

**Hesley Wood Activity Centre**  
**Kayaking Risk Assessment**

| <b>Hazard</b>   | <b>People At Risk</b>                    | <b>Control Measure</b>   | <b>Review</b> |
|---|--|--|---------------|
| Water i.e. Drowning   | Participants, instructors and intruders. | <ol style="list-style-type: none"> <li>1. Every person on the water to wear an appropriate buoyancy aid.</li> <li>2. All Staff trained in appropriate Emergency Action Process.</li> <li>3. All Instructors to be trained to a satisfactory level and signed off as safe to run the session.</li> <li>4. Maximum ratios are 2:10.</li> <li>5. Intruders to be told to leave site. Staff to inform reception immediately. Manager to then take appropriate action if needed.</li> </ol> | 30/11/2020    |
| Broken glass and other debris on lake bed or lakeside i.e. Personal injury to participants    | Participants, instructors                | <ol style="list-style-type: none"> <li>1. Appropriate foot wear to be worn by all participants. (old trainers). No flip flops or crocs!</li> <li>2. At low water levels avoid areas with known hidden objects i.e. Tree stumps. Instructor to use own judgement.</li> <li>3. Regular visual checks when the water is at an abnormal level.</li> </ol>  |               |
| Water borne bacteria i.e. Infection   | Participants, instructors                | <ol style="list-style-type: none"> <li>1. Advise clients to wash hands after activity or shower where possible</li> <li>2. Consider risk posed to open wounds</li> </ol>   |               |
| Equipment failure   | Participants, instructors                | <ol style="list-style-type: none"> <li>1. All Equipment to be inspected and logged in accordance with site Inspection and replacement policy.</li> </ol>   |               |
| Hazards arising from the actions of group members i.e. Overcrowding and Disorderly behaviour. | Everyone involved with the session.      | <ol style="list-style-type: none"> <li>1. Group Leader in attendance.</li> <li>2. Maximum group size 10.</li> <li>3. If over crowding of the area occurs, stop the session.</li> <li>4. If the behaviour of the group becomes disorderly, stop the session.</li> </ol>   |               |
| Hazards arising from the actions of instructor/staff  | Participants instructors and spectators. | <ol style="list-style-type: none"> <li>1. All instructors must pass the in-house training and assessment before being allowed to run a session.</li> </ol>   |               |
| Weather i.e. Cold, Hypothermia, Heat Stroke   | Participants.                            | <ol style="list-style-type: none"> <li>1. Shelter to be taken to the lake when sessions are taking place.</li> <li>2. Sleeping bag and spare jacket to be taken down to lake.</li> <li>3. Participants to bring spare clothes to lake.</li> <li>4. Radio to be taken to lake to call for emergency aid.</li> <li>5. Drinking water to be available.</li> </ol>   |               |