

Risk Assessment – Seapoint Canoe Centre

NOTE: Before completing a risk assessment please read the guidance notes document.

Date:	22 May 23
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Assessor's Name:	Ashley Clare	Review Date:	Annually on date of Initial Assessment
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Description of Assessment:	Seapoint Canoe Centre Operations – Specific Camping Activities non paddle related
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Location Details:	Seapoint Canoe Centre Deployed Camps
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What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Lifting and Carrying Equipment	All Participants	<p>Participants should be briefed on good Manual Handling Techniques to prevent injury and encouraged to share the carrying of boats and equipment.</p> <p>Use of Canoe Trolleys where appropriate</p> <p>All equipment carried in boats should be packed and stowed in a suitable manner; anything heavy will require individuals to see assistance; anything heavy should not be lifted by one person.</p>	<p>Continued enforcement and reminder of good manual handling techniques throughout all sessions</p> <p>All Staff to apply SCC SOP 013 and have completed the BC MH eLearning module</p>	All Coach deliverers	Every Course	
Dehydration	All Participants	<p>JIs to include the need to bring plenty of fluids, hot and cold.</p> <p>Regular breaks and opportunities to take on fluids.</p> <p>Continued vigilance of any paddler not seen taking on fluids.</p>	Coach to lead by example and encourage regular fluid intake.	All Coaching deliverers	Every Course	

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Insect bites - from minor irritation to allergy	All Participants	<p>Individuals are advised to bring insect repellent, creams and tablets as required for personal use;</p> <p>Coaches will have a mobile phone and a vehicle will be available for emergencies whilst camping involving young people.</p> <p>Known allergies are to be declared on consent forms. Staff to have been trained I treatment for anaphylactic shock on their first aid course</p>				
Sunburn & Heat/Sunstroke	All Participants	<p>Remind all participants for the need for a good Factor 50 Sunscreen even on cloudy days, including the need to reapply during the day.</p> <p>Caps/Sunhats should be worn to protect the head. The effects of the sun glare must be considered and sun glasses should be worn to protect the eyes.</p> <p>Use of shade during rest or break periods</p>	<p>Coach to remind all participants to apply sun cream at the beginning of the training day and during breaks.</p> <p>Use shade during breaks or if possible during instructional periods on water</p>	All Coaching deliverers	Every Course	
Cold	All Participants	<p>All individuals will be advised on suitable equipment to bring to camp such as tents, sleeping bags, coats and hats as well as long trousers and footwear. Anyone with unsuitable equipment will be refused to join the trip</p>				
Fire	All Participants	<p>Fire will only be handled by competent adult individuals - this includes anything which contains a flame and includes but not exclusive to: camping stoves, gas lighting, matches and camp fires, BBQ or Fire Pits.</p>	<p>A supply of water nearby that can be thrown on any fire if need should be available either in a bucket of water container</p>			
Slips Trips and Fall	All Participants	<p>Good Housekeeping of kit and equipment in the working area to reduce trip hazards.</p> <p>Keep to recognised footpaths and routes to and from the water especially carrying equipment.</p> <p>Cleaning of Jetty of waterfowl excrement prior to the start of the day's activities to minimise slip hazard.</p>				

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Lightning Strike	All Participants	Meteorological Check prior to embarkation and adjust the plan as necessary if thunder and lightning forecast.				
Safeguarding	All Participants	Ensure there are adequate Safeguarding measures in place for children or vulnerable adults that may participate in the Course. Follow both the BC and Centre Policies Safeguarding Polices	Application of the SCC Safe Guarding Policy as published Any questions on safeguarding in the first instance should be directed to the SCC Safeguarding Officer			

Office use only (to be completed by a risk assessment checker if selected for sampling)

Checked by:		Position:	SCC Centre Manager	Date:	
Checked by:		Position:		Date:	
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Notes: The inclusion of young people on SCC camps will be at coaches discretion - the decision will be based on the suitability of activity to the individual person; the safety of all members of the group must be paramount and BC / AALA guidelines must be adhered to. All coaches have undergone training following BC requirements. Seapoint Centre reserve the right to refuse anyone to participate in activities if there are any safety concerns.

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