

Risk Assessment Record Sheet:

Activity/situation: Raft Building / on-site lake
Qualification of staff: BCU Level 1 Coach + on-site assessed
Qualification of assistant: Competent adult (3* or equivalent)

RAFT BUILDING

General Associated Hazards:	Associated Risks:	Who is at Risk:	Existing Control Measures:	Responsibility:
Clients health unsuitable for activity	Asthma attacks, heart attacks, epilepsy etc.	All group adults and children	Health check for participants	Group leader, activity instructor and participants
Clients ability unsuitable for activity	Injuries or pulled muscles	All group adults and children	Assess groups ability and adjust session accordingly	Group leader, activity instructor and participants
Clients Behaviour unsuitable for activity	Injuries	All group adults and children	See Health and Safety Policy - Client Behaviour.	Group leader, activity instructor and participants
Injury to clients	Various, including, breaks, sprains, cuts bruises etc.	All group adults and children	See Health and Safety Policy – On-site Emergency Procedures See Instructor File – Session and Procedure Standards in-house training.	Health and Safety Manager, Senior Instructor and Activity Instructor
Equipment Failure	Fatality	All group adults and children	Staff to carry out regular equipment checks.	Health and Safety Manager, Senior Instructor and Activity Instructor
Weather	Extreme cold, lightening, high winds	All group adults and children, Instructor	Sensible clothing to be worn, weather conditions noted and relative action taken, staff must be aware of symptoms of hypothermia.	Activity Instructor
Incorrect sizing of equipment	Falling	All group adults and children	Assess groups size and equip accordingly, Only clients with correctly sized equipment may participate	Activity instructor and Group leader

Specific Associated Hazards:	Associated Risks:	Who is at Risk:	Existing Control Measures:	Responsibility:
Lakeside edges/ Liner/ Jetty	Slipping, Drowning, head injuries or minor injuries	All group members, Instructor spectators	Roped boundary near main area, Posts with ropes to around the lake to assist egress of swimmers, Life rings around lake, buoyancy aids worn at all times and a 1:8 ration depending on the nature of the group, helmets worn at all times whilst on water.	Health and Safety Manager, Senior Instructor and Activity Instructor
Paddles and rafts	Head injuries	All group members, Instructor	Ensure associated dangers are mentioned in safety talk. Monitor throughout session.	Activity instructor
Injury from jumping off the jetty	Injuries, Sprains, breaks etc.	All group adults and children	All clients should be made aware of shallow water and associated dangers	Activity instructor and Group leader
Jewellery	Injury to fingers / ears	All group adults and children	Remove all jewellery	Activity instructor and Group leader
Lifting and Carrying	Back / muscle injuries	All group members, Instructor	Demonstrate correct lifting procedure	Activity instructor and Group leader
Poor quality water	Risk to health	All group members, Instructor	Visual check of water, regular water quality checks	Centre Manager, Activity Instructor
Unsupervised Rafts	Used by other persons leading to injuries or drowning	Other site users	Rafts should not be left unsecured and should be taken apart when not in use.	Activity instructor
Equipment, spars, barrels and paddles	Head injuries	All group members, Instructor	Helmets worn at all times whilst on the water, inherent dangers mentioned in safety talk, discourage standing on rafts	Group leader, staff and participants

Date of Risk Assessment: 06/01/15

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