



Regents Canoe Club Risk Assessment - Canal Sessions

Risk Assessment for:	Assessment undertaken:	Assessment next review:
Regents Canoe Club, 16-34 Graham Street, London N1 8JX	Date: April 2019 Signed: Mark Donaldson Post: Chairperson	Date: September 2019

Significant Hazards	People at risk from identified hazards	Existing controls / where information may be found Further actions necessary to control the risk
Slips, trips, falls; glass and debris; personal injuries	All users	<p>Users should wear suitable footwear at all sessions. Spare shoes are available in the kit if required.</p> <p>All members attend an introduction to the canal when they join via the NME or IWWK and are told to wear footwear and not run around the site and be aware of any hazards.</p> <p>The duty notes remind the duty officer to check paddlers are wearing suitable footwear.</p> <p>There is a First Aid Kit with the duty box which is brought out every session</p> <p>People are made aware of storing boats safely to avoid them falling and to request help when getting boats out of the cage or putting them away at height.</p>
Back Injury	All users	<p>All beginners and inexperienced paddlers are shown the correct way to lift and carry a boat and how to empty it if full of water at the NME or IWWK course. Members also encouraged to double up or ask for help if struggling.</p> <p>Other experienced members to assist if see bad practice.</p>
Injury from missiles on canal	All users	<p>New Members made aware of occasional verbal abuse and throwing of missiles by members of the public (usually young people) at NME or IWWK.</p> <p>Paddlers to be encouraged to not to paddle by themselves, especially when dark. This is on the duty notes.</p> <p>Paddlers may borrow a helmet to wear whilst paddling on the canal if they wish.</p> <p>Emergency Services to be called if serious incident arises.</p>



Drowning	All users	<p>As a minimum, paddlers should be able to swim 50m in clothes. Members confirm they can do this on their membership form. All new paddlers are encouraged to complete a beginner course where capsize drills are practiced or attend pool sessions. This is emphasised at the NME.</p> <p>No-one can wear a spray deck unless they confirm they have completed a spray deck test. This is emphasised at the NME.</p> <p>Members are required to state whether they have completed a spray deck test on the sign in sheet every time they get on the canal. Beginners and inexperienced paddlers advised to stay in sight of other paddlers at NME and Role of Duty Officer notes suggests duty officer can remind paddlers of this if deemed appropriate.</p> <p>Ensure that everyone wears a buoyancy aid when on the water or walking on the pontoons. This is highlighted at NME.</p>
People getting into difficulty	All users	<p>Encourage members to not paddle alone. People are advised at the NME.</p> <p>Advise new members / visitors to stay within the basin, especially when the weather is cold / evenings dark.</p> <p>Role of Duty Officer notes recommends duty officer can remind paddlers of this where deemed appropriate.</p>
Weil's Disease / Infection etc.	All users	<p>New members are informed of the possibilities of contracting this and other diseases from water sports and the precautions that should be taken at the NME or IWWK. It is also on the membership form and on the website under information about paddling at the canal.</p>
Swans/Birds	All users	<p>Paddlers should be made aware of the dangers associated with swans and keep well away from angry swans</p>
Missing persons	All users	<p>Before getting on the canal all users are required to write their name into the Duty Book and then sign out once they have gotten off the water.</p> <p>The Duty Officer should ensure that everyone is off the water and accounted for before the club is locked up.</p> <p>Paddlers going further than the first lock should indicate in the Duty Book.</p> <p>The Role of the Duty Officer notes explains what to do in the event of a person not returning.</p>
Minor cuts, bruises and other injuries	All users	<p>First Aid Kit is kept with the Duty Box and is a mandatory item to be removed from the cupboard and kept with the Duty Officer during all canal sessions.</p> <p>The First Aid Kit is checked once a year by the Safety & Training Officer for validity and stock take of contents</p>



Emergency vehicle access	All users	Ensure cars parking in the driveway are not completely blocking potential emergency vehicle access.
Guest Paddlers	Guest paddlers	Guest paddlers can only attend with a member of the club who is responsible for them while on the water and at the club. They have to read the terms and conditions of paddling at the canal as a guest and sign they have understood and are happy.
Cold weather/ Ice on the Canal	All users	<p>When the canal is frozen a decision may be taken to cancel the session and the club will remain closed.</p> <p>Members are made aware of cold-water immersion risk at the NME and during cold weather months advised to paddle insight of the club or with another paddler in case they get into difficulty.</p>