



Name of activity	Group canoe	Reference number	
Location of activity	Rawlinson's – Fell foot for Journey/ Bivi. Grubbins – 6mph marker for sessions. maximum 100m off shore	Ratio for activity	1:12
Level of qualification needed to lead	In house trained and assessed	Level of qualification needed to second	NA
Qualification to induct staff	Inductions and approvals Training and assessment to be completed by a paddlesport coach approved by the technical advisor and health and safety team.		
This document must be read in conjunction with	Activity Standard Operating Procedures and water sports generic risk assessment		

Key: L – Likelihood, S – Severity, R – Risk

Risk Score 1- 2 = Low 3- 4 = Medium 5- 6 = High

Activity Description	Foreseeable Hazard	Who might be harmed and how?	L	S	R	Control measures	L	S	R
Group canoe accessing or egressing the boat	Slipping on a jetty beware duck fouling on jetties	Any member of the group bruise cut impact injury trip slip	3	3	6	No running on jetties warn group of hazard Jetties cleaned if necessary	1	2	3
Group canoe accessing or egressing the boat	Boat drifting off the jetty whilst loading	Group members falling between jetty and boat	2	2	4	Boat secured to jetty during loading and unloading	1	2	3
Group canoe accessing the boat	Boat drifting off the jetty whilst loading	Helm group instructor left on Jetty	2	2	4	Boat secured to jetty training in safe launch procedures	1	2	3
Group canoe, accessing the boat	Trapping hand between jetty - boat	Any member of the group trapped injured fingers or hand	2	2	4	No pushing off jetty with hands or catching the jetty on return	1	2	3



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Group canoe accessing or egressing the boat	Unequal loading of the boat	Swamping	2	2	4	Briefing and group control Staff trained in swamping and rescue buckets carried	1	2	3
Moving about in boat	Falling out of the group canoe	Any member of the group,	2	2	4	Staff brief to minimise movement in boat	1	2	3
						Stand in bottom of boats not seats			
						Throw bag carried by staff			
						Training in management of movement around the boat			
						Buoyancy Aids to be worn			
Being on lake	Effects of the wind	All aboard canoe being blown to an unplanned or unsafe location.	2	3	5	Check weather forecast, wind speed and direction. If unsure consult HSO	1	3	4
	Running aground	All aboard sinking being holed sinking	2	3	5	Follow lake buoys markers to avoid shallows	1	2	3
Being on the lake	Getting very cold	Anybody on the group canoe	2	2	4	Instructor to ensure all members of group are appropriately clothed for the conditions particularly wind and temperature on the day, and time of the year	1	2	3



Activity Description	Foreseeable Hazard	Who might be harmed and how?	L	S	R	Control measures	L	S	R
Being on lake	Other water users	All aboard by impact	2	3	5	Vigilance by staff, plan route choice to take into account other lake users	1	3	4
Climbing on outriggers	Slip or trip accessing outriggers	Group members slip and impact outrigger or fall into water	2	2	4	Wear Helmets whilst climbing on outriggers	2	1	3
On the lake	More people than seats Number of seats on the boat	Group member not able to sit down falls over board	2	2	4	All members on board have seat to sit on	1	2	3
		Boat swamps	2	3	5		1	3	4
While on the lake or journey	Swamping from waves or overloading	Any member of the group emersion in the lake, cold	1	3	4	Instructor weather aware and hazard of overloading	1	2	3
Written by: Ian Adey		Date December 2014			Signature Ian Adey				
Reviewed by: Tom Sibbald Fiona Corfe		Date December 2017			Signature Tom Sibbald Fiona Corfe				
Reviewed by: Tom Sibbald Fiona Corfe		Date January 2019			Signature Tom Sibbald Fiona Corfe				