

# Risk Assessment - BFOC Water Activities

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**Description of Area:** Blackland Farm Outdoor Centre

## Risk Assessment Matrix

Severity / Likelihood	1 Rare	3 Possible	5 Almost Certain
5 Catastrophic	5	15	25
3 Moderate	3	9	15
1 Insignificant	1	3	5



**Severity:** How severely could the hazard hurt someone or cause damage?

Catastrophic: Injury would require expert medical attention, and has the potential to be fatal

Major: Injury would require the participant to stop doing the activity, medical treatment is beyond the skills of a basic first aider

Insignificant: Minor injury requiring simple first aid or no treatment.

**Likelihood:** How likely is it to happen?

Almost certain: Expected to occur in all circumstances.

Possible: Might possibly occur at some time

Rare: May occur only in exceptional circumstances

## Definitions:

### Risk Score:

Risk Score	Risk Level	Action Required
20-25	Extreme	Immediate action required
12-16	High	Action plan required
6-10	Moderate	Specific monitoring or procedures required
1-5	Low	Manage through routine procedures

## Generic

Hazard	Potential outcome	Persons	Controls	Sev erity	Li kel i hood	Ris k Rat ing
Weather - Wind	Group could become displaced and the instructor could lose control of the group.	All	See SOP for the environmental controls	3	2	6
Weather - Lightning	Injury caused by lightning	All	<ul style="list-style-type: none"> <li>In the event of lightning storm, the 30/30 rule is followed- <a href="https://www.rospa.com/leisure-water-safety/leisure-safety/lightning">https://www.rospa.com/leisure-water-safety/leisure-safety/lightning</a></li> <li>Reservoir Supervisor to monitor weather conditions throughout paddle session</li> <li>Instructors first aid trained with first aid kits available.</li> </ul>	5	1	5
Effect of cold water	Cold water shock	All	<ul style="list-style-type: none"> <li>Participants are told to wear suitable clothing for weather conditions.</li> <li>Any participants who capsize in cold weather are rescued quickly, monitored for signs/ symptoms and sent off the water to change/ warm up if needed.</li> <li>Buoyancy aids to be worn at all times when on activity, Spare clothing and group equipment is taken to the reservoir when sessions are happening.</li> </ul>	5	2	10
Lone Working	Unable to get help	Staff	<ul style="list-style-type: none"> <li>Staff never lone work at the reservoir, instructor carry radios on the water</li> </ul>	3	1	3
Injury from loading trailers	Back injuries, trapped fingers/ limbs, head injuries from overhead working	Staff	<ul style="list-style-type: none"> <li>Staff trained in un/loading using correct manual handling techniques</li> <li>Trailers to be weighted at the front to avoid tipping, chocs used to ensure trailers are stable. If necessary, trailers will be attached to vehicles to aid with stability.</li> <li>Additional step jigs and ladders are available for loading at height (Box Trailers).</li> </ul>	4	2	8

Contact with/ ingestion of blue-green algae	Skin rashes, nausea, vomiting, stomach pains, fever and headaches. Occasionally it can cause more serious illness such as liver and brain damage.	All	<ul style="list-style-type: none"> <li>Low levels of algae: warn participants of the hazard, run the session away from the bloom(s), don't play wet games, provide fresh water to rinse off with after the session</li> <li>Mid levels of algae: run all sessions as rafted canoe sessions, run session away from the bloom(s), don't play wet games, provide fresh water to rinse off with and showers back on site after the session</li> <li>High levels of algae: cancel all sessions</li> </ul>	5	1	5
Launch area	Natural Bank can become slippery when wet or when participants have wet shoes. Participants slipping into the water whilst climbing in and out of boats. Slips, cuts and potential bone injuries on hard surfaces.	All	<ul style="list-style-type: none"> <li>All participants wear a buoyancy aid when around and on the water.</li> <li>Instructors to help with getting participants into and out of craft or providing instruction for participants/ supervising adults to do so.</li> <li>Brief participants on the hazards of the launch areas.</li> <li>Bank to be monitored throughout the season and additional measures introduced if necessary (e.g. non-slip mats).</li> </ul>	3	2	6
Loose jewelry	Entrapment injuries such as finger injuries. Ear injuries from long earrings.	All	<ul style="list-style-type: none"> <li>All participants are advised to remove or tuck away jewelry before the start of the session.</li> </ul>	3	2	6
Insufficient adult supervision	Minor injury and loss of group control	Participants	<ul style="list-style-type: none"> <li>Each group has a supervising adult with them as well as the instructor who is responsible for running the session.</li> <li>The adults are encouraged to participate but may remain on the bank as the instructor ratio is 1:8.</li> </ul>	3	1	3
Groups floating into out of boundary areas	Potential disbursement of group, problematic if participants then capsize	Participants	<ul style="list-style-type: none"> <li>Clear boundaries set within Blackland Farm license. Groups supervised by a reservoir supervisor at all times (see SOP for specific ratios) who will monitor environmental and group variables and act within the remit of their qualification.</li> </ul>	2	2	4

Multiple capsizes	Many people in the water adding to time in potentially cold water	Participants	<ul style="list-style-type: none"> <li>• 1:8 ratio of staff to participants.</li> <li>• Weaker paddlers are kept close to the bank so they can stand up &amp; self-rescue if they capsize.</li> <li>• Instructors to keep the group in the same area, and be within easy reach of all participants.</li> <li>• In the circumstance that there are many participants in the water all remaining participants should be instructed to the bank or to raft up while the situation is corrected.</li> <li>• Group control should be maintained at all times by the instructor.</li> <li>• All instructors have completed paddlesport safety and rescue training or equivalent.</li> </ul>	3	2	6
Insufficient footwear	Injury foot	All	<ul style="list-style-type: none"> <li>• All participants must have suitable footwear on, this could be trainers or wetsuit style boots.</li> <li>• No open toe, flip flops or Croc style footwear should be permitted.</li> </ul>	3	2	6
Overcrowding	Crafts colliding with each other and participants	All	<ul style="list-style-type: none"> <li>• Reservoir supervisors to ensure the groups have enough space between them to operate safely</li> </ul>	3	2	6

Kayaking						
Hazard	Potential outcome	Persons	Controls	Severity	Likelihood	Risk Rating
Entrapment	Drowning	All	<ul style="list-style-type: none"> <li>• Groups briefed on capsize drills before going on the water.</li> <li>• Spraydecks only to be used by Instructors or Participants with specific training.</li> <li>• All participants must wear buoyancy aids.</li> <li>• Instructors ensure the appropriate size kayak is matched to participant to lower the chance of entrapment.</li> </ul>	5	2	10

## Canoeing/ Rafted Canoeing

Hazard	Potential outcome	Persons	Controls	Sev erity	L i k e l i h o o d	Risk Rati ng
Rafted canoes folding into each other	Canoes folding together trapping participants	All	<ul style="list-style-type: none"> <li>• Canoes are tied together in a secure way. Instructors trained in how to put together securely and the risks associated</li> <li>• Instructors carry knives</li> </ul>	4	2	8
Entrapments	drowning	All	<ul style="list-style-type: none"> <li>• Instructors brief participant what to do on the event of a capsized</li> <li>• Instructors trained in rescue procedures</li> <li>• Painters to stay inside the canoes when not in use</li> </ul>	5	1	5

## Stand Up Paddleboard/ Mega SUP

Hazard	Potential outcome	Persons	Controls	Sev erity	L i k e l i h o o d	Risk Rati ng
Entrapments	Drowning	All	<ul style="list-style-type: none"> <li>• Only instructors to wear a waist leash</li> <li>• Mega Sup - participants are briefed on how to fall off the mega sup</li> <li>• If a sling is used as a step it must be removed once used</li> </ul>	5	1	5

## Raft Building

Hazard	Potential outcome	Persons	Controls	Sev erity	L i k e l i h o o d	Risk Rati ng
Entrapments	Drowning	All	<ul style="list-style-type: none"> <li>• Participants briefed on how on lashing</li> <li>• Instructors on the water before raft leave the bank</li> <li>• Instructor to carry a knife that is easily accessed</li> <li>• Instructor to inspect raft to ensure it's a good build quality</li> <li>• Participant briefed to swim away from any objects</li> </ul>	5	1	5
Contact to head	Head injury	All	<ul style="list-style-type: none"> <li>• Helmets to be worn by everyone</li> <li>• Only 4 paddles per raft</li> </ul>	4	1	4