

RISK ASSESSMENT



All Greene Adventures instructors must *actively and continually risk assess throughout all activities*, taking appropriate action to reduce the risk presented to clients and themselves to an acceptable level. All documents presented within the Greene Adventures H&S Policy are dynamic, i.e. they are to be updated through discussion between, instructors and Duncan Greene

All instructors are professionally qualified (BCU LEVEL 3 Coach, 4 star Leaders discipline specific) and will be observed periodically by Jim Wilson or an appointed technical expert.

Organisation name: GREENE ADVENTURES

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
All accidents	All group members, including leaders .	This generic risk assessment will be read in addition to the generic risk assessment "General Considerations"	Parts of generic risk assessment, "Indirect or Remote Supervision" may also apply	DMG	06/2011	
Inappropriate Leadership	Group Members	<ul style="list-style-type: none"> Leaders trained, competent and experienced with clearly defined roles and responsibilities for all supervisors Leaders familiar with HCC Offsite Visits Guidance and that offered by site management, river advisers etc. Instructors to hold appropriate and current British Canoe Union (BCU) Coaching qualifications for the prevailing conditions (see OVM Section F, Part 2, pp40-41 and BCU 'Terms of Reference' for coaching awards) including first aid and resuscitation awards Activity management takes account of group characteristics Supervision levels to be appropriate to the size and competence of the group (1:8, usually with max group size of 12 plus supervisors) Large groups to be split into smaller manageable groups Overall leader remains in touch with all groups and can re group effectively at agreed points. <p>All group leaders appropriately equipped to cope with likely common incidents, as recommended by the BCU, and trained in use</p>		DMG		
Lifting and manual handling hazards → long-term injuries	All group members, including leaders	<ul style="list-style-type: none"> Group appropriately briefed and observe demonstration of good lifting and carrying techniques before activity commences More than one person to lift / carry each boat <p>Appropriately trained / experienced leader to supervise the loading / unloading of boats</p>		DMG		

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		to / from storage racks or trailers				
Water → drowning	All group members, including leaders	<ul style="list-style-type: none"> All participants to wear correctly fitted buoyancy aids that conform to EN 393 (or equivalent prevailing) standard Self-righting buoyancy aids may be appropriate for participants with limited mobility or other special needs Leaders to check before group goes afloat and monitor throughout session Capsize drill explained to reduce possibility of participants not making clean exit from upturned craft.		DMG		
Unsuitable / inappropriate location → injury or fatality	Group members	<ul style="list-style-type: none"> Location has been specifically assessed by technical adviser - BCU Coach Level 3, minimum Weather forecast obtained, weather and water conditions constantly monitored and activity adjusted accordingly.	Alternative programme available if conditions unsuitable	DMG		
Unclean/polluted water □□infection/illness (e.g. Weil's disease)	All group members, including leaders	<ul style="list-style-type: none"> The Group Leader will ensure that: <ul style="list-style-type: none"> areas of stagnant water are avoided reasonable steps are taken to check the cleanliness of the water (clarity, dead animals upstream, signs of litter / sewage/pollution, not used by livestock) before allowing activity to take place unless the water is tested and known to be clean, swimmers are advised to keep their heads above water and not to drink/swallow water if possible Participants will cover cuts and wounds with waterproof plasters Participants will wash their hands and any cuts / wounds with soap and clean water afterwards and before eating ("Wet Wipes" are an acceptable substitute)				
Inexperience / Lack of competence of participants → loss of control → collision, capsize	Group Members	<ul style="list-style-type: none"> Group to receive introductory briefing to include, as appropriate the following: - <ul style="list-style-type: none"> basic paddling techniques clearly defined area(s) of operation actions in event of capsize local hazards e.g. other water users, currents, tides, wind etc. basic command signals Levels of competence established before main activity commences Activity to be adapted to and appropriate for abilities of group				
Exposure to weather,	All group	The Group Leader will ensure that:	Participants to wear			

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prolonged immersion in water → hypothermia	members, including leaders	<ul style="list-style-type: none"> Participants are appropriately clothed for the prevailing conditions Time on the water is limited (according to the group and water temp) and session will finish if individuals start to show signs of cold or fatigue hot drinks, spare warm clothes, and adequate shelter are available Emergency telephone / arrangements in place	windproof cagoules or jackets and/or wetsuits			
Inappropriate / inadequate equipment → injury	All group members, including leaders	<ul style="list-style-type: none"> Craft to be used are suitable /appropriately equipped for the prevailing water and weather conditions. If young people are using own boats, these are to be inspected by leader prior to commencing activity. Unsuitable boats will not be not permitted to be used The Group Leader will ensure that: <ul style="list-style-type: none"> a full check of boats and personal equipment is made prior to departure All boats to have suitable buoyancy As far as possible with the equipment available, boat and paddle sizes are suitable for each individual, and footrests are adjusted appropriately Paddlers' exit from an upturned craft will not be unduly impeded All group members to wear safety helmets, where conditions or activity may require them, to be checked visually for defects and correctly fitted before activity commences.	Equipment log is in place and maintained, and a progressive maintenance programme is undertaken			
Slips, trips, falls/ collisions □ injuries	All group members, including leaders	All group members to wear suitable footwear with adequate grip that will help protect against stones/broken glass etc. on shore or water bottom				
Individual becomes separated from rest of group	<i>Group members, including leaders</i>	<ul style="list-style-type: none"> Participants to re-group at appropriate intervals, and wait for everyone to be accounted for before continuing Leaders maintain awareness of all participants' locations at all times Participants to use "buddy" system and briefed regarding procedure if they become separated from rest of group				