

# Risk Assessment – Oxford University Canoe & Kayak Club – River 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 Flatwater River Sessions <b>Location:</b> OUCKC Shed, on the river Thames opposite Port Meadow. Postcode: OX2 0NL. What3words: <i>awake.miles.golf</i> <b>Activity:</b> Recreational paddling and/or skills work. <b>River Craft:</b> White water kayak or Stand-up Paddleboard (SUP)			
	Assessor: Date:	George Crooks 13/01/24	Signed off by: Date:	Amelia Lam 14/01/24

#	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	C	2	Medium/ 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 present at all river sessions.</p>	All members	Whenever a new member joins the club	Ensure all first aiders have access to participant medical information on MyClubHouse
2	WATER	Drowning	D	1	Low	<p>All participants in club activities must wear buoyancy aids, these are made available by the club.</p> <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 are capable of righting a capsized boat if the participant is stuck in the boat, or unconscious.</p>	All participants and leaders	During all river sessions	

3	WEATHER	Exposure, sunburn, hypothermia...	C	2	Medium/ Low	<p>If the group leader deems a participant is not properly equipped for the weather conditions, they will not be allowed to participate.</p> <p>If the weather conditions are not suitable for paddling before/during the session, the session will be cancelled/stopped.</p> <p>Cags and wetsuits are available for use, and participants are encouraged to wear appropriate clothing (not cotton or jeans) when signing up to sessions.</p>	All participants and leaders	Before and during all river sessions	Aim to increase number/quality of wetsuits/cags for participant use
4	EQUIPMENT HANDLING (including kayaks)	Back injuries, muscle strain or accidental injuries.	B	2	Low	<p>Ensure that all group members are familiar with good boat lifting practice.</p> <p>If carrying for long distances, advise participants to carry boats in pairs.</p> <p>For any heavy loads, a minimum of 2 persons should be used.</p>	All participants and leaders	Whenever carrying equipment	
5	EQUIPMENT FAILURE	Minor/major injuries	C	2	Medium/ Low	<p>Equipment Officer to ensure necessary equipment checks and servicing has been completed and documented. Unsafe equipment to be marked and removed from use immediately</p> <p>If equipment is not suitable for use on white water, it must be marked clearly and not used for white water.</p> <p>Buoyancy aids to be tested biannually</p> <p>Helmets, buoyancy aids and boats to be fitted correctly before each session. These should be double checked by other members and leaders for less experienced participants.</p>	Equipment Officer  Leaders	Before each session	Encourage reporting of faulty equipment to the club safety officer

6	ACCIDENTAL INJURIES	Cuts, Sprains, Strains, etc.	B	2	Low	<p>First aider with first aid kit to be present at all sessions.</p> <p>Suitable footwear to be worn at all times.</p> <p>If injury occurs on the river, the option to walk back to the shed should be taken if it will reduce the chance of worsening the injury.</p>	<p>Leaders</p> <p>All participants and leaders</p>	During all river sessions	
7	SUP	<p>Concussion or other injury from falling off.</p> <p>Entrapment from ankle leash</p>	C	2	Medium/Low	<p>Kneeling only when within 2 metres from a bank or moored object</p> <p>Correctly fitting helmets and buoyancy aids to be worn at all time</p> <p>Ankle leashes have been removed from the club boards and are banned from use</p>	All participants	During all river sessions	Specify safe river levels/flow rates for SUP use
8	OTHER WATER USERS	Minor/major injuries	B	2	Low	<p>Keep a look-out for other water users.</p> <p>Warn all group members to respect all other water users.</p> <p>Stay away from moored vehicles such as houseboats or stationary crafts.</p> <p>Stay away from other moving boats, especially rowers or motorised crafts.</p>	<p>All participants</p> <p>Leaders</p>	During all river sessions	
9	LOCKS AND WEIRS	Capsizing and entrapment due to submerged hazards	D	2	Medium	<p>Portage around locks and weirs when necessary.</p> <p>Only qualified white-water leaders able to take participants through locks/weirs, and must make a dynamics risk assessment based on the conditions and group ability when doing so. SUPs are not suitable for going down weirs and must stay well clear of them.</p>	All participants and leaders	When necessary	Define allowed routes to take groups during members/taster sessions.

10	WILDLIFE	Minor injuries, Diseases	C	1	Low	Participants should be warned to not interfere with the wildlife. In particular, special care should be given to swans.  Dead animals, especially birds, should be avoided in case of contracting diseases	All participants and leaders	When necessary	
11	RESCUE EQUIPMENT MISUSE	Entrapment	C	2	Medium/Low	Only leaders who have completed a BC approved training course including the use of ropes and slings may use such equipment.  A river knife must be carried by any leader who carries a rope or sling.	Leaders	Before the session	Encourage the completion of a WWSR (now WWS) course for leaders
12	LACK OF EXPERIENCE D LEADERS	Major injuries, equipment damage, death.	D	1	Low	River sessions to always have sufficient leaders for the participant numbers and river conditions – recommended leader numbers details in ‘River Session Leader Requirements’ document.  If leaders do not feel confident in their ability to run a session safely due to the conditions, group ability, or any other factor, the session should be cancelled.	President and Equipment and Safety Officer  Leaders	Before the session	
13	WATER POLLUTION	Illness	B	2	Low	During high river levels, participants should be aware of potential pollution in the river.  Participants should seek medical advice if suspected contraction of waterborne disease such as Weils disease	All participants and leaders	Always	
14	FLOODS	Drowning	D	1	Low	No club activity involving access to the shed via a flooded route will be allowed. If necessary, the session should be cancelled or postponed until the shed can be accessed safely along a dry path/road.	All participants and leaders	Before the session	