></p>	1	5	5	<p>Welfare secretary to have attended SUSU training to be better equipped to help the rescue or the rescuer in the aftermath.</p> <p>First aiders will be present in river groups to deal with any injuries as a result of a live bait</p>



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Seal launching (Entering the water from a height)	Various impact injuries, (e.g broken bones).	The person seal launching.  Those in vicinity of the paddler.	<b>3</b>	<b>4</b>	<b>12</b>	<p><b>Seal launch spots to be chosen such that there are no rocks which are likely to cause the kayak to overturn while entering the water, or cause injury.</b></p> <p><b>Someone must have a visual on the spot where the paddler will land and ensure that it is clear before they are released.</b></p> <p><b>Paddlers are taught good bracing technique to reduce risk of shoulder dislocation on impact with the water.</b></p> <p><b>At least one rescue trained person (WWSR or equivalent) to be in the area in case of a swim</b></p>	<b>2</b>	<b>3</b>	<b>6</b>	First aiders will be present in river groups to deal with any injuries as a result of a collision with rocks or another paddler.

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<p>Attempting to prevent a capsize.</p>	<p>Shoulder injuries and dislocations.</p>	<p>The paddler.</p>	<p><b>2</b></p>	<p><b>3</b></p>	<p><b>6</b></p>	<p><b>Correct technique and hazards taught during initial pool sessions.</b></p> <p><b>All members are to point out to a paddler if they identify a high brace technique that puts the shoulder at risk so technique can be rectified.</b></p> <p><b>At least one first aider who knows how to deal with a dislocation in each group. Triangular bandages in first aid kits.</b></p> <p><b>Previous history of relevant injuries (I.e. past dislocations) to be established by leaders/committee before kayaking.</b></p>	<p><b>1</b></p>	<p><b>3</b></p>	<p><b>3</b></p>	
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Portaging - walking across/around river sections that are too shallow to paddle.	Slips, trips and falls when walking over uneven surfaces, wet rocks and  Muscle strains from carrying the kayak or using equipment to pull the kayak uphill.	Anyone participating in the portage.  People in close vicinity to the kayaks being moved.	<b>3</b>	<b>2</b>	<b>6</b>	<b>All participants to be told in safety talk to wear sturdy closed toe footwear with good grip.</b>  <b>If terrain is particularly difficult, participants to be encouraged that sometimes it is safer to carry one boat between two where appropriate.</b>  <b>When deciding to portage, leaders to give consideration to entry height, depth of water and proximity to any downstream hazards.</b>	<b>2</b>	<b>2</b>	<b>4</b>	



<p>Entrapment - Capsizing and not being able to roll up.</p> <p>Not being able to get out of boat.</p> <p>Getting stuck under water and not getting out.</p>	<p>Entrapment resulting in drowning.</p>	<p>The paddler.</p> <p>The rescuer.</p>	<p>2</p>	<p>5</p>	<p>10</p>	<p><b>Ensure that all members have performed a spray-deck test before any other paddling to confirm they know how to and are able to safely exit their boat.</b></p> <p><b>Briefed on potential hazards such as what can cause entrapment- what to do in these situations, prior to going onto the water.</b></p> <p><b>Only experienced members trained to provide a rescue are encouraged to do so.</b></p> <p><b>The safety of self (rescuer) and the group is to be ensured before conducting rescues.</b></p> <p><b>Members to be instructed to bang loudly on their boats if requiring a “hand of God” rescue or T rescue</b></p> <p><b>Kit to be checked that it is appropriate for the paddler (boats of an appropriate size and are riverworthy)</b></p>	<p>1</p>	<p>5</p>	<p>5</p>	<p>Where any entrapment is a more likely possibility, safety will be setup to reflect the feature/hazard.</p> <p>Novices to be staggered when paddling down a feature to ensure sufficient safety cover to rescue the paddler and their equipment in a timely manner, without placing the rest of the group at risk.</p>
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Entrapment - Getting foot caught in rocks whilst standing	Death from drowning	The Swimmer	2	5	10	<p><b>All members must attend the annual safety brief in which they will be instructed to adopt the defensive swimming position when in flowing water, with their feet raised to the surface to prevent feet getting snagged in rocks underwater</b></p> <p><b>Members are instructed to not stand up in water with flow present to swim into eddies before standing</b></p> <p><b>Leaders/backers to shout at swimmers to adopt the defensive/aggressive swimming position if they see them swimming with their feet dangling down</b></p>	1	5	5	<p>In the event of a foot entrapment, paddlers that are capable of performing a rescue will attempt to free the stuck paddler, with due considerations being taken with regards to the welfare of self and the group.</p> <p>A first aider will be present in the group to deal with any injuries as a result</p> <p>Welfare secretary to have attended SUSU training to be better equipped to help the swimmer in the aftermath.</p>





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<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed</b>  <b>(user; those nearby; those in the vicinity; members of the public)</b>	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>L</b>	<b>I</b>	<b>S</b>		<b>L</b>	<b>I</b>	<b>S</b>	
			<b>k</b>	<b>a</b>	<b>r</b>		<b>k</b>	<b>a</b>	<b>r</b>	
			<b>e</b>	<b>c</b>	<b>e</b>		<b>e</b>	<b>c</b>	<b>e</b>	
			<b>l</b>	<b>i</b>			<b>l</b>	<b>i</b>		
			<b>h</b>	<b>t</b>			<b>h</b>	<b>t</b>		
			<b>o</b>				<b>o</b>			
			<b>o</b>				<b>o</b>			
			<b>d</b>				<b>d</b>			
Dangerous River Hazards - Siphons, retentive holes, etc	Death from drowning	The Paddler	2	5	10	<p><b>Features are to be scouted by the leaders and backers before anyone is to paddle it, to dynamically assess the danger level of the feature</b></p> <p><b>If the feature is deemed too dangerous by the leaders, the group is to portage the feature.</b></p> <p><b>local information sites and water levels are to be checked before getting on the river to check the suitability of paddling.</b></p>	1	5	5	<p>In the event that someone is stuck in a feature, paddlers that are capable of performing a rescue will attempt to free the stuck paddler, with due considerations being taken with regards to the welfare of self and the group.</p> <p>A first aider will be present in the group to deal with any injuries as a result</p> <p>Welfare secretary to have attended SUSU training to be better equipped to help the swimmer in the aftermath.</p>



<p>Ingesting or exposure to bacteria/viruses in river water.</p>	<p>Contraction of Weil's disease, Leptospirosis, Hepatitis A and other waterborne diseases.</p>	<p>The paddler</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p><b>Advise everyone to wash hands thoroughly after being on the river, or handling kit.</b></p> <p><b>Ask club members on every trip if they have any cuts so the club can provide plasters from the safety kits as needed which can be used to cover cuts.</b></p> <p><b>Members are advised to read up on various illnesses that can be caused because of submersion in water; discussed at the annual safety meeting.</b></p> <p><b>Paddlers to be briefed on the symptoms of Weil's disease and Hepatitis A and the actions to take themselves if concerned.</b></p> <p><b>Illnesses contracted from paddling to be monitored and reported, collaborating with other water users and the EPA to reduce risk of infectious spread if required.</b></p>	<p>2</p>	<p>3</p>	<p>6</p>	<p>Club members are advised to seek medical advice from 111 or a GP if they show symptoms and to disclose that they have been paddling</p>
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<b>PART A</b>										
<b>(1) Risk identification</b>			<b>(2) Risk assessment</b>				<b>(3) Risk management</b>			
<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed</b>  <b>(user; those nearby; those in the vicinity; members of the public)</b>	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>L</b>	<b>I</b>	<b>S</b>		<b>L</b>	<b>I</b>	<b>S</b>	
			<b>k</b>	<b>a</b>	<b>r</b>		<b>k</b>	<b>a</b>	<b>r</b>	
			<b>e</b>	<b>i</b>	<b>e</b>		<b>e</b>	<b>t</b>	<b>e</b>	
			<b>l</b>	<b>c</b>			<b>l</b>	<b>i</b>		
			<b>i</b>	<b>t</b>			<b>h</b>			
			<b>h</b>				<b>o</b>			
			<b>o</b>				<b>o</b>			
			<b>d</b>				<b>d</b>			
Carrying Boats	Injury to back and/or body	Person carrying boat and/or people around them	3	2	6	<p>Paddlers are advised to lift boats utilising safe manual handling techniques and carry them on their shoulders when carrying boats on their own. If they do not feel comfortable carrying boats on their own they are encouraged to carry them in pairs where appropriate.</p> <p>People carrying boats are advised to be aware of their surroundings and anyone in an area where boats are carried are told to be aware of people carrying boats around them</p>	2	2	4	



<p>Using Rescue Equipment and throwlines</p>	<p>Rope can cause injury through rope burn when handled inappropriately.</p> <p>Rope can be snagged in water and if attached incorrectly can cause entrapment or death through drowning.</p>	<p>The Swimmer and Rescuer</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p><b>Members must attend the annual safety talk which will cover how to accept a throwline. New members are taught how to accept a throwline in the water (by catching it, rolling onto back, and holding it over one shoulder)</b></p> <p><b>Club throwlines are stored unpacked and re packed before they are used on the water to ensure there are no snags..</b></p> <p><b>All rope users must never let the rope slide through their hands, it should always be passed from one hand to another.</b></p> <p><b>It is ensured that only people who have been trained in the use of a piece of rescue equipment attempt to use it.</b></p> <p><b>Rescuers must always put their own safety (and the rest of the group first). An appropriate rescue space must be chosen, and the immediate area downstream should be assessed.</b></p>	<p>2</p>	<p>2</p>	<p>4</p>	
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					<p><b>Rescuers should consider getting assistance with the holding of a line under tension.</b></p> <p><b>Ropes should never be wrapped around a hand to avoid entrapment.</b></p> <p><b>When throwlines are used it is also important that the areas around the throwline are clear from other people in order to avoid injury.</b></p> <p><b>Rescuers and swimmers should be ready to release the rope if the tension gets too great or the swimmer is being held underwater.</b></p> <p><b>Time permitting, rescuers should also ensure there are no metal items (e.g. Karabiners) that could hit a swimmer on the end</b></p>				
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# University of Southampton Health & Safety Risk Assessment

Version: 2.3/2017



<p>Entrapment by trees.</p>	<p>Becoming entangled in tree branches extending out from the banks</p>	<p>The paddler</p>	<p>3</p>	<p>5</p>	<p>15</p>	<p><b>Trees are pointed out as hazards in the pre river talk, and in safety talk.</b></p> <p><b>Leaders/backers will exit their boats and scout the feature ahead if they deem necessary, before sending the group down.</b></p> <p><b>If a fallen tree is blocking the river, it may be decided by the leader to portage the section too dangerous to paddle.</b></p> <p><b>Kayaking groups/pages will be checked prior to the river trip, as often other paddlers in the community will alert people of a newly fallen tree.</b></p> <p><b>Where trees are overhanging or otherwise in the water, paddlers will be instructed to stay clear. The leader must assess the risk of entrapment/ the ability of the group to avoid the risk, and portage to avoid the risk where necessary</b></p>	<p>1</p>	<p>5</p>	<p>5</p>	
<p>Poisonous plant life on river bank.</p>	<p>Paddlers may come in contact with poisonous plants such as hogweed on the riverside.</p>	<p>The paddler.</p>	<p>2</p>	<p>2</p>	<p>4</p>	<p><b>If it is seen group leaders will inform paddlers to steer clear of it and use other parts of river bank.</b></p>	<p>1</p>	<p>2</p>	<p>2</p>	



<b>PART A</b>										
<b>(1) Risk identification</b>			<b>(2) Risk assessment</b>				<b>(3) Risk management</b>			
<b>Hazard</b>	<b>Potential Consequences</b>	<b>Who might be harmed</b>  <b>(user; those nearby; those in the vicinity; members of the public)</b>	<b>Inherent</b>			<b>Control measures (use the risk hierarchy)</b>	<b>Residual</b>			<b>Further controls (use the risk hierarchy)</b>
			<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>i</b> <b>h</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>t</b>	<b>S</b> <b>o</b> <b>r</b> <b>e</b>		<b>L</b> <b>i</b> <b>k</b> <b>e</b> <b>i</b> <b>h</b> <b>o</b> <b>d</b>	<b>I</b> <b>m</b> <b>p</b> <b>a</b> <b>c</b> <b>t</b>	<b>S</b> <b>o</b> <b>r</b> <b>e</b>	
Collision with other paddlers	Various impact injuries.	Both the paddler coming downstream and the paddler on the feature.	<b>3</b>	<b>2</b>	<b>6</b>	<p><b>Club members will be informed that paddlers have downstream priority and to be aware of other paddlers when either exiting eddies or playing on a wave/feature.</b></p> <p><b>If there is someone playing on a feature, inform club members to attempt to eddy out and to avoid going down the feature if another paddler is on it.</b></p>	<b>2</b>	<b>2</b>	<b>4</b>	First aiders will be present on the trip to deal with any injuries as a result of a collision with another paddler.




**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


Responsible manager's signature:



Print name: Edward John Charleton

Date: 13/09/23

Responsible manager's signature:



Print name: Connor McFarlane

Date: 13/09/23







## Assessment Guidance

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

L I K E L I H O O D	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	
	<b>IMPACT</b>					

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

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

Identify the impact and likelihood using the tables above. Identify the risk rating by multiplying the Impact by the likelihood using the coloured matrix.

If the risk is amber or red - identify control measures to reduce the risk to as low as is reasonably practicable.

If the residual risk is green, additional controls are not necessary.

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.

If the residual risk is red **do not continue with the activity** until additional controls have been implemented and the risk is reduced.

Control measures should follow the risk hierarchy, where appropriate as per the pyramid above.

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.

