

Regents Canoe Club

Risk Assessment - Equipment



Risk Assessment for:	Assessment undertaken:	Assessment next review:
Regents Canoe Club, 16-34 Graham Street, London N1 8JX	Date: July 2016 Signed: Sean Clarke Post: Chair	Date: June 2017

Significant Hazards	People at risk from identified hazards	Existing controls / where information may be found Further actions necessary to control the risk
Moving, handling and storage of equipment	Club members, course participants, visitors	Offer advice on safe handling and movement of equipment Store boats on side to prevent filling with water and becoming heavier Keep boat cage tidy to reduce strain of moving and handling boats Longer slimmer boats should be stored upside down on the top racks Open boats should be stored upside down on the very top of the boat storage cage and locked with a padlocked chain
Using equipment	Club members, course participants, visitors	Offer advice on suitability of equipment for activity, safe use of equipment and correct fitting Advise members and course participants to put their personal safety first when using club equipment
Loss of equipment	Club members	Booking out system with restricted access to equipment Charge for loss of equipment Annual audit of equipment
Damage to equipment	Club members	Annual audit of equipment and ongoing maintenance Encourage damaged and/or faulty equipment to be reported to Equipment Officer Decommissioning of items in need of repair Disposition of items beyond state of repair Ensure equipment purchased meets any required safety standards
Theft of equipment	Club members	Limit access to equipment stores (currently 4 sets of keys) Use of boat locks when taking boats away from site Duty officer to be present at club sessions Booking out system with restricted access to equipment Members advised of their responsibility to look after equipment