

# Risk Assessment – Oxford University Canoe & Kayak Club – Pool Skills Sessions

RISK MATRIX		LIKELIHOOD (L)			
		High (4)	Medium (3)	Low (2)	Remote (1)
SEVERITY (S)	Severe (D)	High	High	Medium	Low
	Moderate (C)	High	Medium	Medium / Low	Effectively Zero
	Insignificant (B)	Medium / Low	Low	Low	Effectively Zero
	Negligible (A)	Low	Effectively Zero	Effectively Zero	Effectively Zero

Description of assessment	Risk Assessment of Pool Skills Sessions <b>Location:</b> Rosenblatt Swimming Pool, Iffley Road Sports Centre, Oxford, OX4 1EQ <b>Activity:</b> Canoe Polo training <b>River Craft:</b> Polo kayaks			
	Assessor: Date:	George Crooks 10/01/2024	Signed off by: Date:	Amelia Lam 10/1/2024

#	Hazard	Potential Consequence	S	L	Risk	What are you doing to control the risks?	Who needs to carry out the action?	When is the action needed by?	Further Actions?
1	MEDICAL CONDITION	Participants may end up in a situation where a pre-existing medical condition affects their safety	B	2	Low	<p>All members are asked to declare if they have any medical condition that may affect their ability to go kayaking in the membership form. The data is stored on MyClubHouse, which session leaders should be able to access.</p> <p>First aider will always be present at the sports centre.</p> <p>Participants to only enter the pool when lifeguards are present.</p>	All members	Whenever a new member joins the club	
2	WATER	Drowning	D	1	Low	<p>All participants must be capable of swimming at least 50m comfortably, as declared in their membership form.</p> <p>All participants must complete a deck test before they are able to wear a spraydeck at club sessions.</p> <p>All participants should know how to exit their boat in the event of a capsize.</p> <p>Leaders are present who can right a capsized boat if the participant is stuck in the boat, or unconscious.</p> <p>Club members are only to enter the swimming pool when a lifeguard is present</p>	All participants and leaders	During all canoe polo pool sessions	Should a lifeguard need to enter the water in an emergency, the Department's EAP will take effect and all club activity must cease immediately. Members must follow a lifeguard's instructions

3	EQUIPMENT HANDLING (INCLUDING KAYAKS)		B	2	Low	<p>Ensure that all group members are familiar with good boat lifting practice. Splitting loads is always advised.</p> <p>For heavy loads, a minimum of 2 persons should be used</p> <p>Take care when moving boats in and out of the storage at the pool</p>	All participants and leaders	Whenever carrying equipment	
4	LACK OF EXPERIENCE D LEADERS	Major injuries, equipment damage, death.	D	1	Low	<p>All skills sessions to be led by a club approved leader, who will oversee the running of the session.</p> <p>Lifeguard present to assist if needed.</p>	President and Safety Officer	Before the session	
5	BOAT TO BOAT COLLISION	Blunt trauma, equipment damage	C	2	Low/Medium	<p>All boats fitted with foam bumpers, front and rear, to reduce impulse force felt upon collision.</p> <p>Any issues with boat outfitting (sharp edges, missing parts) to be reported to polo reps or equipment officer and to be fixed at the next possible opportunity</p>	<p>Polo reps</p> <p>Equipment Officer</p>	During all canoe polo sessions	Damage logbook to be formed
6	BOAT/PADDLE/BALL CONTACT WITH PARTICIPANT	Cuts, blunt trauma, loss of consciousness, concussion	C	2	Low/Medium	<p>All participants to wear BA and full-face helmet when paddling. Session leader to ensure faceguards fit correctly, and that BA's are positioned low on the torso to protect the abdomen.</p> <p>Participants will not be allowed to participate in a session without a BA and full-face helmet</p> <p>In the case of contact with the head and suspected concussion, use the British Canoeing guidance of "if in doubt, sit it out"</p>	All participants and leaders	During all canoe polo sessions	All participants to be briefed on contact rules

7	WET POOLSIDE	Injury due to slips/falls	B	2	Low	<p>Follow poolside rules and do not run.</p> <p>Make sure that the poolside is clear before refereeing a game to allowed for unimpeded refereeing.</p> <p>Listen to lifeguards.</p>	All participants and leaders	During all canoe polo sessions	
8	SHALLOW WATER	Head/neck injury due to diving	C	2	Medium/Low	<p>As dictated by signage around the pool, do not dive into the pool.</p> <p>Minimum depth of 1m required over the whole pool.</p>	All participants and leaders	During all canoe polo sessions	Leader of session to remind all participants to follow pool rules at the start of the session
9	HYDRAULIC FLOOR	Injury due to moving hydraulic swimming pool floor	C	1	Low	<p>No diving into the pool at any point, as per point 8</p> <p>No participants to be in the pool whilst the floor is being moved, which will be signified by a loud siren sounding.</p>	All participants and leaders	During all canoe polo sessions	
10	HANGING THE GOALS	<p>Strains from manual handling, injury due to contact with the goals</p> <p>Rope used for goals being a trip hazard</p>	C	2	Medium/Low	<p>All participants to be wearing helmets and BA's if in the water whilst setting up and taking down the goals.</p> <p>Participants will follow correct manual handling technique, including splitting the load of the goals if necessary to set up and take down the goals.</p> <p>Session leader to check goals are properly secured before session starts.</p> <p>Goals only to be hung from structural steelwork as approved by the pool manager.</p> <p>Load-rated climbing rope will be used to hang the goals. Load-rated carabiners are used to</p>	<p>All participants and leaders</p> <p>Other pool users/members of the public</p>	During all canoe polo sessions	As this is a new system, we will monitor the efficacy and manual handling requirements and adjust as needed. This includes asking the operations team at the pool for feedback to

						<p>secure the end of the ropes to the poolside, tied using a re-threaded figure-8 knot (Standard Climbing tie in knot).</p> <p>Excess rope used for the goals will be tucked behind the benches on poolside when the goals are in use during sessions and in between sessions, to prevent the excess rope becoming a trip hazard to pool users.</p>			<p>ensure that we don't impede their operations.</p>
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