

# Waterland Risk Management Systems

Date Of Assessment	Assessment Carried Out By	Assessment Subject	Location	Assessment Date	Review date
21/06/2018	Jo Pendlebury	Dragon Boat Paddling/Racing	Waterland Lake 32	21/06/2018	8/12/2018

**Benefits of activity against risk: Learning a new activity that is mentally stimulating, educational, challenging and whole body activity**

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
<i>Slips and trips or for instance</i>	<i>Staff and visitors or clients may be injured.</i>	<i>For example We carry out general good housekeeping. All areas are well lit including stairs. There are no trailing leads or cables. Staff keep work areas clear, eg no boxes left in walkways, deliveries stored immediately, offices cleaned each evening</i>	<i>For example Better housekeeping is needed in staff kitchen, eg on spills</i>	<i>All staff, supervisor to monitor</i>	<i>01/10/2010</i>	<i>01/10/2010</i>
Slips, trip and falls	Helms, Drummer and Clients	General housekeeping maintained and all notified of the nature of the site.	Constant monitoring	All	21/06/2018	21/06/2018
Drowning	Helms, Drummer and Clients	All persons must wear a floatation aid. A buddy system is in place for checking all crew are safe	Constant monitoring	All	21/06/2018	21/06/2018
Collision	All	All persons will be made aware of the paddling circuit on the lake. The Qualified Basic Helm is in charge of the Craft at all times.	Constant monitoring	All	21/06/2018	21/06/2018
Weather	All	The Helms are to be confident and happy with the weather conditions – and the paddlers to be assessed as fit enough to handle the conditions. The Helms decision is final.	Constant monitoring	Staff	21/06/2018	21/06/2018
Severe Storm During session	Helm and Paddlers	In the event of a storm all paddlers and crew will be taken of the water until ceased for 30mins.	Constant monitoring	All	21/06/2018	21/06/2018
Exposure/Hypothermia	Helm and Paddlers	All will have available appropriate clothing to change into after immersion. Helm and Safety crew will have First Aid experience and knowledge to handle these requirements.	Constant monitoring	All	21/06/2018	21/06/2018
Swim Ability & Confidence	Paddlers and all in craft	All that partake in paddling must be, at the least, water confident and be able to tread water for five minutes.	Constant monitoring	All	21/06/2018	21/06/2018

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Manual Handling	Paddlers/Instructors	All persons who participate in paddling will be instructed in manual lifting and handling techniques for craft. All craft must be lifted with at least 20 persons due to weight of the craft.	Constant Monitoring	All	21/06/2018	21/06/2018
Blisters or injuries	Paddlers/Instructors	All injuries, however minor, must be reported for treatment or inclusion into the accident book or sheet.	Constant monitoring	All	21/08/2018	21/06/2018
Entry/Exit onto craft	Paddlers, Helm, Drummers	Use approved system for both entry and exit as per British Dragon Boat Association guidelines	Constant monitoring	All	21/6/2018	21/06/2018
Near Miss Incident	Paddlers, Helms, Drummers	All near miss incidents to be recorded into the near miss book situated in the office.				

<b>Signed Off By:</b> Jo Pendlebury	Date: 21/06/2018	Qualification:	Approved: Yes	Not Approved
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