

## Kayaking / Canadian Canoe

Activity Area: Lake

Minimum Staffing Level: 1 per group

Staff/Pupil Ratio: 1:12

Staff Qualifications: BCU 2 Star as a minimum

Maximum Number of Participants: 12

Role of Accompanying Adult: Observer / Spotter

Hazard	Poss Outcome	Persons at Risk	Rating	Existing Control Measures
Water	Infections	Instructors Participants	4 - 3	Instructor to advise not to ingest water or use water activities if suffering from open wounds. Water tested off site every year.
Deep water	Drowning	Instructors Participants	3 - 1	All staff & Participants wear buoyancy aids at all times when on the water Safety brief given at the start of the session Weak and non-swimmers identified prior to session commencing
Location of activity	Serious injury to persons	Instructors Participants	3 - 2	First Aid kit available Digital radio and mobile phone used to maintain contact with Reception
Faulty equipment	Injury to persons	Instructors Participants	3 - 2	Equipment is checked prior to the start of every session Equipment fault report system in place Faulty equipment is taken out of service
Paddles	Injury through blow to head	Instructors Participants	3 - 3	All Participants wear helmets at all times when on the water Safety brief delivered before the session commences
Injury to feet at lake area	Infections, cut's and scrapes	Instructors Participants	3 - 3	Suitable footwear check takes place prior to accessing lake All participants instructed to wear trainers or suitable footwear at all times
Lifting Kayak/Canadian Canoe	Back injury	Instructors Participants	3 - 3	Staff provided with manual handling training Safety brief includes correct lifting technique
Hyperthermia / Hypothermia	Serious injury	Instructors Participants Observers	3 - 2	Appropriate clothing, time out of sun, fluid breaks.
Lightening and/or storms	Electrocution	All	3 - 1	Instructor are not to run the session in any serious storm If caught out during a lightening storm, then the Instructor must cease the activity immediately and seek appropriate shelter for all
High winds	Slips / falls/driftng	Instructors Participants	3 - 3	Instructor to monitor weather & suspend or cancel session when wind conditions cause safety to be affected Instructors to carry tow line to rescue none paddlers
Extremities entrapment	Potential / Serious	Participants Instructors	3 - 2	Instructor to brief participants on the specific risks of each section of the boats before allowing participant on the lake. Instructor to be vigilant during the session and be in the position of maximum usefulness Special instructor buoyancy Jacket containing knife and whistle to be used at all times when on the lake for rafting or kayaking. One Rescue Knife to be located wit head instructor

### Key

Rating: Likelihood (1 = Very high, 2 = High, 3 = Medium, 4 = Low) - Consequence (1 = Fatal 2 = Major injury 3 = Minor Injury 4 = No injury)

Date: 06/01/2014, CW