

## BRAMSTON CANOE CLUB (Witham)

### Introduction

British Canoe Union (BCU) regulations require that any organised BCU club involved activity must have a risk assessment carried out with the necessary paper work completed. In order to comply with this ruling, BCC have produced a version of Risk Assessment which the club has agreed to adhere to and complete. The BCC generic form covers the following, with all reasonable steps and considerations taken to provide a safe, enjoyable activity within the club. The list is not exhaustive but is intended to demonstrate that we have considered and taken into account our responsibility and proportionality when carrying out such activities. The generic risk form will be completed with the annotated annexes held the club website for referral.

### **GENERIC RISK ASSESSMENT FOR BCC ACTIVITIES AND TRIPS**

#### Date/Venue

1. ENVIRONMENT - annex A

All reasonable environmental issues considered

2. HEALTH and SAFETY - annex B

All reasonable safety checks have been considered

Safety brief given

All reasonable health checks have been considered

Paddlers ability considered

3. EQUIPMENT - annex C

All necessary equipment checked

4. PARTICIPANTS - annex D

Contact details taken

Shore Based Safety Officer /person(SBSO) informed with cut off time.

Signed Lead Paddler

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Annex A - ENVIRONMENT. We have considered the following:

#### Location

Sheltered, exposed, ingress/egress and facilities such as parking, toilets, changing, refreshments.

Private land – seek permission and or have relevant licences to paddle, portage, launch and recover boats and equipment.

### Water Type

Flat water, Moving water, Sea, Surf, white water

### Environmental issues

Areas of special scientific interest

Water borne diseases

Erosion issues (seal launching, loose cliffs, unstable ground.)

Animal breeding sites – birds, wildlife, fish spawning areas

### Hazards

Buildings – inherent hazards such as electricity, wet floors, windows, entrance exit, entrapment, fire, theft.

Arena – ground type, grass, concrete, sand, rocks, floating platform, tidal, fast flowing water

Ingress/egress

Fouling from animals

Litter

Power cables

Wild life

Other users of the area

Water born hazards such as wild life, other users, boats, moorings, underwater objects, weirs, sluices, tree's and bushes, risk of entrapment.

Diseases and algae

Annex B – HEALTH and SAFETY. We have considered the following:

### Weather conditions

Temperature

Weather forecast

Sea state, surf state

Wind speed and direction

Tide times and height (neap/spring tide)

## Water

Sea, paddlers have been made aware that they will be paddling on tidal water and aware of the risks inherently involved in this activity.

Surf, paddlers have been made aware that they will be paddling on tidal water with unpredictable wave conditions and are aware of the risks inherently involved in this activity.

White Water, paddlers have been made aware of the grade of white water they will be paddling on and aware of the risks inherently involved in this activity.

Flat water, paddlers have been made aware of the water they will be paddling on and aware of the risks inherently involved in this activity.

## Welfare.

Personal welfare and security of all, especially minors. (Welfare of minors - DBC checked member of club or parent/guardian accompanying the minor on the trip/activity)

Annex C - EQUIPMENT. We have considered the following:

### Equipment

Club Equipment -All use of club equipment will be checked before use, any broken or worn equipment will be reported to the clubs Equipment Officer, discarded and replaced.

Personal equipment - all personal equipment will be checked by the group and advice given if worn or broken.

### General equipment carried/shared amongst the group

Generic - boat, paddle, Ba, appropriate clothing, spare clothing, first aid kit, tow line, group shelter, spare paddles, iron mongery, repair kit, drink and food.

Specialist kit - vhf radio, charts, mobile phone, spray deck, camping equipment, enhanced first aid kit.

Annex - D PARTICIPANTS. We have considered the following:

### Contact Details

Contact details off all participants shared amongst the group

Shore based safety officer (SBSO - Responsible adult such as a Spouse, parent or friend) made fully aware of your activity, location, start and finish time and furnished with relevant contact numbers.

Note any member of the committee has access to all club member phone numbers. These are kept on the web site under COMMITTEE MEMBERS ONLY page which is

password protected. As long as the SBSO is aware of a committee member's telephone number this will be acceptable as taking reasonable steps.