



Lee Valley Paddlesports Club

Risk Assessments

Review History			
Section	Reviewed by	Reviewed Date	Next Review Due By
All	Mark Corti - new RA doc created. Approved by committee 12/9/23 Approved by Stu Dighton LVWWC by email 19/10/23	21/11/2023	21/11/2024

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Introduction

This risk assessment is modular. Multiple sections will apply for any given activity. Some examples:

Example 1 - Bank Safety Volunteers: The sections *Generic Land Based* (because everyone starts on land) and *Bank Safety Volunteers* will both apply, although it would be good to have a working knowledge of *Legacy Course Activities* or *Olympic Course Activities* depending on where you're deployed.

Example 2 - Rafting on the Olympic: The sections *Generic Land Based* (because everyone starts on land), *Generic Water Activities* (because you're on the water), *Olympic Course Activities* (because the Olympic has specific risks) and *Rafting* (because there are special risks associated with rafting) will all apply

If you have queries or concerns, please contact the Safety Officer lvpcsafety@gmail.com for advice.

Kayaking and rafting are assumed risk sports, and carry some inherent risk. These risk assessments mitigate but can never completely remove this risk. All paddlers should therefore make their own assessments on risk before getting on the water.

Club Rep: effectively the Club Duty Manager; first point of contact in case of issues. Named this to avoid confusion with the LVWWC Duty Manager.

Coach: this term refers to anyone approved by the Club to act as a paddlesport coach or raft guide on club sessions, whether or not they hold formal qualifications.

Coached Participants: this refers to anyone paddling under the direct supervision of a Coach.

1. Risk Assessment: Generic Land Based - LVWWC

Location: LVWWC

Preamble: risk assessment covering activities on bankside, e.g. getting boats out, briefings, moving around bankside.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Slips, trips and falls - bankside	All	LVWWC is well designed to minimise slip & trip hazards All to wear suitable footwear No equipment to be left on footpaths etc. Damage or other issues to footpaths etc. should be reported to Club Rep and mitigation measure put in place as appropriate.	Low	
Slips, trips and falls - boatshed	All	Some lighting installed in boatshed Equipment should be placed in tidy piles	Medium	Improve storage in boatshed Improve lighting in boatshed
Impact from falling boats – boatshed	All	Encourage members to take care in boatshed	Medium	Improve storage in boatshed
Vehicles / traffic	All	LVWWC is well designed to minimise traffic hazards to pedestrians. Recommend pair-carrying of boats to ensure good visibility when crossing trafficked areas. Report incidences of dangerous driving to Club Rep.	Low	
Muscular / skeletal injury when lifting / carrying boats	All	Coaches to practise & model safe manual handling techniques. Coaches to brief participants on safe manual handling techniques. Encourage pair- or multiple-person carrying of boats.	Low	
Falling in water	All	LVWWC is well designed to minimise hazards of falling in water. Only members wearing appropriate PPE (helmet & BA as a minimum; more may be required depending on the level of engagement with the session) should cross	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
		the barrier between footpath and whitewater courses.		
Abuse / discrimination	All	Club has formal rules and codes of conduct for both members and coaches. Club has an appointed trained Welfare Officer with terms of reference set by British Canoeing. All coaches to have completed Safeguarding training and refreshers as mandated by British Canoeing. All coaches have undergone DBS checks.	Low	

2. Risk Assessment: Generic Water Activities - LVWWC

Location: Any LVWWC Water

Preamble: risk assessment covering generic paddlesport activities at LVWWC. Further risk assessments for specific locations, craft or activities may also need to be taken into account.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Pollution / Infection	All	LVWWC monitors and chlorinates water so risk of significant pollution is low. LVWWC to advise Club of any adverse conditions. Members to be advised to cover cuts & grazes and to avoid swallowing water. Members to be advised to wash hands (or better, shower) after using the course. Handwashing and shower facilities are provided. Members to be advised of Weil's disease (leptospirosis) symptoms and advised to visit their GP if they develop flu-like symptoms.	Low	
Hypothermia / Hyperthermia	All	Coaches to ensure appropriate clothing worn by participants in coached sessions. Coaches to monitor participants in coached sessions and take remedial action as appropriate. Bank Safety to observe paddlers and offer advice if appropriate.	Low	
Equipment failure - club	All users of club equipment	Club Equipment Officer to inspect all equipment regularly in line with current Club equipment policies. Unsafe equipment to be clearly labelled or put beyond use. Coaches to check equipment used by their coached participants and notify Club Equipment Officer of any issues. All members to notify Club Equipment Officer of any issues discovered.	Low	Signs reminding users of this, with contact details of Club Equipment Officer, to be displayed in Boatshed.
Equipment failure – private	All	All members to ensure that any private equipment they use is safe and fit for purpose. Coaches and Club Equipment Officer will offer advice if requested. All members paddling independently will have been assessed as competent for a	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
equipment		specific venue (Lake, Legacy, Olympic). This assessment includes relevant advice on inspecting and outfitting equipment correctly.		
Medical emergency	All	<p>Trained First Aiders are on site at all times. First Aid Kits are in bank trolleys. All coaches are trained first aiders; LVWWC Desk has access to First Aider & First Aid Kits.</p> <p>Members requiring emergency medication (e.g. Epipen, inhalers) are recommended to keep this in a waterproof bag on their person. In certain circumstances it may be prudent for members to notify Bank Safety of any medical issues.</p> <p>Coaches to check paddlers' Medical Declaration and reiterate at safety briefing.</p>	Low	
Muscular injuries while paddling	All	<p>All members to be advised to perform warm-up exercises appropriately during coaching briefings, inductions & assessments.</p> <p>Coaches to monitor coached participants to ensure good technique.</p> <p>Coaches to set level of challenge appropriately for their coached participants.</p>	Low	
Coach unfamiliarity	Coached Participants	Only persons approved by the Coaching Development Officer / Committee may act as coaches during Club activities. Criteria for becoming approved are covered in the Lee Valley Coaching Policy Document.	Low	
Coaching standards	Coached Participants	<p>The Coaching Development Officer is responsible for coaching policies, for instance mandating maximum ratios and other items they feel necessary.</p> <p>Any changes in coaching policies to be communicated clearly to coaches by the Coaching Development Officer.</p> <p>All coaches to remain familiar with risk assessments and policies relevant to their coaching.</p>	Low	
Lightning	All	Water activities will be cancelled in event of a lightning storm following the RoSPA 30/30 rule .	Low	

3. Risk Assessment: Bank Safety Volunteers

Location: LVWWC Legacy & Olympic Bankside

Preamble: risk assessment protecting volunteers acting as bank safety

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Lack of competence	Bank Safety Volunteers Paddlers	Only suitably trained and assessed members may act as Bank Safety. Club training and assessment program for Bank Safety Volunteers to undergo regular review to ensure current best practice is being coached. Any changes to best practice to be communicated clearly to all Bank Safety volunteers. Bank Safety volunteers to be supported by Club Rep to ensure best practice is being followed.	Low	
Slips, trips and falls	Bank Safety Volunteers	LVWWC is well designed to minimise slip & trip hazards. All to wear suitable footwear. No equipment to be left bankside. Throwlines to be left out of the way until they can be repacked. Damage or other issues to footpaths etc. should be reported to Club Rep and mitigation measures put in place as appropriate.	Low	
Muscular / skeletal injury when lifting / carrying boats	Bank Safety Volunteers	Bank Safety volunteers to be taught appropriate manual handling techniques as part of their induction / training. Where paddlers are assisting Bank Safety volunteers to lift boats, give clear instructions to ensure safe manual handling.	Low	
Falling in water	Bank Safety Volunteers	Bank Safety volunteers to wear appropriate PPE.	Low	

4. Risk Assessment: Lake Activities

Location: LVWWC Lake

Preamble: risk assessment covering all paddlesport activities on LVWWC Lake.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Entrapment	All	All straps to be tucked away Shoelaces to be tied and any excess lace to be tucked away.	Low	
Drowning	All	Paddlers must be assessed as competent to paddle on the Lake; or under direct supervision of a coach. All paddlers to wear BAs. Coaches to ensure suitability and correct fitting of BAs for coached participants.	Low	
Collision / impact with other paddlers	All	Members to remain vigilant and be aware of other users. Coaches to ensure sufficient time & space for avoidance manoeuvres for coached participants. Coaches to consider helmets for some activities with coached participants.	Low	
Collision / impact with swimmers	Swimmers	Voluntary swimming only to be performed under instructions from a coach. Involuntary swimmers to exit the water as swiftly as practical. All paddlers to remain vigilant for swimmers, and alert others as necessary.	Low	
Shallow water during capsize	All	Members to ensure sufficient depth before performing a capsize. Coaches to ensure sufficient depth before their coached participants perform capsizes.	Low	

5. Risk Assessment: Legacy Course Activities

Location: LVWWC Legacy Course

Preamble: risk assessment covering all paddlesport activities on LVWWC Legacy Course.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Lack of supervision	All	A minimum of 2 Bank Safety volunteers to supervise each session Bank Safety volunteers must have been trained specifically for the LVWWC Legacy Course in accordance with relevant Policy Document.	Low	
Lack of competence	Coached participants	Coaches to observe coached participants on flat water before taking them on the course, and only then decide whether to take them on course.	Low	
Lack of competence	All other participants	Members to only paddle Legacy Course after they have been assessed by the Club to be competent. Bank Safety volunteers should report concerns of competency to Club Rep.	Low	Club to publicise refresher sessions for paddlers returning after time off.
Course damaged leading to paddler injury	All	LVWWC has a robust process for inspecting and maintaining the course, and will notify us of any issues. Bank Safety staff to visually inspect the course before session start and notify the Club Rep of any concerns.	Low	
Entrapment – on course	All	LVWWC is well designed so risk of entrapment in the course is low. Bank Safety volunteers will remain vigilant.	Low	
Entrapment – in craft	All	Coaches should ensure that their coached participants can perform a capsize drill with spraydeck on moving water at the earliest opportunity. Course assessment includes a capsize. All assessed members are therefore competent to exit their craft if required. Bank Safety volunteers to monitor paddlers for “clean line principle” during the session, and intervene if required.	Low	
Entrapment –	All	Bank Safety volunteers are trained to minimise the risk of entangling either the	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
in throwlines		swimmer or other paddlers during rope rescues. All members to remain vigilant for Bank Safety volunteers using ropes. Only that session's active Bank Safety volunteers are permitted to use ropes during a session.		
Entrapment – in travelators	All	LVWWC is well designed to minimise the risks of becoming entrapped, or injuring fingers etc., in the travelators. Emergency Stop buttons are located on the travelators. Members are advised during assessment to keep hands off the travelator and to remain in their craft. Coaches to brief their coached participants to keep hands off the travelator and to remain in their craft.	Low	
Collision with other paddlers, including rafts	All	Coaches to brief / remind coached participants of water etiquette – give way to upstream, always look before leaving eddies. All members to appreciate and show awareness of other users, and show consideration for those in less control. Bank Safety volunteers to report concerns with individual paddlers to the Club Rep. Maximum number of paddlers on Legacy course is 35 for club session. Maximum number of rafts on Legacy course is 3. Experienced playboaters need to recognise that the Legacy course is used by less-experienced paddlers who are less able to take evasive action. The onus is therefore upon them to ensure that upstream paddlers have an unimpeded route over waves and drops.	Low	
Collision with blocks	All	Coaches should set challenges suitable for the level of their coached participants to minimise this risk. Members have been assessed to have a level of competence sufficient to minimise this risk. Coaches should ensure their coached participants can perform both defensive	Medium	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
		swimming and active / aggressive swimming to self-rescue as swiftly as possible. Members have been assessed to be able to perform both defensive swimming and active / aggressive swimming.		
Head injuries	All	Helmets meeting the appropriate CE or BS safety standard to be worn at all times on the course. Bank Safety volunteers are trained to contact a First Aider in the event of a suspected head injury.	Low	
Incapacitated person or person with suspected spinal injury	All	Bank Safety Volunteers to undertake rescue through appropriate rescue technique, using other bank staff and/or coaches for support. Bank Safety Volunteers to wade into eddies where appropriate and instruct other paddlers to support where needed to stabilise the person. Bank Safety Volunteers to ask other course users to activate course e-stop if appropriate. Bank Safety Volunteers to radio Club Representative who will call emergency services and liaise with LVWWC and request their Spinal Extraction Board. NOTE: some Bank Safety Volunteers or coaches have undertaken specialist Spinal Extraction Training. In the event of a suspected spinal injury, Bank Safety Volunteers should use radio to recruit these members to assist if possible, while making the casualty safe in accordance with their own training.	Low	
Head injury	All	Head injury drills should be offered to all paddlers. Bank staff to have a minimum of one working radio per course to access the Club Representative in case of emergency. Coaches to report suspected head injury to the bank staff and inform Club Representative to coordinate emergency services.	Low	
Drowning	All	Bank Safety volunteers are trained to rescue swimmers and paddlers. Bank Safety volunteers to remain vigilant.	Low	
Injury from pumps;	All	LVWWC is well designed to minimise hazards from the pumps, and have their own Health & Safety around these.	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
equipment loss to pumps		Bank Safety volunteers briefed to use emergency stop buttons if necessary to retrieve equipment before it can enter the pumps.		

6. Risk Assessment: Olympic Course Activities

Location: LVWWC Olympic Course

Preamble: risk assessment covering all paddlesport activities on LVWWC Olympic Course.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Lack of supervision	All	A minimum of 2 Bank Safety volunteers to supervise each session Bank Safety volunteers must have been trained specifically for the LVWWC Olympic Course in accordance with relevant Policy Document.	Low	
Lack of competence	Coached participants	Coaches to observe coached participants on Legacy water before taking them on the course, and only then decide whether to take them on course.	Low	
Lack of competence	All other participants	Members to only paddle Olympic Course after they have been assessed by the Club to be competent. Bank Safety volunteers should report concerns of competency to Club Rep.	Low	Club to publicise refresher sessions for paddlers returning after time off.
Course damaged leading to paddler injury	All	LVWWC has a robust process for inspecting and maintaining the course, and will notify us of any issues. Bank Safety staff to visually inspect the course before session starts and notify the Club Rep of any concerns.	Low	
Entrapment – on course	All	LVWWC is well designed so risk of entrapment in the course is low. Bank Safety volunteers will remain vigilant.	Low	
Entrapment – in craft	All	All members and coached participants on this course will already have a Legacy Course assessment and have been assessed competent to perform a capsize drill on moving water. Bank Safety volunteers to monitor paddlers for “clean line principle” during the session, and intervene if required.	Low	
Entrapment – in throwlines	All	Bank Safety volunteers are trained to minimise the risk of entangling either the swimmer or other paddlers during rope rescues.	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
		All members to remain vigilant for Bank Safety volunteers using ropes. Only that session's active Bank Safety volunteers are permitted to use ropes during a session.		
Entrapment – in travelators	All	LVWWC is well designed to minimise the risks of becoming entrapped, or injuring fingers etc., in the travelators. Emergency Stop buttons are located on the travelators. Members are advised during assessment to keep hands off the travelator and to remain in their craft. Coaches to brief their coached participants to keep hands off the travelator and to remain in their craft.	Low	
Collision with other paddlers including rafts	All	Coaches to brief / remind coached participants of water etiquette – give way to upstream, always look before leaving eddies. All members to appreciate and show awareness of other users, and show consideration for those in less control. Bank Safety volunteers to report concerns with individual paddlers to the Club Rep. Maximum number of paddlers on Olympic course is 40 for club session. Maximum number of rafts on Olympic course is 5 for club session. All paddlers should use the mirrors to minimise the chance of collision between paddlers playing on / crossing the waves, and paddlers coming downstream. Bank Safety volunteers to give stop / go hand signals to control when paddlers coming downstream should wait or go; and when it is safe for paddlers to play on / cross the wave.	Low	
Collision with blocks	All	Coaches should set challenges suitable for the level of their coached participants to minimise this risk. Members have been assessed to have a level of competence sufficient to minimise this risk. Coaches should ensure their coached participants can perform both defensive swimming and active / aggressive swimming to self-rescue as swiftly as possible.	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
		Members have been assessed to be able to perform both defensive swimming and active / aggressive swimming.		
Incapacitated person or person with suspected spinal injury	All	<p>Bank Safety Volunteers to undertake rescue through appropriate rescue technique, using other bank staff and/or coaches for support. Bank Safety Volunteers to wade into eddies where appropriate and instruct other paddlers to support where needed to stabilise the person.</p> <p>Bank Safety Volunteers to ask other course users to activate course e-stop if appropriate.</p> <p>Bank Safety Volunteers to radio Club Representative who will call emergency services and liaise with LVWWC and request their Spinal Extraction Board.</p> <p>NOTE: some Bank Safety Volunteers or coaches have undertaken specialist Spinal Extraction Training. In the event of a suspected spinal injury, Bank Safety Volunteers should use radio to recruit these members to assist if possible, while making the casualty safe in accordance with their own training.</p>	Low	
Head injury	All	<p>Head injury drills should be offered to all paddlers.</p> <p>Bank staff to have a minimum of one working radio per course to access the Duty Manager in case of emergency.</p> <p>Coaches to report suspected head injury to the bank staff to inform Duty Manager to coordinate emergency services.</p>	Low	
Drowning	All	<p>Bank Safety volunteers are trained to rescue swimmers and paddlers.</p> <p>Bank Safety volunteers to remain vigilant.</p> <p>Emergency pump stop located at each pump chamber, and an emergency pump stop located at reception desk who can be signalled by radio.</p> <p>Bank Safety volunteers to have at least one radio on each course.</p>	Low	

7. Risk Assessment: Kayak Cross & Use of Ramp

Location: LVWWC Ramp and Olympic Course

Preamble: risk assessment covering risks associated with Kayak Cross training and races and use of the ramp.

Full ICF kayakcross competition rules here

https://www.canoeicf.com/sites/default/files/2023_master_canoe_slalom_competition_rules_vjuly_1.0_track_changes.pdf

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Collisions between participants and other paddlers	All	Training, timed events and races only to be held on exclusive sessions. Other users to be notified when and where training sessions are taking place. Coaches / bank safety to marshall participants and only signal them to proceed when the section is clear. The only exception to this shall be when gates are used for training during a general paddle session. In this case, gates must be placed sufficiently far apart that athletes can only practise on a single gate at a time, and no timed runs are possible. e.g. 1 gate at Picadilly, 1 at Oval and 1 at very bottom.	Low	
Lack of knowledge by paddlers and bank safety	All	Kayak cross rules and RA are not part of our current training for bank safety volunteers and may be outside the experience of participants. All bank safety volunteers and paddlers to receive briefing from session organiser before participating using the W Kayak Cross Briefing Notes.docx An extract of competition rules is available on the club drive: Extract from ICF rules relevant for LVPC kayakcross sessions.pdf	Low	
Head to Head racing causing	Racers (including during training)	Upstream gates to be placed in eddies large enough for more than two boats at a time.	Moderate	Distribute briefing notes in advance to

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
injury		<p>Max 4 paddlers in any head-to-head event</p> <p>Course difficulty to be set commensurate with participants experience / skill level.</p> <p>Participants to be briefed fully on risks, and rules to mitigate these - see briefing notes above.</p> <p>Bank safety / coaches to ensure rules are followed.</p> <p>Coach to ensure head-to-head race participants are well matched for size, experience, etc.</p> <p>Coach / session organiser must check paddles before each session for sharp edges and sand down or tape these as required.</p> <p>Participants must wear whitewater helmets. Lightweight slalom racing helmets are not permitted.</p>		club members.
Use of ramp leading to injury	All	<p>Ramp is only to be used within a formal kayak cross session.</p> <p>A bank safety volunteer will act as ramp marshall.</p> <p>The marshall will ensure that all participants receive a safety briefing at the start of the session that emphasises:</p> <ul style="list-style-type: none"> • No paddling under the ramp under any circumstances. • No more than 4 paddlers and boats on the top of the ramp at any time. • Paddlers must wait for the marshall's signal before starting from the ramp. • Paddlers must use an appropriate kayak. No freestyle or slalom boats to use the ramp. • Paddlers must demonstrate competence on the ramp by a solo launch before taking part in head to head starts. • Unsafe paddling or use of ramp will lead to immediate suspension from the session. 	Low	Distribute briefing notes in advance to club members.

8. Risk Assessment: Rafting

Location: LVWWC Waters

Preamble: risk assessment covering extra risks associated with rafting

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Entrapment – in raft	Rafters	Raft perimeter safety lines to be taut. Rafters to be warned of possible finger entrapment / damage in D-rings Rafters to be warned of risk of foot entrapment and advised on safe positioning within raft.	Low	
Injury from paddle grips	Rafters	Rafters to be instructed to keep one hand on T-grip at all times.	Low	
Facial injury from other's helmets	Rafters	No peaked helmets to be used while rafting	Low	
Lack of competency	Rafters	To enable people to progress outside of guided rafts, participants can paddle up one level beyond their assessment as long as there are at least 2 people in the raft of the relevant level. In this case the senior rafters are assuming raft guide responsibilities to the less experienced paddlers and must ensure they are suitably briefed, equipped and instructed. Any participants paddling up must follow advice and direction from senior rafters and accept that if any concerns are raised participation may be cut short with an explanation.	Low	

9. Risk Assessment: Slalom

Location: LVWWC Waters

Preamble: risk assessment covering extra risks associated with slalom

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Slips & trips	All	Keep the bank clear of slalom poles and other objects. Poles to be re-hung after course construction or end of session, or stored in designated locations.	Low	
Slalom poles and setting the course	Coaches Anyone altering gates	Gates only to be used as agreed by the club committee. Gate users to be inducted on how to use the gate system by a club coach or club slalom representative. Notify Club Rep if any defects are noted in slalom poles / lines.	Low	
Collisions	Slalom paddlers Other Paddlers	Upstream paddlers have right of way. Be mindful of other paddlers - even if you have right of way! Do not deliberately hit poles For coached sessions, it is the Coaches responsibility to manage paddlers to minimise the risk of collisions - particularly on the main drops where collision risk is increased.	Low	
Unclear divisions of responsibility	Club Coaches working at British Canoeing sessions	Individuals operating as Club coaches (employed or voluntary) at British Canoeing-run Talent sessions or other non-Club water must ensure they understand the divisions of responsibility between themselves and the session operator. In the case of BC Talent Sessions, this is clearly outlined in their Risk Assessment.	Low	Review BC Talent session Risk Assessments annually.

10. Risk Assessment: Rescue Training

Location: LVWWC Waters

Preamble: risk assessment covering extra risks associated with rescue training, e.g. Bank Safety training

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Enhanced risk of entrapment in ropes	Trainees Paddlers	Trainees are told to only throw practice lines when instructed by coach. Only one trainee to throw line at a time; next line to be thrown only when first is safe. Coaches to maintain keen lookout for oncoming paddlers, who may not be in full control	Low	
Enhanced risk of collision with blocks / paddlers	Trainees	Coach to ensure trainees are familiar with the "safe swim" position. Trainees are told to only practise swimming when instructed by coach. Coaches to maintain keen lookout for oncoming paddlers, who may not be in full control	Low	
Enhanced risk of manual handling injuries	Trainees	Coach to ensure trainees are familiar with good manual handling techniques before they attempt to rescue boats. Coach to ensure good manual handling practice is emphasised and followed throughout course.	Low	

11. DRAFT Risk Assessment: Generic Land Based - Ramney Island

Location: Ramney Island Scout Campsite

Preamble: generic risk assessment covering all LVPC activities at Ramney Island. To be reviewed and approved before activities are commenced at this site.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Muscular / skeletal injury when lifting / carrying boats	All	Coaches to practise & model safe manual handling techniques. Coaches to brief participants on safe manual handling techniques. Encourage pair- or multiple-person carrying of boats.	Medium	Current boat storage makes it awkward to lift and carry boats safely. Organise and store boats in purpose-built racking.
Impact from falling boats – boat storage area	All	Encourage members to take care in boat storage area	Medium	Improve storage in boat storage area
Slips, trips and falls - boat storage area and access	All	Nothing	High	Clear planks and obstacles from access area. Organise and store boats in purpose-built racking. Keep vegetation

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
				trimmed on access area. Solve intermittent flooding issue.
Slips, trips and falls - Scout Site	All	Scout Association maintains paths, keeps site tidy, and vegetation trimmed. Damage or other issues to footpaths etc. should be reported to Dave(?)	Low	
Slips, trips and falls - bankside	Bank-based coaches All	The footpath alongside the Lea Navigation is a public space adjacent to residential houseboats and is often cluttered. All paddlers to be reminded that care must be taken when moving along it, as with any busy public area. Wear suitable footwear.	Medium	
Equipment failure - club	All users of club equipment	Club Equipment Officer to inspect all equipment regularly in line with current Club equipment policies. Unsafe equipment to be clearly labelled or put beyond use. Coaches to check equipment used by their coached participants and notify Club Equipment Officer of any issues. All members to notify Club Equipment Officer of any issues discovered.	Low	Signs reminding users of this, with contact details of Club Equipment Officer, to be displayed in boat storage area.
Equipment failure – private equipment	All	All members to ensure that any private equipment they use is safe and fit for purpose. Coaches and Club Equipment Officer will offer advice if requested. All members paddling independently will have been assessed as competent This assessment includes relevant advice on inspecting and outfitting equipment correctly.	Low	
Vehicle collision	Drivers	There is a 5mph limit on the towpath and bridge, which are narrow with little space to pass. Traffic calming measures are present.	Low	
Pedestrian collision with vehicles, including	All	Vehicles are generally moving slowly. Cyclists may be moving faster, occasionally very fast. All members to be warned of hazards from cyclists and cars.	Low / medium	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
bicycles				
Scalds and Burns	Kitchen users	No juniors are allowed in the kitchen area. Adults to take usual care when making drinks etc. Water from the instant hot water tap may be very hot?	Low	Check whether this comes out at a reasonable temperature or scalding hot. Check signage - presumably the Scouts have this covered.
Food Hygiene	All	All food preparation to be supervised by a member with a valid food hygiene certificate.	Low	RA to be expanded to cover food hygiene fully if catering activities are anticipated.
Fire	All	Scout Association has provided fire blankets, fire extinguishers and signage as appropriate.	Low	Check Scout Association risk assessment for this.
Abuse / discrimination	All	<ul style="list-style-type: none"> • Club has formal rules and codes of conduct for both members and coaches. • Club has an appointed trained Welfare Officer with terms of reference set by British Canoeing. • All coaches to have completed Safeguarding training and refreshers as mandated by British Canoeing. • All coaches have undergone DBS checks. 	Low	
Issues in changing	Juniors All	The changing rooms / showers are very small and wholly unsuited to mixed adult / junior (or even older / younger junior) changing. Privacy from outside is limited with the door open. Coaches to manage use of the changing rooms to check who is in at any time.	Medium	Club Welfare officer to advise.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
rooms		Bunkroom is not suitable for overflow changing as it opens directly to the kitchen with no screening. Private bedrooms off bunkroom may be suitable for overflow changing, although wet kit may be an issue for the Scout Association.		
Misuse of equipment	All	There are hanging seats, swings, heavy metal crates with unsecured lids, stinging nettles, and many other hazards for determined and unsupervised juniors. Juniors to be closely supervised at all times on site.	Medium	More thought required.

12. Risk Assessment: Generic Water Based - Lee River Navigation

Location: Lee River Navigation between Aqueduct Lock & Enfield Lock

Preamble: risk assessment covering risks associated with flat water paddles in this area, including linear racing boats

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
Pollution / Infection, including blue-green algae (cyanobacteria)	All	<p>Members to be advised to cover cuts & grazes and to avoid swallowing water.</p> <p>Members to be advised to wash hands (or better, shower) after using the course. Handwashing and shower facilities are provided.</p> <p>Members to be advised of Weil's disease (leptospirosis) symptoms and advised to visit their GP if they develop flu-like symptoms.</p> <p>If the water has a scum or bloom on the surface paddlesport activities should be suspended.</p> <p>Warn paddlers not to swallow water.</p> <p>Information is to be made available on the dangers of Blue Green Algae. If the Environment Agency confirms an outbreak, activities at this location will be suspended. Any suspected outbreaks of Blue-Green Algae (and any other pollution issue) should be reported to the committee.</p>	Low	
Drowning	All	<p>BAs to be worn by all juniors at all times except by direction of a coach and then only with signed parental consent.</p> <p>BAs to be worn by all adult paddlers in Dives 7, 8 & 9 at all times except by direction of a coach.</p> <p>Adult paddlers in Dives 6 or above to make their own risk assessments on wearing of BAs, unless directed otherwise by a coach.</p> <p>Paddlers to be advised not to paddle alone.</p> <p>Coaches to have access to radios and/or mobile phones with relevant phone numbers in order to maintain contact with groups they are supervising, who may be out of sight.</p>	Low	Does LVPC have radios, or just COPS? Protocols for this need fleshing out.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
		Bankside support with throwlines on foot / bicycle as appropriate for the group. New paddlers to be advised of capsized protocol. The river is generally shallow enough to stand up, and is Very Sheltered Water under British Canoeing environmental definitions.		
Drowning - locks	All	Paddlers to portage around locks. Junior paddlers may only disembark in locks under supervision of a coach. No paddler to enter lock with any powered craft	Low	
Falling while launching	Less experienced paddlers	There is currently no good launch spot for linear racing boats. Bank height varies with water levels. Competent paddlers should be able to launch with care. For less experienced paddlers or those with limited mobility, a coach or experienced paddler should launch first and assist.	Medium	Arrange launch pontoon
Hypothermia / Hyperthermia	All	Coaches to ensure appropriate clothing worn by participants in coached sessions. Coaches to monitor participants in coached sessions and take remedial action as appropriate. All paddlers to be advised to wear appropriate clothing and carry drinks as appropriate. Hot & cold showers are available in the Scout Campsite. First aiders and bank support staff to carry foil blankets.	Low	
Collision with other craft	All	Powered craft are generally limited to slow-moving canal boats. Coaches to alert group participants to oncoming craft; where appropriate, coached groups to hold station to one side while craft passes.	Low	
Collision with other paddlers	All	All paddlers to maintain adequate distance to avoid collisions	Low	
Collision / entanglement	All	Coaches to maintain awareness of upcoming obstructions, and take steps to mitigate or avoid these. Communicate hazards to other paddlers and Club Rep. Anglers to be treated with courtesy and lines avoided	Low	
Injury from debris on	All	Paddlers to wear suitable footwear	Low	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	Probability of occurrence with control?	Further action required
riverbed				
Wildlife	All	Swans are generally only aggressive seasonally and near nests. Paddlers to be advised of known nesting sites. All swans and other wildlife to be given wide berth.	Low	
Lightning	All	Water activities will be cancelled in event of a lightning storm following the RoSPA 30/30 rule .	Low	
Paddling after dark	All	Powered craft do not operate after dark. All paddlers to display navigation lights - white light to front, flashing red to rear. Paddling after dark should take place in groups of 3 or more	Low	

13. Risk Assessment: Disabled Paddlers

Location: Any

Preamble: Paddlers with disabilities may have needs ranging from simple to complex. There is no “one size fits all” risk assessment. Risks should be mitigated after a careful consideration of the individual’s abilities and requirements. A written risk assessment for each individual may or may not be required. Please contact the Safety Officer lvpcsafety@gmail.com for further advice.