

BSCC Risk Assessment

Operator	Bishop's Stortford Canoe Club		
Correspondence:	Secretary, 14 Chantry Road, Bishop's Stortford, Hertfordshire. CM23 2SF	Tel:	01279 755089
Date of Assessment:	19 November 2017	Assessment review date:	1 st September 2018
Approved:	David Cayford (BSCC Safety Officer) & Danny Beazley (Coach)	Approval Date:	16 Jan 2018

ACTIVITY:	Night paddling	LOCATION:	BSCC Clubhouse, Southmill Lock, Bishop's Stortford & along the River Stort
DATE OF EVENT	N/A		

Group Leader refers to the person taking charge of the session or group who may be a coach or experienced paddler. At the discretion of the group leader, further preventative measures may be deployed to take into account the nature of the activity on the night, the ages/abilities of paddlers and prevailing conditions.

Groups refers to three or more paddlers participating in the same session. As night paddling is for experienced competent paddlers only, training will involve intervals (the session is shown on the club training schedule displayed in the clubhouse and on the website) and will inevitably involve small gaps between paddlers of different speed opening up during each interval effort.

HAZARD	PERSONS AT RISK	LEVEL OF RISK	CONTROL
Drowning	Paddlers	Low <ul style="list-style-type: none"> Experienced and competent paddlers Shallow river River generally no wider than approx 20 metres 	All but the most experienced paddlers will usually be wearing Buoyancy Aids – it is compulsory at night for all under 18s and Div 7,8,9 paddlers to wear buoyancy aids and strongly recommended for everyone else. First Aiders in attendance but on the water
Hypothermia	Paddlers	Low - Moderate <ul style="list-style-type: none"> Dependent upon weather conditions Junior paddlers will be supervised 	The group leader will ensure that all paddlers are wearing clothing suitable for the prevailing weather conditions. In cold weather, paddlers will return as soon as practicable to the clubhouse, where hot showers, dry clothing, and warm drinks will be available. First Aiders in attendance but on the water.
Collision with other river users	Paddlers Other river users	Low <ul style="list-style-type: none"> Experienced and competent paddlers Powered craft do not operate after dark 	

HAZARD	PERSONS AT RISK	LEVEL OF RISK	CONTROL
Collision with other paddlers	Paddlers	Low <ul style="list-style-type: none"> Experienced and competent paddlers 	Paddlers will follow the same training plan and be aware of other group members Paddlers encouraged to use non-white light (to avoid blinding other paddlers or reducing their night vision) attached to rear left corner of the cockpit. Dynamic risk assessment by all to avoid situation.
Collision with natural hazards or river debris	Paddlers	Moderate <ul style="list-style-type: none"> Experienced and competent paddlers Low levels of rubbish present in the river 	In reduced light it can be more difficult to spot debris floating just below the surface. Once item identified, group to be warned of its location. Group advised to stay in the middle third of the river where there is more reflective light and reduced risk of overhanging trees. Paddlers will be advised to wear foot protection.
Thick fog	Paddlers	Moderate <ul style="list-style-type: none"> Experienced and competent paddlers 	No u18s to paddle in thick fog. Senior paddlers strongly recommended not to paddle in thick fog
Ice	Paddlers	Low <ul style="list-style-type: none"> Experienced and competent paddlers 	u18s should not paddle in temperatures lower than 2 degrees. Paddlers reminded of risk of ice after prolonged spell of cold nights particularly around locks
Missing paddler	Paddlers	Low <ul style="list-style-type: none"> Experienced and competent paddlers 	It is strongly recommended that people do not train in groups of less than three. All groups to train on the same stretch of water. River generally less than 20m wide and visibility is reasonable on all stretches. The town stretch is partially lit and may be fully lit once developments completed.
Swans	Paddlers	Low – Moderate <ul style="list-style-type: none"> Aggressive behaviour is generally seasonal 	Paddlers will be advised of any known swans resident or nesting in the vicinity of the day's trip, how to recognise aggressive behaviour and appropriate evasive action to be taken. A dynamic risk assessment will be made by group leaders based upon the circumstances encountered.
Trip hazards on towpath	Paddlers Spectators Walkers	Moderate <ul style="list-style-type: none"> There is sufficient BSCC land adjacent to the clubhouse for canoeists' equipment to be placed without impinging on the towpath 	All paddlers and spectators will be reminded that the towpath is a right of way and must be kept clear at all times. Periodic checks will be made to ensure that no boats, paddles or other equipment are causing an obstruction.
Anglers	Paddlers	Low <ul style="list-style-type: none"> Closed season on Stort 15 March-15 June 	If any anglers are fishing, paddlers will be warned and asked to ensure that they keep clear of the lines.
Disease	Paddlers Spectators	Low	Hot showers and hand washing facilities are available in the club house. First aid kit and clean dressings are kept at the club house in the event of injury. The most serious disease risk is Weils disease and this is well publicised in the canoeing community. All attending the club will be made aware of the need for hygiene when taking part in water based activities.
Lightning	Paddlers	Low	In the event of lightning, the session will be brought to a close and the group leader will ensure all paddlers get off the water as soon as possible.

HAZARD	PERSONS AT RISK	LEVEL OF RISK	CONTROL
Injury from Lifting/Carrying Equipment	Paddlers	Low <ul style="list-style-type: none"> Experienced and competent paddlers who are aware how equipment should be safely lifted and carried 	
Canoes and equipment	Paddlers	Low	Equipment owned by BSCC is regularly checked to ensure it is in safe condition. Any equipment not found to be safe will be taken out of service until repaired.
Locks	Paddlers	Low – Moderate	Paddlers will portage around locks rather than pass through. Paddlers may enter the lock to disembark but must not enter the lock with powered craft.
General	Paddlers	N/A	The group leader will brief the group prior to paddling commencing and outline all potential hazards along with actions expected to be taken. Paddlers should not paddle alone.
Road crossings	Paddlers	Moderate	Paddlers will be made aware of the dangers crossing Pig Lane or Spellbrook.Lane Coaches will be reminded of their duty of care when escorting paddlers down river.
Club hygiene	All	Low	All paddlers and guests using the club facilities are reminded of the need to wash hands before handling food or drink. Anti-bacterial soap is provided at all sinks, paddlers are encouraged to shower
Fire	All	Low	Club fire plan has been published All reminded of the need to not keep flammable materials in the main clubhouse
Vehicles	All	Low	5mph speed limit whilst on lane and site Traffic calming measure on lane All drivers reminded of the speed limit – signs clearly displayed
Toilets	All	Low	2 internal toilets provided at the club – 1 accessible to disabled visitors Disinfectant and anti-bacterial soap in the toilet areas