

# Waterland Risk Management Systems

Date Of Assessment	Assessment Carried Out By	Assessment Subject	Location	Assessment Date	Review date
24/11/2016	Jo Pendlebury	Sailing	Lake 32 Cotswold Water Park	24/11/2016	24/11/2017

**Benefits of activity against risk Sailing is beneficial for team work, dexterity, making new friends and learning a new skills**

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?	Review Date
Slips and trips or for instance	Staff and visitors or clients may be injured.	We carry out general good housekeeping. Staff keep work areas clear.	No	All staff, supervisor to monitor	24/11/2016	24/11/2017
Drowning	Clients	All students and instructors will wear approved flotation aids at all times whilst on or near the water	No	Instructors	24/11/2016	24/11/2017
Equipment failure	Clients & Instructors	All equipment will be checked by the instructor before commencement of the activity and if any damage is found it will be labelled OUT OF USE	No	Instructors	24/11/2016	24/11/2017
Flotation Equipment	Clients	Flotation aids will be adjusted and checked by the instructor before the students are allowed to go near the water	No	Instructors	24/11/2016	24/11/2017
Head Injury	Clients	All persons in sailing craft (under instruction) will wear a well fitted helmet before going on any sailing craft. This is mandatory for under eighteens at all times.	No	Instructors	24/11/2016	24/11/2017
House keeping / Cleaning	Clients Instructors & Other staff	All boats and equipment will be kept, as far as reasonably practical, in a clean and tidy order.	No	Instructors and other Staff	24/11/2016	24/11/2017
Hypothermia / Exposure	Clients & Instructors	All students and instructors will wear appropriate clothing (WETSUITS) or similar for the prevailing conditions and the tasks to be undertaken	No	Instructors	24/11/2016	24/11/2017
Injuries	Staff / Clients / Instructors	All injuries must be treated and information recorded	No	Lead Instructor	24/11/2016	24/11/2017
Inclement Weather	Clients Instructor	A current up to date weather forecast will be available at all times	No	Lead Instructor	24/11/2016	24/11/2017

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Manual Handling	Clients / Instructors/ Other Staff	The instructor will instruct on manual handling of boats and make sure the students adhere to the instruction	No	Instructor/ manager	24/11/2016	24/11/2017
Medical Information	Clients	Medical information will be obtained from the students prior to the commencement of the activity	No	Office Staff/Instructor	24/11/2016	24/11/2017
Near Misses	Clients/Instructors/Casual Users	All near misses must be reported on an accident report form so that a review of the risk assessments can be carried out.	No	Instructor of session	24/11/2016	24/11/2017
Power Craft	Clients & Instructors	All instructors will be qualified to a minimum of R.Y.A Level Two Powerboat with a rescue endorsement All Powercraft will carry the correct kit according to RYA Specifications	No	Senior Instructor or Principal	24/11/2016	24/11/2017
Third Party Interference	Clients & Instructors	The instructors will not tolerate third party interference from any source and will cease the activity, if in their opinion safety is compromised	No	Instructors	24/11/2016	24/11/2017
Water Contamination	Clients / Instructors	The Safety Officer is responsible for assessing the water quality and if there is any doubt any activities involving capsizes or emersion will cease	No	Manager or Senior Instructor	24/11/2016	24/11/2017
Entrapment	Clients	See Entrapment Policy contained within sailing SOP	No	Instructor	24/11/2016	24/11/2017

Signed off by Jo Pendlebury	Date 24/11/2016	Position: Senior Sailing Instructor	Qualification RYA	Approved Yes	Not Approved
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