

Appendix 3
Generic Risk Assessment

Hazards arising from activity	Control measure(s) in place to reduce risk from each hazard	Arrangements to ensure the control measure(s) continue to be effectively implemented
Note- all Paddle Leaders for Club activities must have current First Aid qualifications		
Weather		
Hypothermia	<p>Ensure participants are made aware of the dangers when appropriate. The need to cover up and protect the head to be of prime importance. Paddle leaders to recognise signs and symptoms of hypothermia and know how to respond according to severity i.e. mild, moderate, severe states.</p> <p>Paddle Leaders to ensure that participant clothing is appropriate to the prevailing weather conditions. Paddle Leaders to carry an appropriate group shelter and survival bag in their safety kit. Location of local telephones to be known by Paddle Leaders or portable communications to be carried throughout the activity</p>	Paddle Leaders to carry appropriate spare clothing throughout the activity.
Hyperthermia / sunburn / dehydration	<p>Ensure participants are made aware of the dangers when appropriate. The need to cover up and protect the head to be of prime importance. Paddle Leaders to carry spare clothing, drink and sunblock where appropriate.</p>	
Rapid change of conditions	<p>Paddle Leader to check forecast prior to and on the day of the activity</p> <p>Ongoing assessment of weather conditions and group appropriately dressed for the environment</p> <p>Review / change route if necessary.</p>	
Strong winds	<p>Paddle Leader to check forecast prior to and on the day of the activity</p> <p>Ongoing assessment of weather conditions and group appropriately dressed for the environment</p> <p>Review / change route if necessary.</p>	
Environment		
Drowning	All participants must be water confident. Paddle Leader to check on participants swimming ability prior to commencing the activity. All wear appropriate, correctly fitting approved buoyancy aids	Float testing of club buoyancy aids carried out annually at spring cleaning of containers
Head Injury	<p>Helmets will be worn for all club activities if the session includes non-placid inland moving water or if the nature of the session dictates. Paddle Leader responsible in checking helmet fits participant correctly where appropriate i.e. beginner or child.</p> <p>First aid kit carried by Paddle Leader.</p>	Inspection of club helmets annually

Injury	Appropriate equipment/footwear to be worn and first aid kit to be carried	All paddle leaders should carry a first aid kit. Annual inspection of first aid kit
Capsize	Ensure all participants know how to safely exit their boats. Ensure that the remainder of the group know what to do while a rescue is in progress before getting on the water	
Overhanging trees, entrapment and pinning.	Participants to be made aware of the dangers and how to react should it happen. Paddle Leader to have appropriate training and experience in dealing with the situation Paddle Leader(s) to carry appropriate emergency equipment which may include knife, throwlines, pulleys, carabiners and prussik loops.	Club to organise white water safety and rescue courses
Illness / diseases Inc Weil's Disease	Ensure that all participants are aware of waterborne disease and the general signs and symptoms of the disease. Encourage all participants to wash their hands promptly after the activity. Encourage participants to take showers if they either fall in or decide to swim in the river.	Participants warned to seek medical assistance if they believe they are infected.
Equipment		
Injury from poor manual handling	All participants instructed to lift according to manual handling recommendations. Straight backs and in small groups wherever possible.	
Injury due to damaged equipment.	All club equipment to be checked prior to issuing.	Regular monitoring of condition of all club equipment
People		
Behaviour of other paddling groups	Clear briefings and take appropriate avoidance measures	
Collisions with other boat users	Paddle Leaders to ensure appropriate leadership for the prevailing conditions. Participants to avoid positioning themselves in such a way as to cause collisions.	
Pre-existing medical condition	Paddle Leaders to ask for any relevant medical conditions of the entire group prior to trip. All participants to carry relevant prescription medications.	
Separation of group	Clear briefings and familiarity with 'lost group' procedures. Participants briefed as to the distance they are allowed from Paddle Leader's supervision. A clear system of recall to be arranged prior to the session. Paddle Leaders to ensure that contact is not lost at the back of the group.	