

Axe Vale Canoe Club (AVCC) – Risk Register

GENERIC RISK ASSESSMENT

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<i>Review Date</i>	19/6/2023

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Slips, Trips and Falls causing injury	All members and visitors	<p>Leader to inspect area of operation. All under 18 year olds will wear a safety helmet when doing paddlesport including getting on and off the water. Shoes to be worn at all times outside changing rooms.</p> <p>Briefings before paddling with new paddlers include instructions on hazard awareness and injury avoidance. (marina, slipway, vehicles, boats)</p> <p>First aid kit is kept in the clubhouse along with injury record book.</p> <p>Leaders carry first aid kits when paddling.</p> <p>The use of kneeling mats in canoes should be avoided with novice paddlers, to reduce the risk of injury associated with slipping or tripping whilst entering or exiting a canoe.</p>		

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Drowning	All members	<p>Buoyancy aids to be worn at all times; Leaders are qualified in accordance to site specific risk assessments.</p> <p>Coaching includes safe practice with capsize and rescue. Group to be briefed on capsize drill and know what to do when a rescue is taking place.</p> <p>LINE OF SIGHT essential for all AVCC paddling and promoted at coaching and reminded at briefings.</p> <p>When taking part in race paddling (including Axe Race) all paddlers are responsible for ensuring fellow paddler safety and in the case of capsize or difficulty giving assistance to any paddler. This must take priority over participating in the race and is stated at race briefing on the day as well as on race rules on entering.</p>	<p>Regular Capsize and rescue practice sessions are run by the club</p> <p>Ross Dell</p>	
Lifting and carrying Injury from lifting, carrying or retrieving equipment	All	AVCC committee , coaches and Leaders promote and uses safe methods of lifting in all club activities.	Improve safety of access to Kayak store Loft	
Cold Injury (Hypothermia)	All	<p>Leaders ensure that paddlers have appropriate clothing. Paddlers are advised to carry spare clothing and Cags on all trips, even if weather seems fair. Leaders carry spare clothing.</p> <p>Coaching includes risks of cold injury and prevention.</p> <p>Recommended Kit list available on AVCC website to include advice on wearing and bringing appropriate clothing including spare.</p>		

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Overheating (Hyperthermia)	All	<p>Leaders ensure that paddlers have appropriate clothing and carry sufficient water, available to them when paddling. Recommended Kit list available on club website</p> <p>Leaders ensure breaks and rest take place if overheating is likely given conditions and encourage paddlers to keep hydrated.</p> <p>Coaching includes risk of overheating and prevention</p>		
Tidal Flows	All	Leaders to know tide times, flows and range and then plan appropriately depending on group.		
Weather	All	Leaders to obtain weather forecast prior to trip and plan appropriately.		
Weil's Disease and other water borne infections.	All	<p>Ensure everyone is aware of waterborne disease risk and the general signs and symptoms of the disease. Information is available on website regarding risks of these infections</p> <p>Encourage everyone to wash hands as soon as practicable after session and before eating.</p> <p>Thoroughly wash and cover any exposed wound that occurs during paddling especially with static water paddling. Trained first aiders available on all AVCC trips.</p> <p>Encourage all paddlers to carry hand gel to use when getting off the water particularly after static water paddling</p>		

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Anglers, lines and hooks could cause injury or entrapment.	All	Briefing to include Group awareness that encourages all to watch for Anglers and dynamically update fellow paddlers in group. Group to steer away from anglers and their lines whenever possible and ask for or follow directions given by anglers if safe to do so.		
Injury or accident from driving kit to trip location and unloading vehicles		Boats should be loaded on vehicles using safe lifting technique and with minimum 2 persons for each boat. Individual vehicle drivers are responsible for driving, safely carrying passengers and safe securing and carriage of roof loaded equipment. If trailers are to be used they must be serviced regularly to ensure they are roadworthy Encourage use of high visibility clothing when unloading close to busy roads and visibility is reduced.	AVCC committee to action regular trailer servicing (in accordance with trailer manufacturers instructions) or dispose of trailers. Timescale ACTION 2023: Chris Robin is investigating trailer maintenance.	
Accident due to “severe weather”	All	AVCC trips do not take place if MetOffice Red or Amber weather warnings are in place on the day of the trip. In the case of Yellow weather warnings, the trip organiser must consult with other leaders on the trip as well as an independent leader who is not taking part in the trip before completing the trips risk assessment.		
Injury or discouragement due to skill being over-estimated.	Potential new members & visitors	Introductory paddles for potential new members or visitors paddling solo will be undertaken on the Estuary (only exceptionally at sea when they are demonstrably well within their ability). Could also be mitigated by paddling tandem with a SQEP.	(SQEP = suitably qualified or experienced person)	

Axe Vale Canoe Club (AVCC) – Risk Register

Whitford, Boss Hill Cross and Axe Estuary (Very Sheltered/Sheltered Inland water)

Club Leader Status: British Canoeing leader any discipline covering River Axe environment , with minimum British Canoeing Award (formerly 3-star) level in ‘other craft’; British Canoeing Instructor or coach.

British Canoeing Award (formerly 3-star) competent paddlers may be used as assistants where needed as deemed necessary by Leaders.

Participants: Beginners, BC Explore standard, AVCC club standard and above; Club Standard adult group can paddle without club leader, if approved.

The final decisions about the trip and participants must come from the highest qualified leader/coach at the time.

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Putting-in and getting out	All	No paddler to get on the water unless instructed to by Leader. After launching, at club, Groups will stay clear of moored boats and keep to the centre of the 2 pontoons in front of club slip way.		
Tidal flow, exposed estuary, boat traffic at high tide	All	Leader: group control covered during briefing. Consider: assigning lead and rear paddlers Keep group to RIVER RIGHT to avoid boat traffic when paddling downstream towards river Axe mouth. Tow line, First-Aid Kit are carried by leader		

Ratio: 1:6

Ratio is advisory only. Leaders can be supported by experienced & competent paddlers as determined by group leader.

Axe Vale Canoe Club (AVCC) – Risk Register

Seaton to Beer/ Seaton to Beer Head/ Seaton to Slabs (Moderate Tidal/water Sea)

Club Leader Status: British Canoeing leader any discipline covering Sea environment , with minimum British Canoeing Award (formerly 3-star) level in ‘other craft’;
British Canoeing Award (formerly 3-star) competent paddlers may be used as assistants where needed as deemed necessary by Leaders.

Participants: Depending on assessment of conditions and group by leader can include Beginners, and above;
The final decisions about the trip and participants must come from the highest qualified leader at the time.

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Entering and exiting river Axe mouth	All	Marshalling at mouth to observe for incoming/out-going craft covered in coaching and briefings Paddle in the air signal by marshal indicates river entrance is clear.		
Tidal flow at mouth too strong	All	Launch and land before river mouth and carry boats over shingle.		
Waves dumping on beach, risk of paddler injury when landing or with paddler collision.	All	Leaders brief paddlers before or during paddle to ensure one paddler per wave when landing in surf. Competent paddlers should land on beach first, assist others.		
Putting-in and getting out alone, lone paddling, drowning	All	No paddler to get on the water unless instructed to by Leader. Groups will stay clear of moored boats and keep to the centre of the pontoons. Line of sight is maintained.		

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What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Capsize at sea	All	Leaders ensure paddlers taking part in trips have skills including rescue abilities. Maintain group cohesion. Assigning lead and rear paddlers. Tow line, First-Aid Kit taken by leaders.	Club to arrange Regular rescue practice to include deep water rescue.	
Offshore and strong winds	All	Max Force 4		

Ratio: 1:6

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Axe Vale Canoe Club (AVCC) – Risk Register

Summer Sea Trips (Moderate Tidal/water Sea)

Club Leader Status: British Canoeing leader any discipline covering Sea environment , with minimum British Canoeing Award (formerly 3-star) level in ‘other craft’;

British Canoeing Award (formerly 3-star) competent paddlers may be used as assistants where needed as deemed necessary by Leaders.

Participants: Experienced Club standard and above

The final decisions about the trip and participants must come from the highest qualified leader at the time.

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Deteriorating weather conditions	All	Appropriate safety, communication and spare kit carried by all leaders. Spare clothing and equipment carried by all paddlers. Weather forecast is checked on day of trip by leader.		
Exhaustion	All	Get out points identified before trip takes place. Total distance for trip set by weakest paddler		
Capsize at sea	All	Maintain group cohesion. Assigning lead and rear paddlers. Tow line, First-Aid Kit, Group Shelter taken by leaders.	Club to arrange Regular rescue practice to include deep water rescue.	
Offshore and strong winds	All	Max Force 4 depending on group ability.		
Emergency	All	VHF radio and other communication equipment		

Ratio: 1:6

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Axe Vale Canoe Club (AVCC) – Risk Register

River Trips Grade 2 – e.g. River Dart, River Barle

Club Leader Status: BC leader any WW discipline (with minimum BC Award level in ‘other craft’).
British Canoeing Award (formerly 3-star) competent paddlers may be used as assistants where needed as deemed necessary by Leaders.

Participants: Club standard and above.

The final decisions about the trip and participants must come from the highest qualified leader/coach at the time.
(If possible split into discipline specific groups with the relevant 4 star leader in charge)

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Cold Injury (Hypothermia)	All	Paddlers encouraged to wear Appropriate clothing for time of year and carry Spare clothing. Leaders bring equipment to deal with cold injury eg shelter, Group Shelter Tape/ sling, First-Aid Kit, Spare paddle/splits Website gives detailed advice on what equipment to bring on trips.		
Lost Equipment	All	Leaders carry spare equipment including spare paddle to deal with incidents. Leaders are aware to notify police if boats are lost ASAP.	Axe Vale Canoe Club boats are clearly marked with AVCC. Timescale by April 2022 Action: Committee	Completed April 2022

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What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Exhaustion	All	Paddlers maintain physical fitness throughout the season. Get out points identified in advance, so trip can be finished earlier if needed.		
Overhangs, Strainers, Stoppers, Weirs (capsize, trapping, drowning)	All	Assignment of roles in group, scouting, signals. Safety roles (throw lines, catch boats) at high risk sites (e.g. in high water or difficult weirs). Leader to brief group. Deploy safety if appropriate Avoidance – walk around if necessary, inspection before paddling if necessary.		

Ratio: 1:4

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Axe Vale Canoe Club (AVCC) – Risk Register

River Trips Grade 3 – e.g. River Dart Loop Section

Club Leader Status: BC leader any WW discipline (with minimum BC Award level in 'other craft').
British Canoeing Award (formerly 3-star) competent paddlers may be used as assistants where needed as deemed necessary by Leaders.

Participants: Experienced club standard and above

The final decisions about the trip and participants must come from the highest qualified leader/coach at the time.
(If possible split into discipline specific groups with the relevant 4 star leader in charge)

What are the hazards?	To who?	Risk control	Any further action required? Timescale? Person Responsible?	Completed Date:
Cold Injury (Hypothermia)	All	Paddlers encouraged to wear Appropriate clothing for time of year and carry Spare clothing. Leaders bring equipment to deal with cold injury eg shelter, Group Shelter Tape/ sling, First-Aid Kit, Spare paddle/splits Website kit lists		
Lost Equipment	All	Leaders carry spare equipment including spare paddle to deal with incidents. Leaders are aware to notify police if boats are lost ASAP.	Additional spare paddle for 2023 needed.	
Exhaustion	All	Paddlers maintain physical fitness throughout the season. Get out points identified so trip can be finished earlier if needed.		
Overhangs, Strainers, Stoppers, Weirs (capsize, trapping, drowning)	All	Assignment of roles in group, scouting, signals. Safety roles (throw lines, catch boats) at high		

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		risk sites (e.g. in high water or difficult weirs). Leader to brief group. Deploy safety if appropriate Avoidance – walk around if necessary, inspect if necessary.		

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Very Sheltered Water

Quiet canals with easy bankside access and egress; small lakes, which are not large enough, and do not have difficult landing areas for problems to occur if there is a sudden change in conditions; specified sites on gentle, slow moving rivers. The definition implies weather conditions which are not in themselves likely to cause problems. Care must be exercised when water temperatures are low.

Sheltered Inland Water

Flat water rivers, faster flowing, but not involving the shooting of, or playing on weirs or running rapids. Discretion and common sense must apply when considering the use of lakes/lochs. To operate further than 200 metres from shore on a large lake can be a serious undertaking. To paddle in offshore breezes on large lakes requires the same degree of caution as for the sea. Water temperature (especially in Scottish lochs) must always be a consideration. Suitable lagoons or sections of sheltered bays of larger lakes can sometimes be designated "Sheltered" or even "Very Sheltered" water by careful and sensible selection. The definition implies normal conditions. Care must be exercised when water temperatures are low.

Moderate Tidal Water/Sea

The definition involves: A stretch of coastline or estuary in close proximity to the shore, with easy landing, not involving fast tidal streams, tidal races, or overfalls, winds not above force 4 (force 2 if offshore when greatest of caution must be exercised); the upper reaches of some estuaries; launching and landing through moderate surf.

Grade 2 Free passage. Irregular Stream, irregular waves. Medium rapids, small stoppers, eddies, whirlpools and pressure areas.

Grade 3 Route recognisable. High irregular waves. Larger rapids. Stoppers, eddies, whirlpools and pressure areas. Isolated boulders, (small) drops and numerous obstructions in stream.

Grade 4 Route not always recognisable. Heavy continuous rapids. Heavy stoppers, whirlpools and pressure areas. Boulders obstructing stream, big with undertow.