

Activity Risk Assessment 2020



Health and Safety Policy and Conditions for Employees and Volunteers.

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Platty+ Ltd
Inkwell Cottage, Torpenhow, Wigton, Cumbria, CA7 1HT

016973 71069

jplatt@plattyplus.co.uk

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General Operating Procedures.

The directors who are responsible for the implementation and review of the policy lay down in this statement. All matters relating to this policy should be directly addressed to them.

1. Employees & volunteers will take part in an induction day, be given a copy of this safety policy, information to groups and the Accident and Emergency Procedures and shown through the work manual containing all information regarding the operation of the business, including fire action plan, accident / incident and damage report forms at the start of employment and at the beginning of each season.
2. Employees & volunteers must give a full list of their British Canoeing, R.Y.A. and First Aid qualifications, their British Canoeing and R.Y.A. membership information, address, next of kin's telephone number, any physical or psychological condition and National Insurance number (and tax reference number if self-employed) at the start of employment and at the beginning of each season.
3. An employee's meeting will be held at the beginning of each day to discuss the requirements of each group, weather and operating conditions, and job delegation. Radios to be distributed to licensed operators as appropriate. If you have a mobile phone it is advised that you take it as an emergency contact (waterproof container will be provided). If an instructor is unhappy with the conditions or safety of the group whilst in his sole charge they may decline to go on the water. Accidents and near miss incidents will be discussed. At the end of the session or day, a session review form may be filled in. Any employees & volunteer's comments may be made on this form as appropriate. Session reviews will be discussed at instructor meetings
4. Employees & volunteers must check all equipment and clothing to be used, before the start of the activity, to ensure it is fit for the purpose. If unfit for use, attach a defective equipment notice and immediately report any defects to the owners. Buoyancy must be intact, painters or towing loops present. Buoyancy aids should be checked and removed from operational site if unfit for use.
5. Employees & volunteers must book in & out when leaving the site, on the Record Sheet for Booked Groups or the Participants Register for Hire & Tuition.
6. Whilst on the water employees & volunteers must carry a First Aid Kit, bivy bag and spare clothing. Employees & volunteers must not take groups in to the no boating zones, Great Bay and the in flowing River Derwent or its delta region.

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7. Employees & volunteers must ensure all participants have the correctly fitting Buoyancy Aids provided and suitable clothing for the activity. Check for details of any physical or psychological conditions of the participant in their charge.
8. All activities must include an on the shore session for beginners and for anyone who the instructor thinks are unsure of the basics. This must include a capsizing drill routine and rafting or lying to procedures. Boats must not go afloat until suitable safety boat cover is ready. Sailing boats must stay within the agreed sailing area and in contact with the safety boat
9. Boats travelling away from lakeside base must account for the ability of the group, likely weather changes and time available.
10. Safety boats must always follow the 10 miles an hour speed limit, other than in an emergency. Care should always be taken to ensure the safety of all other lake users, when getting on and off the water, to avoid hindrance to the Passenger Launch. Operators must hold an RYA Powerboat Level 2 certificate, use a kill cord and check the fuel level. The boat must be equipped with safety equipment as provided for this purpose.
11. In the event of an accident or incident the employees & volunteers will follow the Accident and Emergency Procedure as appropriate and report to the directors immediately. An accident or incident is where advise or treatment is given i.e. a first aid kit is used or advise is given to deal with the accident or incident. In both cases, instructors must fill in an incident report on return to the shore.
12. Customers with a complaint should be directed to the directors and asked to fill in a complaint form.
13. Any injury or illness to employees or volunteers must be reported to the directors immediately.

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Manuel Handling.

Care should be exercised always when you or customers are lifting and carrying equipment.
Employees & volunteers to promote and use safe lifting strategies.

Ensuring sufficient people are used.

Clear directions are to be given by the staff as to what to do if one person wishes to rest whilst carrying.

Canoes

A minimum of 2 adults to carry one at each end.

If children or special needs are carrying, there must be a minimum of 4 to a canoe

Two canoes can be carried at a time by staff.

If trained, individual staff can carry one smaller canoe (15'8") on shoulders.

Kayaks

A minimum of 2 adults to carry one at each end.

Maximum of two kayaks can be carried at a time by two staff.

Individual staff can carry junior scouts.

Voyageur

Clear communications amongst the carrying crew should be used by the staff in charge of moving the boat.

If trained, individual staff can turn over the voyageur on its own rack.

A minimum of two adults are need to load and move on the provided trolley.

If carrying, a minimum of four adults are needed.

Carrying positions should be by the seat, thwart or gunwale.

All staff should warn against putting hands through the scuppers whilst carrying to avoid injury to hand if boat is dropped.

Trolley

One person can load any craft (except the voyageur) on to the provided trolley whilst craft is floating.

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Unloading of trolley on to the ground is permitted by one person.

Viking Tent and Gazebo

Minimum of two people are needed to erect the framework.

Good communication whilst erecting to prevent trapping fingers between spars.

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Instructor Ratios

Instructor ratios and qualifications will be kept within Governing Bodies recommendations at all times e.g.

Activity	Instructor to Pupil Ratio	Minimum Coach Qualification
Kayak	1: 8	UKCC British Canoeing Level 1 Coach or old British Canoeing Level 2 Kayak Coach with in house training
Stand Up & Paddle Boards	1: 8	As above or with Discipline Support Module SUP
Canoe or Double Kayaks	1: 12 in 6 Canoes. Canoe paddled solo 1:6	UKCC British Canoeing Level 1 Coach or old British Canoeing Level 2 Canoe Coach with in house training

Instructor ratios as laid down in the British Canoeing Activity Quality Mark.

For British Canoeing skills course the coach qualification will be in the remit for the course.

Single handed Sailing	1: 6	R.Y.A. Dinghy Instructor
Crew boat Sailing Experienced pupils	1: 9 in not more than 6 Boats	R.Y.A. Dinghy Instructor
Crew boat Sailing Instructor on board	1: 4	R.Y.A. Seamanship Skills, Group Leader R.Y.A. Dinghy Instructor
Dragon boating Accompanied by Safety Boat	2: 20	1 experienced helm with in house training as listed in employee's qualifications R.Y.A. National Powerboat Certificate Level 2
Voyager	1: 10	British Canoeing Level 1 Canoe Coach with in house training as listed in employee's qualifications
Raft Building	1: 10	Experienced coach with in house training as listed in employee's qualifications

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Viking Long ship	2: 12	1 experienced helm with in house training as listed in employee's qualifications R.Y.A. National Powerboat Certificate Level 2
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All employees & volunteers in sole charge of a group must have a valid First Aid Certificate that includes C.P.R

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Activities Risk Assessment

General overview.

The major control measure for most of the foreseeable risks

- We only use instructors who hold the appropriate Governing Body Awards (as laid down in Health and Safety Policy document) and are DBS checked.
- We stick to the Governing body recommended instructor: pupil ratios. (As laid down in Health and Safety Policy document)
- Instructors will carry an appropriate First Aid Kit, safety equipment and spare clothing. (Kits often supplied by Platty +)

These measures ensure that the instructors are in a suitable position to constantly assess and re assess risks as they occur.

Specific control measures are highlighted in our Health and Safety Policy document. Each instructor is given a copy on commencement of employment and at the beginning of each season. Special problems specific to a group or individual are discussed at staff meetings.

The water sports are managed from the site office adjacent to the lake-frontage and wooden jetty, with shared access to the clients of the Keswick Launch Company

In addition to the specific control measures outlined below and in Platty +'s Health and Safety Policy document, most activities take place in an area that is in view of base, where at least one power safety boat will be available.

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HAZARD
Falling in water

RISK
Drowning

Health issues due to poor water quality

Jumping in the water from craft or jetties

Injury

General Risks.

CONTROL

- All participants must wear Platty + approved buoyancy aids, whose correct fit has been checked by employees or volunteers prior to water borne activity.
- Instructors to be vigilant for signs of contamination
- If a problem with water quality in certain areas of the lake, has been highlighted to Platty + by official bodies, clients will be informed of the potential risks.
- Instructors will direct clients away from infected areas and immersion will be avoided.
- Advice to clients will include good hygiene, wash or showering following activity
- Buoyancy aids must be worn.
- Supervision by an employee or volunteer who have a reaching item available or are in a craft on the water capable of assisting injured ashore
- Clients to only jump feet first not dive
- Clients directed not to flip over
- Clients must jump into water that is deep enough not to touch the bottom and is free from floating objects including other clients

Individuals at Risk

Clients, Employees and Volunteers

Clients

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
From other Water users	<i>Injury or capsized</i>	<ul style="list-style-type: none"> When necessary, clients will be directed to cross the Launch channel as quickly as possible to ensure safety and maintain good relationships. Launching craft on to the water should not occur when a Launch is due. Beware of other groups who may not be in control, particularly beginners sailing groups, and avoid their area of operation. 	<i>Clients, Employees Volunteers and other water users</i>
Changes in weather	<i>Group management affected. Inability to manoeuvre as desired.</i>	<ul style="list-style-type: none"> At employees briefing the forecast will be discussed and sessions planned accordingly. Employees monitor changing conditions and have alternative session plans if necessary. If conditions deteriorate significantly, the session will be terminated to ensure safety. 	<i>Clients, Employees and Volunteers</i>
Exhaustion	<i>Inability to return to base under own steam</i>	Sessions should be planned according to the age group, the skill and experience of the weakest group member and the expected weather.	<i>Clients, Employees and Volunteers</i>
Exposure to sun	<i>Hyperthermia</i>	Client required to use appropriate clothing or sun block and sun hats.	<i>Clients, Employees and Volunteers</i>
Poor technique	<i>Blisters, joint injuries, tenosynovitis</i>	<ul style="list-style-type: none"> Employees & volunteers to promote safe paddling practise The clients provide details of existing medical conditions. 	<i>Clients, Employees and Volunteers</i>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
Sudden immersion in cold water. Exposure to cold	<i>Hypothermia</i>	<ul style="list-style-type: none"> The clients should be adequately dressed for the prevailing conditions, (wind proofs and hats). Sessions run when winter conditions prevail should be structured to avoid immersion. Facilities at base to re warm or carry sufficient clothing and a hot drink facility. Instructors to carry appropriate spare clothing 	<i>Clients, Employees and Volunteers</i>
Trapped fingers	<i>Impact injury</i>	<ul style="list-style-type: none"> Group safety briefing to include specific instructions about hands being trapped between boats, boat and jetty, boat and other craft. Instructions to be repeated where necessary. 	<i>Clients, Employees and Volunteers</i>
Entanglement by rope	<i>Entrapment. Injury</i>	Employees & volunteers to carry a discreetly stored knife on their person whilst on the water. Safety boat equipment to include a discreetly stored knife	<i>Clients, Employees and Volunteers</i>
Carrying Equipment	<i>Lifting injuries</i>	Employees & volunteers to promote and use safe lifting strategies. Supervise clients lifting, at all times, ensuring sufficient people are used.	<i>Clients, Employees and Volunteers</i>
Hit by Paddles	<i>Impact injuries</i>	<ul style="list-style-type: none"> Employees & volunteers to make clients aware of the dangers of moving paddles whilst in close company with other people Care when rafted craft are breaking up The playing of paddle bopping game is not to be undertaken with children below Year 6 	<i>Clients, Employees and Volunteers</i>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
Dropping items on feet	<i>Impact injuries Cuts and bruises</i>	<ul style="list-style-type: none"> • Clients to wear footwear covering top of foot that are securely fastened • Employees & volunteers to make client aware of how to lift and carry • Firm grip on item • Do not carry items that are too heavy • How to give appropriate warning to partners carrying the item if they are putting items down or dropping item 	<i>Clients, Employees and Volunteers</i>
Glass and sharp rocks	<i>Damaged/cut feet</i>	Appropriate, securely fastened footwear to be worn always. Stand Up Paddle Boarders may remove shoes whilst on board.	<i>Clients, Employees and Volunteers</i>
Child Protection	<i>Exposure of pupils to undesirable individuals</i>	<ul style="list-style-type: none"> • Employees and Volunteers to be DBS checked • Adequate supervision undertaken by accompanying adults • Male and female changing not to be used at the same time by other clients. 	<i>Clients who are children or vulnerable adults</i>
Falling from height whilst getting in or out of craft	<i>Impact injury</i>	Safe embarkation is managed by clients sitting on jetty and stepping into craft, assisted by employees or volunteers as necessary. Use of pontoon, level entry where practical	<i>Clients, Employees and Volunteers</i>

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Specific risks.

<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
<u>Canoes and Kayaks</u>			
Falling over whilst standing	<i>Injury or capsizes</i>	Staff trained to organise and manage 'stand up' scenarios safely, i.e. venue, proximity of other craft, number standing, wind and wave action, action of other group members etc.	<i>Clients, Employees and Volunteers</i>
<u>Stand Up & Paddle Board</u>			
Falling over whilst standing	<i>Injury or invert board</i>	Staff trained to organise and manage 'stand up' scenarios safely, i.e. venue, depth of water, proximity of other craft, number standing, wind and wave action, action of other group members etc.	<i>Clients, Employees and Volunteers</i>
Hit by paddle whilst falling	<i>Injury</i>	Keep good adequate distance between craft. When two people are on the board, the paddler should kneel.	<i>Clients, Employees and Volunteers</i>
Loss of Board	<i>Inability to return to base under own steam, hypothermia, exhaustion</i>	Always wear the provided leash	<i>Clients, Employees and Volunteers</i>
<u>Dragon Boat</u>			
Swamping or Capsize	<i>Full crew in the water (20 people)</i>	<ul style="list-style-type: none"> Safety briefing at start of the session to include buddy system Dragon boat covered by a safety boat that can take entire crew. 	<i>Clients, Employees and Volunteers</i>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
Sailing			
Hit by boom	<i>Impact injury mainly to head</i> <i>Single handed boats</i> <i>Laser 16</i>	(Helmets available on request) All clients under tuition and children to wear helmets. Boom much higher, instructor to make clients aware of the problem. Whilst playing games of dipping head in the water ensure clients are aware of dangers of coming up quickly and hitting the boom	<i>Clients, Employees and Volunteers</i>
Voyager			
Falling from height whilst getting in or out	<i>Impact injury</i>	Safe embarkation is managed by clients sitting on jetty and stepping into craft, assisted by employees or volunteers as necessary. Use of pontoon level entry where practical	<i>Clients, Employees and Volunteers</i>
Swamping or Capsize	<i>Full crew in the water (10 people)</i>	<ul style="list-style-type: none"> • Safety briefing at start of the session. • Employees to carry radio or mobile phone to contact base for safety boat assistance. • Carry large bailers, crew to remain with the boat and assist employee bail. • Monitor weather conditions. 	<i>Clients, Employees and Volunteers</i>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
Raft Building			
Drifting offshore	<i>Inability to return to shore</i>	<ul style="list-style-type: none"> Activity to take place in designated safe area close to the land. Restrict the area of operation giving clear boundaries Safety boat tow back where necessary 	<i>Clients</i>
Capsize of raft	<i>Raft Impact Injury</i>	<ul style="list-style-type: none"> Appropriate safety craft must accompany the raft (Canoes in shallow water situation but powered safety boat on standby) Clients briefed on the instability of an unbalanced raft. 	<i>Clients</i>
	<i>Head injury during capsize</i>	All clients to wear helmets on the water.	
Entanglement in raft	<i>Person trapped in raft</i>	Employees & volunteers must carry a knife to cut ropes.	<i>Clients</i>
Hit whilst rafting poles being moved onshore	<i>Impact injury most likely on head</i>	<ul style="list-style-type: none"> Activity to take place in a sufficiently large area with space between other rafts being built Encourage, where possible, two people to carry poles one at each end. 	<i>Clients, Employees and Volunteers</i>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
<u>Viking Long ship</u>			
Falling from height whilst getting in or out	Impact injury	Safe embarkation is managed by clients sitting on jetty and stepping into craft, assisted by employees or volunteers as necessary.	Clients, Employees and Volunteers
Swamping or Capsize	Full crew in the water (10 people) or swamping	<ul style="list-style-type: none"> Safety briefing at start of the session. Viking Long ship covered by a safety boat that can take entire crew. 	Clients, Employees and Volunteers
Hit by Yard or blocks	Impact injuries	Only trained employees & volunteers on board should raise or lower yard and warn clients about the blocks when the sail is flogging.	Clients, Employees and Volunteers
<u>Viking Experience</u>			
Clothes catching fire, falling into fire and touching hot items	All fire - related risks: - burns, scolds, smoke inhalation	<ul style="list-style-type: none"> Fire area delineated Area clearly identified Area free of impediment, trip hazard etc. Fire protection – water, fire extinguisher, fire blanket. Briefed on ‘No – Go’ area Accompanying staff to have enhanced monitoring role, 1 to 10 staff to pupil ratio. <p>At least one employee or volunteer to have visual oversight of fire area.</p>	<p>Employees and Volunteers</p> <p>Clients</p> <p>General public</p>

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<u>HAZARD</u>	<u>RISK</u>	<u>CONTROL</u>	<u>Individuals at Risk</u>
Trapped fingers in between the spars of tent	Crush Injury	Employees and volunteers trained in tent erection: - minimum numbers, technique for lifting spars into position, effect of wind etc.	Employees and Volunteers
Handling wool, smoke inhalation and eating and handling food	Allergic reactions	Clients, employee and Volunteers to provide details of existing medical conditions. Group leaders made aware of activities undertaken well before day of trip.	Clients, Employees and Volunteers
Tasting food samples	Food poisoning	<ul style="list-style-type: none"> Food hygiene cannot be guaranteed. Accompanying staff to have enhanced role in ensuring only 'taster' samples consumed. Have commercially made products for them to taste. 	Clients, Employees and Volunteers
Replica sword	Impact injuries	<ul style="list-style-type: none"> Use of a re-enactment sword, controlled by employee or volunteer, clients to remain a sword length away determined by a controlled swing of the sword. When clients holding alone to keep tip on the floor. Sword to be stored in a box when not in use. 	Clients, Employees and Volunteers

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RYA - Safety Briefing to Clients

This is designed as an aid to employees as to what to include during the onshore safety briefing

1. Employees & volunteers must ensure all participants have the correctly fitting Buoyancy Aids provided and suitable clothing for the activity. Check for details of any physical or psychological conditions of the participant in their charge.
2. Clients sailing without an instructor onboard must include an on the shore session briefing of capsizing drill routine and lying to procedures. Boats must not go afloat until suitable safety boat cover is ready. Sailing boats must stay within the agreed sailing area and in contact with the safety boat.
3. Clients to be informed of the hazards on the lake as per the conditions of sailing hire.
4. Clients to be informed of any hazards applicable on the day.
 - a. Low water levels
 - b. Blue green algae
5. Clients to be informed as to how to attract attention if in difficulty.
6. Clients to be informed of any forms of communication and position of safety equipment being carried.

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British Canoeing Session Plan

This is designed as an aid to employees as to how the sessions for beginners should be run

1. Before the pupils arrive

- Check if there is a session review from previous sessions with this group.
- Check booking details, ensuring there is a Participants Register
- Coach warm up
- Check the equipment to be used during session, craft, paddles and buoyancy aids
- If you have assistance get out craft, if not get craft out with the pupils after warming up, always taking care when lifting show pupils how to lift keeping back straight, use as many people as possible to carry each craft.

2. When the pupils arrive.

- Show pupils around the building
- Inform pupils of action to be taken if there is a fire
- Inform appropriate client member of any hazards applicable on the day: - Low water levels - Blue green algae
- Tick off the attending participants on the Participants Register and check their medical details
- Check pupils clothing is adequate
- Fit buoyancy aids
- Give out paddles

3. On the shore briefing

- Warm up session appropriate to the length of session and individual pupils
- Show pupils how to use paddles
- Look at craft and show how to sit, kneel or stand in/on the craft
- Talk about capsized drill
- Describe how to raft up or ducky on Stand Up and Paddle Board
- Brief pupils on initial area to be used

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4. On the water

- You get on the water showing how to do this
- Pupils follow you example
- Allow experiential learning
- Raft up
- Play games appropriate to the conditions so pupils gain confidence in the craft
- Stroke coaching if appropriate
- Short journey to get paddling

5. One-hour session

- Games or a short journey

6. Two-hour session

- Teach sweep strokes
- Improve forwards paddling – journey to site of interest
- Backwards / Sideways paddling
- Game

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Coaching courses on moving water

<i>General overview</i>	Staff (trainers or assessors running the course) should always be present whilst candidates are on the water. Staff should be appropriately qualified and in the correct ratios as laid down by British Canoeing. Inspection of candidate's boat and equipment to ensure it is appropriate for the day's activity.
<i>Exhaustion or Injury in isolated areas</i>	Moving water sites should be well known to the staff in a variety of water levels, exit and extraction points should be familiar. Staff should ensure that sufficient safety equipment is carried within the group to account for potential risks encountered. Staff should carry external communication, mobile phone or radios, and be aware of areas of poor reception.
<i>Hazardous decisions by candidates</i>	Staff to maintain control of the group and exercising a veto over inappropriate decisions before they are implemented.
<i>River hazards</i>	Candidates in control on a section of river unfamiliar to them to be given appropriate warnings of any potential hazards
<i>Appearance of new hazards on the river</i>	Staff to always maintain vigilance and bank recce sections known likely to have new hazards.
<i>Candidates skill level inappropriate</i>	Assessment of basic paddling skill made by staff as soon as possible.
<i>Exhaustion mentally or physically of guinea pigs</i>	Guinea pigs used should be in a small group, of appropriate basic paddling skill to the day's activity and ideally known to the staff. Staff should ensure that candidates do not over stretch guinea pigs.
<i>Head injury</i>	Helmets to be worn, compulsory on kayak courses and optional on canoe and stand up paddle board courses.

Platty+ Ltd
Inkwell Cottage, Torpenhow, Wigton, Cumbria, CA7 1HT
016973 71069

jplatt@plattyplus.co.uk

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Powerboat and Safety Boat Risk Assessment

- Drowning** • Everyone onboard must wear Platty + approved buoyancy aids, whose correct fit has been checked by employees or volunteers prior to boarding.
- Powerboat Sinking** • Instructors should check the integrity of the rigid hulls and tubes after each launch and recovery.
 - Before launch check the bungs are in.
 - Pumps are operational.
 - Bailing systems in place, always carry a large bucket.
 - Instructional area selected to avoid collision with hard objects.
- Other Lake Users** • Care should always be taken to avoid operating near the Keswick Launch.
 - Care to avoid areas used by other craft when performing high speed manoeuvres.
- Lifting and Carrying Injuries** • Instructor to demonstrate correct technique before any such tasks is undertaken.

Whilst rescuing other craft

Injuries caused by paddles

- **Canoes and Kayaks**
 - Instructor to make clients aware of the dangers of moving paddles whilst in close company with other people.

Head injury from the boom.

- **Sailing**
 - Instructor to make clients aware of the problem.
 - Approach on windward side of the craft if possible.

Trapped fingers

- Instructors to warn clients to keep whole hand inside craft when close to any other crafts, jetties or other structures.

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016973 71069

jplatt@plattyplus.co.uk

Registered in England and Wales No. 4454163

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Launch and Recovery Injuries

Run over by car or trailer

Slipping

Winch injuries

- No person should be behind or move behind the boat whilst it is on the slip or being moved.
- Footwear should be appropriate.
- Instructors should make the clients aware of the dangers of slippery surfaces.
- Maintenance of all winches should be regular.
- Instructors should show clients the proper use of a winch.
- Only one designated person should operate the winch at a time.

Fuel Injuries

Fire

Spillage

- No smoking on boats or areas close to fuel storage or transfer.
- Dry powder extinguishers available on board each boat.
- Fuel and battery isolated from each other.
- Eye wash or freshwater available on boat.
- Washing facilities and change of clothing available at base.
- Transferring fuel should take place using a funnel.
- Fuel should be carried in suitable containers for the fuel.

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Anchors and Laying of Marks

General overview Anchors should have a length of chain attached and this should be attached to a warp. Marks should be attached to an anchor and counterweight by a warp. Warps should be made of sinking line

- Rope injuries and drowning after pulling overboard*
- Powered craft to be stationary when dropping anchors
 - Operators in manpowered craft should ensure their stability before dropping anchor
 - All warps should be coiled neatly to ensure smooth outrunning of warp and avoid entanglement

- Crush injuries*
- Anchors and counter weights should be stowed in powered craft so they cannot slide about whilst under way

- Injury*
- Operators should ensure they are in good stable position in the craft facing the direction of drop or lift and use good manual handling techniques
 - In foul conditions 2 people should be present in the craft

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Working with Film Crews

General overview Safety boat operators must hold an RYA Powerboat Level 2 certificate, use a kill cord and check the fuel level. The boat must be equipped with safety equipment as provided for this purpose. Safety boats must always follow the 10 miles an hour speed limit, other than in an emergency. Care should always be taken to ensure the safety of all other lake users and avoid hindering the Passenger Launch. Our powered craft will have radio communication with each other. Film crews will be responsible for communication provision from shore to the water, if not using Marine VHF. The operator will keep account of the number of people onboard. No more than 12 passengers will be carried onboard any safety boat. The maximum load including number of people and amount of equipment to be carried will be the responsibility of the operator and be in line with the crafts CE plate. It is at the operator's discretion whether none essential passengers shall be carried during the filming. All passengers will undertake not to hinder the performance of the operator. It is the Film Crews responsibility to ensure that the craft used by other organisations, to assist with filming, are appropriate for the purpose it is to be used for and the operators are suitable qualified for the task. The film crew will brief the operator at the beginning of each session as to the boats task. It is the Film Crews responsibility to inform Platty +, on the day, of any passenger's medical condition.

Operating in the dark

Passengers will not be carried unless buoyancy aid has a light stick attached. The safety boat will be equipped with a flood light. The Film Crew will provide adequate light at loading and unloading sights.

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- Drowning* • Everyone onboard must wear Platty + approved buoyancy aids, whose correct fit has been checked by employees or volunteers prior to coming onboard.
- Changes in weather* • If conditions deteriorate significantly, putting passengers at risk, the operator will inform the Film crew, unload all passengers and ensure all other craft and people Platty + are responsible for have withdrawn from the water.
- Powerboat sinking* • Instructors should check the integrity of the rigid hulls and tubes after each launch and recovery.
 - Before launch check the bungs are in.
 - Pumps are operational.
 - Bailing systems in place, always carry a large bucket.
 - Operating and filming area selected to avoid collision with hard objects.
 - Care to be taken whilst loading and unloading of equipment to avoid damage to the boat
- Lake hazards* • Filming area to avoid shallow areas
 - Area to avoid crossing passenger ferry course. If the route must be crossed, this will be done at right angles and the timetable to be consulted to avoid busy times.
 - Powered craft to keep a watch for other boats entering the filming area and ask them to go around.
 - Film crew to inform all operators of the activities beforehand and ask them to inform any launching from their venue
- Falling from height whilst getting in or out of craft* • Safe embarkation is managed by passengers sitting on jetty and stepping into craft, assisted by employees or volunteers as necessary.
 - Use of pontoon or jetties, level entry where practical.
- Crush injuries* • Passenger briefing to include specific instructions about parts of the body being trapped between boats, boat and jetty, boat and other craft.
 - Instructions to be repeated on approach to any hard object, other craft, jetties or pontoon.

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- Lifting and Carrying*
- Operator to demonstrate correct technique before any such tasks is undertaken.
- Injuries*
- Loading and unloading equipment into the safety boat should be undertaken by the appropriate number of people in and out of the boat to manage the weight or dimensions of the equipment
 - Where possible the loading or unloading should take place at level entry where the boat is tightly tied to jetty or pontoon. Where this is not possible great care should be taken to ensure the boat does not move and items are not dropped from a height.
- Hypothermia*
- The passengers should be adequately dressed for the prevailing conditions, (wind proofs and hats).
 - During winter conditions operators will drive to suit the prevailing conditions to prevent man over board and extra care whilst getting in and out of safety boat to avoid immersion.
 - Facilities at filming base should have the facilities to re warm and provide hot drinks.
 - Safety Boat to carry appropriate spare clothing.

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Swim Events

General overview Safety boat operators must hold an RYA Powerboat Level 2 certificate, use a kill cord and check the fuel level. The boat must be equipped with safety equipment as provided for this purpose additional survival bags to be provided by the event organiser. Safety boats must always follow the 10 miles an hour speed limit, other than in an emergency. Care should always be taken to ensure the safety of all other lake users and avoid hindering the Passenger Launch. Our powered craft will have radio communication with each other. Event organiser is responsible for communication provision from shore to the water, if not using Marine VHF.

Safety canoes and kayaks should be manned by people with the appropriate qualification (Canoe Safety Test or UKCC Foundation Rescue and Safety certificate) or experience in dealing with swimmer rescue and hold a valid First Aid Certificate. Only qualified crew will be permitted onboard during the event if the boat is covering safety. It is at the operator's discretion whether passengers shall be carried during the event. All passengers must wear buoyancy aids and be over 18. They will undertake not hinder the performance of the operator. It is the event organisers responsibility to ensure that the craft used by other organisations, to assist with the event safety, are appropriate for the purpose it is to be used for and the operators are suitable qualified for the task. Once swimming, the swimmers naturally fall into groups which a man powered craft will keep a tally of.

Briefing at the start, to swimmers, on how to attract attention if they are in difficulty.

Briefing at the start to assign zones to the man powered craft and how they signal to the Safety boats when a swimmer needs to get out of the water.

It is the event organiser responsibility to inform all rescue craft of any swimmer with a medical condition.

It is the event organisers responsibility to keep a record of the number of swimmers entering the water and when swimmers leave the water so the number on the water is always known.

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- Powerboat sinking*
 - Instructors should check the integrity of the rigid hulls and tubes after each launch and recovery.
 - Before launch check the bungs are in.
 - Pumps are operational.
 - Bailing systems in place, always carry a large bucket.
 - Instructional area selected to avoid collision with hard objects.
- Lake hazards*
 - Course to avoid shallow areas
 - Course to avoid crossing passenger ferry course. If the route must be crossed, this will be done at right angles and the timetable to be consulted to avoid busy times.
 - Powered craft to keep a watch for other boats entering the course field and ask them to go around.
 - Event organiser to inform all operators of the event beforehand and ask them to inform any launching from their venue
- Drowning*
 - Everyone onboard must wear Platty + approved buoyancy aids, whose correct fit has been checked by employees or volunteers prior to coming onboard. With the exception of casualties pick up during the event who will be positioned in a suitable location within the boat to prevent the likelihood of falling overboard
- Swimmer Exhaustion*
 - Prior to the event the event organiser should make it clear to the swimmers the required level of ability including the distance in exposed open water.
- Swimmers skill level*
 - The course markers, as provided by the event organiser, should be sufficiently large to ensure swimmers do not go off course
- Swimmer hit by a boat*
 - If it is necessary for boats to cross the course, it should be done behind the swimmers or at right angles at slow speed.
 - The correct number of safety boats will be used so they can be positioned to avoid driving through swimmers even when performing a rescue
 - Whilst rescuing a swimmer, man powered craft should always move slowly, offering the bow of the boat so they can always see the swimmer.
- Swimmer injury or illness not spotted when in difficulty*
 - There should be a sufficient number of craft to escort the group and they should be positioned behind and on either side of the group
 - Swimmers should wear brightly coloured swim caps to ensure visibility even when not swimming

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Night-time people movement across the lake

General overview Safety boat operators must hold an RYA Powerboat Level 2 certificate, use a kill cord and check the fuel level. The boat must be equipped with safety equipment as provided for this purpose plus use of navigation lights and flood lights attached where appropriate. Safety boats must always follow the 10 miles an hour speed limit, other than in an emergency. Care should always be taken to ensure the safety of all other lake users. Our powered craft will have radio communication with each other. Event organiser is responsible for communication provision from access to egress points. No more than 12 passengers

It is the event organisers responsibility to keep a record of the total number of people crossing and inform the driver of the number in each crossing.

- Loss of visual contact with man overboard*
- Platty + will check all participants have the correctly fitting Buoyancy Aids with a working light stick attached.
 - An additional safety boat will be on stand-by, equipped with flood light, to assist with search.
- Trip Hazards unseen in the dark*
- The event organise will provide adequate lighting to ensure that hazards are visible.
 - The walk-ways of the jetties will be mark with a rope approximately 1 meter from deck level

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