



ROYAL CANOE CLUB

OUTRIGGER

RISK ASSESSMENT
HAMPTON COURT CHALLENGE

VENUE: ROYAL CANOE CLUB, TROWLOCK WAY, TEDDINGTON TW11 9QY

DATE: 6TH OCTOBER 2024

REVIEW: Date checked: 14th August 2024

Committee Sign Off: 27th August 2024

RISK ASSESSMENT

HAZARD	PERSON/S WHO MAY BE HARMED	LIKE-LIHOOD OF RISK	SEVERITY OF RISK	RISK CONTROLS IN PLACE	ANY FURTHER ACTION NEEDED TO CONTROL RISK (comments around dynamic risk assessment)	OVERALL RISK rating after controls
Obstacles-stationary: bridges, Islands moored boats	Competitors, safety boats	low	high	<ul style="list-style-type: none"> - Competitors Instructions - Course Map - Safety briefing - Clubs to confirm on entry form that steers people / helms are competent -mobile phones carried in waterproof case 	High flow on day will require greater caution. Bring to attention of crews in the Safety briefing. Possible moving of the short race turning buoy on the day	low
Obstacles - moving: other competitor craft, moving boats, large driftwood	Competitors, safety boats	low	high	<ul style="list-style-type: none"> -Rules of the river included in competitor's instructions and in the Safety briefing. -Crews to give verbal warnings to other craft. -Rules of safety. -Other river users informed of event in advance. - Event on reach calendar and EA permission. RUG reminded of event 4 weeks before race. - Use of Navigation map with black spots - Move start downstream to avoid collision off the start - Competitors to finish within buoys as directed in briefing and to only paddle to creek if clear of finishing canoes 	Localised flooding can lead to debris in the water particularly at the Hogsmill and Mole inlet. Safety launch to check on the day and clear if possible Competitors briefed to be alert to other water users and black spots highlighted. In warm weather brief crews of risk presented by increased numbers of inexperienced leisure craft, inflatables etc.	low
Man overboard	Safety boat	low	high	<ul style="list-style-type: none"> -Kill cord and buoyancy aids to be used -Two personnel in each safety boat -Space blankets carried -Mobile phone or VHF radio carried in waterproof case. 	Check VHF radios for channel and adequate power Check emergency numbers are correct	low

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Capsize	Competitors	low	High	<ul style="list-style-type: none"> -Clubs to confirm on entry form that crews are able to right the canoe and self-rescue. - Non-swimmers must wear a buoyancy aid -OC6 to carry a bucket and bailer attached to boat - V1 canoes must have a suitable bailer attached -No wellies to be worn in the boat -All craft to carry mobile phone with stored emergency number in a waterproof case -Safety boats to have visual of racing crews at all times -Safety boats to have a tow line and spare rubbers for emergency rig repair -Competitors instructions to include link to RYA advice on Cold Water Shock 	<p>Competitor and Safety boat briefing to take into account the dynamic risk assessment.</p> <p>Warning at briefing if strong current from Hogsmill above Kingston Bridge</p>	low
Paddler/boat missing	Competitors	low	high	<ul style="list-style-type: none"> -Check in & check out system in place for all craft -Numbers to be worn by small boats -Safety briefing -all retiring craft to text race control 	<p>Check VHF radios for channel and adequate power</p> <p>Check emergency numbers are correct</p>	low
Drowning	Competitors	low	high	<ul style="list-style-type: none"> -All competitors to bring Buoyancy aids and will be advised on use at the safety briefing depending on dynamic risk assessment. -SUPS must wear leashes -No wellies to be worn in boat -Health declarations completed with entry form -It is the entering club's responsibility to check that equipment is river worthy. 	<p>Buoyancy aid decision based on dynamic risk assessment.</p> <p>Brief paddlers not to wear wrist weights</p>	low
Hypothermia	Competitors, officials and volunteers	medium	high	<ul style="list-style-type: none"> -Competitors and Marshalls advised to wear appropriate clothing for conditions -Space blankets to be carried by rescue boat. 	<p>Paddlers involved in an incident assessed for hypothermia and medical help sought if necessary</p>	low

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Acute medical incident eg heart attack, dislocation etc.	Competitors, officials and volunteers & public	low	high	<ul style="list-style-type: none"> - On Land: Briefings to include where the defib and first aid are stored (2 defibs on site), 1 at KGS rowing venue. -Appoint First aider for the day -On water: Accident plan in place including postcodes for emergency evacuation to ambulance -List of numbers for emergency -Mobiles to be carried in racing craft in waterproof case -Health declaration with entry form 	<p>Check emergency numbers are correct</p> <p>Consider viability of all rescue points after dynamic risk assessment</p> <p>Emergency access to be kept clear on site</p> <p>Location & code for KGS Defib to be included in briefing and safety documents plus location of RUG Defib guide</p>	low
Damaged /inappropriate equipment	Competitors, safety boats	low	medium	<ul style="list-style-type: none"> -Clubs/paddlers are responsible for making sure their craft are river worthy – signed statement included in registration. Paddlers are required to check their own equipment prior to launching -Safety boats have adequate fuel and carry spare rubbers and gaffa tape 	Rig check where possible at launch?	low
Launch Failure – loss of safety cover	Competitors, volunteers	low	high	<p>All boats to be checked the week before the event. Ensure fuel tanks are full and no petrol is taken from other tanks</p> <p>All boats to have communication to summon help and notify race control</p> <p>All boats to carry paddle to paddle boat to shore and line for towing.</p> <p>Qualified/experienced safety boat drivers deployed to drive boats.</p>	If malfunction leads to just one boat safety cover then consideration be given to postponing or abandoning the race dependent on conditions.	
Pollution and Water quality		low	high	<ul style="list-style-type: none"> -Safety briefing and plan - Weils disease precautions – wash hands and cover cuts. - Launch area swept clean of Goose droppings 	Check EA website if heavy rain in the week leading up to the race. Review recent monitoring of water quality.	low

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Adverse weather		medium	high	Monitor weather forecast Apply the RoSPA 30/30 rule for Lightning. Use of 'decision making guide' Emergency abandonment plan	Consideration on the day if the course needs to be adjusted/delayed/cancelled. Meet with team leaders to review conditions re their paddler competence	low
Communication systems failure		low	medium	Use of mobile phone network and VHF radio Clarity of VHF channel List of emergency contact numbers included in Safety and Emergency contact sheet Monitoring at Control Base at the club	Check VHF radios for channel and adequate power Check emergency numbers are correct	low
Slips trips and Falls		low	medium	Rigging areas to be arranged with clear walkway and inspected by RCCO official on day to identify any trip hazard. Signs or High Viz tape used if required.	Salt launch area and surrounds as necessary if icy Information given at competitor's arrival on site if necessary	low
Manual handling - Injury from boat manoeuvring		low	medium	Provision of launch trolley Encouragement of clubs' co-operation on handling boats Clubs/crews to be responsible for reminding paddlers to take caution when lifting boats		low
Fire, burns and scalds	Officials and Volunteers			Smoking banned in club house Fire exits and fire extinguishers in club house checked and volunteers briefed on emergency procedure Provision of first aid kit and trained personnel safety and emergency contact sheet issued to all officials and volunteers	Call for emergency services if needed	low
Covid transmission	Everyone on site	Medium	Medium	Notify everyone in advance of any Event Covid Protocols.	Remind everyone to be vigilant on the day	low