

Canoe Avon

Risk Assessment for Salford Rowing Centre

Purpose

This risk assessment considers the hazards and mitigation actions for Canoe Avon activities based at the Salford Rowing Centre including use of the River Avon downstream of Weston Lock and upstream of Swineford Lock.

Club members and others involved in the club's activities should note that the dynamic and varied nature of the club's paddlesport activities does not allow a completely comprehensive risk assessment to be made. All members are advised to assess risks before setting out on the water, consider environmental factors, their skill level relative to the water and other conditions, equipment needs, clothing and the capability of those they are paddling with. Paddlers, particularly those leading groups, should carry out their own informal and dynamic risk assessments before and during any paddlesport activity, continuously assessing risks and taking appropriate mitigating actions.

Review/Revision History

Assessor Name:	Position in Club:	Date Completed:	Review Record / Changes
Andy Hains	Welfare Officer	16th September 2019	First Issue
Andy Hains	Welfare Officer	22nd May 2020	Addition of cleaning chemicals and flooding risks. Addition of COVID-19 Coronavirus and reference to Supplement.
Andy Hains	Welfare Officer	22nd August 2020	Geographical limits and other minor changes to align with latest Standard Operating Procedure. Updated COVID-19 Coronavirus Supplement.
Andy Hains	Welfare Officer	11th September 2020	Updated COVID-19 Coronavirus Supplement.

Risk Assessment – Activities on the Water

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Poor / damaged equipment	Paddlers	a. Visually inspect all equipment before going onto the water to ensure that it is safe to use. b. The condition of all club equipment is checked regularly (at least annually) in accordance with British Canoeing's 'Paddlesafer' guidance. Unsafe equipment shall be disposed of.	Medium
Air and water temperatures leading to hypothermia or hyperthermia	Paddlers	a. Correct clothing to be worn for the conditions. b. Group members to monitor each other. c. Consider conditions when practicing capsize drills and timing within the session, e.g. leave to end of session and perform them close to the club house. d. Consider limiting the distance paddled from club house. e. Choose more stable boats.	Medium
Drowning	Paddlers Bank-based observers (e.g. parents)	a. All paddlers must be able to swim at least 20 metres. b. All paddlers must wear a correctly fitted buoyancy aid unless the following apply: <ul style="list-style-type: none"> ○ If using a Stand Up Paddle Board and the paddler is able to get back onto the board after falling off. ○ Experienced adult K1/K2 paddlers may choose not to wear a buoyancy aid under the circumstances listed in Section 5.3 of the club's Standard Operating Procedures. c. A buoyancy aid must be worn by non-paddlers if assisting others entering / exiting craft. d. Coaches / supervisors / peers to ensure buoyancy aids are fitted correctly before going onto the water. e. Check the condition of craft before placing it on the water, including correct placement of bungs and hatches if fitted. f. Do not paddle close to the sluice at Weston Lock. g. Do not paddle close to Swineford Weir nor attempt shoot it. h. The condition of all club buoyancy aids is checked regularly (at least annually) in accordance with British Canoeing's 'Paddlesafer' guidance. Deficient buoyancy aids shall be destroyed.	Medium

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Collision with other river users including rowing boats, power boats and pleasure craft	Paddlers Rowers Other river users	<ul style="list-style-type: none"> a. Keep as far to the right-hand side of the river (as defined by the direction of the paddler's travel) as practicable. b. Look out for anglers on the right bank when travelling upstream from the boathouse and avoid fishing lines (the open fishing season is 15th June to 15th March). c. Keep clear of stationary boats and pass as quickly as possible. d. Keep a good lookout in all directions at all times for other river users and try to steer clear of them. e. If overtaking: <ul style="list-style-type: none"> i. The overtaking boat should keep clear of the overtaken boat. ii. The overtaking boat should move towards the middle of the waterway and pass as quickly as possible. iii. The overtaking boat should try not to cross the centre line of the river. iv. After passing the overtaken boat, the overtaking boat should then steer away from the middle of the river, back towards the right-hand side. 	Low
Injury during activities	Paddlers	<ul style="list-style-type: none"> a. Carry out warm-up exercises before beginning paddling activities. b. Wear helmets during rescue practices, capsize drills and games,, when practicing rolling and seal launching from height, during warm-up exercises and other activities where there is a risk of head injury. 	Low
Locks	Paddlers	<ul style="list-style-type: none"> a. Do not paddle into locks (strong currents can destabilise paddlers leading to capsize and a high risk of drowning). b. Look out for pleasure boats wanting to use landing stages. c. Hold handrail on lock gates when crossing a lock. d. Look out for slip and trip hazards when portaging, e.g. steps, mooring ropes, bollards, raised bricks. e. Point out to the rest of the group any other hazards that are observed (e.g. structural damage) and take appropriate action to reduce the risk of injury. 	Low
Weirs	Paddlers	<ul style="list-style-type: none"> a. Helmets and buoyancy aids must be worn when paddling over and in weirs. b. Do not paddle over weirs unless accompanied by at least one other paddler with competent rescue skills. c. Do not paddle over weirs in high flow conditions. d. Do not paddle over Swineford Weir. e. Inexperienced paddlers to be coached in the required skills and awareness. 	Medium

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Water borne diseases and pollution	Paddlers	<ul style="list-style-type: none"> a. Cover any open wounds with a waterproof plaster before going onto the water. b. Always wear footwear to avoid cutting the feet. c. Do not ingest water. d. Avoid rubbing eyes, nose and mouth. e. Thoroughly clean any cut, scratch or abrasion obtained during paddlesport activity. f. Wash hands and face before taking food or drink. g. All paddlers should shower after paddling. 	Low
Spate conditions resulting in entrapment in overhanging trees/branches	Paddlers	<ul style="list-style-type: none"> a. Review water flow. If fast moving, consider not paddling. 	Low
Darkness	Paddlers	<ul style="list-style-type: none"> a. Schedule activities such that paddlers are off the water before darkness falls. b. Avoid paddling after dusk. c. Planned night paddles shall be covered by a separate risk assessment. 	Low
Lone Paddling	Paddlers	It is recommended that you paddle in a group but it is recognised that some paddlers may wish paddle alone. Members choosing to paddle alone must comply with the requirements of Section 5.6 of the club's Standard Operating Procedures.	Low
Pre-existing Illness / Medical Condition	Paddlers	Paddlers with health conditions (e.g. asthma, epilepsy, diabetes...) that could affect their ability to participate in paddlesport activities should notify the club Welfare Officer (in confidence) before undertaking any paddling.	Low
COVID-19 Coronavirus	Paddlers Other river users Public	Refer to risk assessment Supplement.	

Risk Assessment – Activities off the Water

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Manual handling	Paddlers Others carrying boats and equipment	a. Avoid attempting to lift items that are heavier than you can handle. b. Work with a partner to share loads. c. Try to avoid torso twisting. d. Instruction to be given to those new to the club on how to lift and carry boats safely.	Medium
Gym Equipment	Gym Users	a. The gym equipment shall only be used by members who have received appropriate training and are authorised to use it. b. When not in use, equipment shall be stored in accordance with the manufacturer's instructions.	Low
Slips, trips, falls	Paddlers Parents Public	a. Steps and access routes in boathouses, clubhouse and on riverbank (including public towpath) to be kept free of items that create trip hazards. b. Suitable footwear to be worn at all times, including when portaging. c. Report any damage to pontoons. d. Running and "games" are not permitted in the changing rooms.	Medium
Motor vehicles	Paddlers Other centre users	a. Pedestrians to look out for moving vehicles. b. All vehicles shall be driven at low speed (less than 10 mph). c. Drivers to look out for pedestrians, particularly when reversing. d. Cars must not be parked in the area between the boathouses.	Low
Electricity	Club members and guests	a. Light bulbs/tubes must only be changed when the power to the fitting has been turned off. b. Power tools and their leads shall be inspected for damage before use on site. c. Any extension leads and power tools used on site must be supplied from a Residual Current Device (RCD). d. Modifications to electric power circuits must only be carried out by authorised persons.	Low
Fire	Any centre users	a. Smoking is not permitted in any buildings. b. Barbecues must only be lit at a safe distance from buildings and if there is a low risk of grass/vegetation fires. Adequate means of extinguishing the barbecue shall be positioned close to the fire.	Low

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Falls from height	Paddlers Club guests	a. Do not lean over balcony railings. b. Handling of boats stored on racks: <ul style="list-style-type: none"> i. Inspect step ladders and trestles for damage and stability before use – do not use if damaged and report any damage to the club Equipment Officer. ii. At least four people to be available when lifting boats from racks – two on step ladders and two to pass/receive the stored boat to/from those on the ladders/trestles. iii. If using step ladders: <ul style="list-style-type: none"> o Position the ladders to face the boat when ascending/descending, with all four feet in contact with the ground. o Those on the ladders do not stand on the top three steps (including any step forming the very top of the stepladder) unless there is a suitable handhold. They must also avoid over-reaching. o Those on the ladders maintain three points of contact. This means two feet and one hand, or when both hands need to be free for a brief period, two feet and the body supported by the stepladder. c. Access to boat store loft: <ul style="list-style-type: none"> i. Inspect ladder to be used, to ensure it is in good condition before ascending it. ii. At least one other person must be in the store whenever the loft is accessed. iii. Move around the loft cautiously, aware of the risk of falling through the ceiling/floor opening. Do not lean over the opening when passing items through it. 	Medium
Dogs	Paddlers Other centre users Public	a. Members dogs shall be kept on a lead at all times. b. Try not to scare any dogs owned by other centre users or the general public.	Low

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
Flooding at the Rowing Centre site	Club members and guests	<ul style="list-style-type: none"> a. If the access tunnel beneath the railway line is flooded, consider entering the site via a route that is not flooded. b. Do not enter fast flowing water. c. Do not enter the water unless absolutely necessary and if necessary: <ul style="list-style-type: none"> i. Wear a correctly fitted buoyancy aid. ii. Walk carefully, being aware that tripping hazards may be obscured by muddy water. Consider having a stick/pole for support and/or for feeling for submerged obstacles. iii. Only do so when the person entering the water can be seen by others. iv. Guests of members shall not enter the water. d. After the flooding has subsided, all contaminated surfaces within buildings shall be cleaned. 	Low
Cleaning Chemicals	Club members Other centre users	<ul style="list-style-type: none"> a. Chemicals shall only be used when necessary to reduce the spread of infectious diseases or for biosecurity. b. Use chemicals in accordance with manufacturer's recommendations on the label. c. Consider use of protective gloves (e.g. vinyl or rubber) and eye protection. d. Point spray bottles downwind before pressing the trigger. 	Low
COVID-19 Coronavirus	Club members Other club members and centre users Public	Refer to risk assessment Supplement.	



Canoe Avon

COVID-19 Coronavirus Supplement to Risk Assessment for Salford Rowing Centre

Policy

Canoe Avon permits members to use the Salford Rowing Centre for exercise within the confines of Government regulations and guidance and constraints set by other centre users.

Supplement Review/Revision History

Assessor Name:	Position in Club:	Date Completed:	Review Record / Changes
Andy Hains	Welfare Officer	23rd May 2020	First Issue
Andy Hains	Welfare Officer	22nd August 2020	Updates to take account of latest Government and British Canoeing guidance
Andy Hains	Welfare Officer	11th September 2020	Updates to take account of latest Government and British Canoeing guidance

Risk Assessment

All club members and their guests shall follow Government regulations and public health guidelines to protect their own health, that of other centre users and the public when using the club's facilities. The measures below are intended to facilitate members use of the facilities whilst remaining within the regulations and guidelines – they are not intended to replace them, nor be a substitute for other controls set out within the main body of the club's risk assessment for protection against infectious diseases.

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
COVID-19 Coronavirus	Club members Other club members and centre users Public	<ul style="list-style-type: none"> a. Members and their guests shall not enter the site or participate in club activities within ten days of first experiencing symptoms. If after 10 days, members and their guests still have a temperature they shall not enter the site or participate in club activities. If another member of their household has symptoms or has had them, the club member shall stay away for longer (typically fourteen days or more), in accordance with Government isolation guidelines. b. Members shall only visit the centre for the purposes of exercise or pre-planned training courses that have a specific risk assessment. Club officials may visit to perform their duties. c. Members must wash their hands upon entering the site and before touching any padlocks, gates, handles, other building and fixture surfaces, boats and equipment. Acceptable methods are alcohol-based hand sanitiser or soap and water in accordance with NHS advice (here for sanitiser and here for soap and water). d. Consider wearing gloves when touching objects/surfaces that could have been touched by others. Alternatively, wash hands regularly after touching them, in accordance with a method referenced in Item c. e. Groups of no more than six people from different households may gather together. Several groups of six may be present and shall operate wholly separate from each other. Individual groups of six should not interact with anyone outside of the group they are with. Formal club meetings are suspended. f. Maintain Government social distancing guidelines at all times (at least 2 metre separation). Where this is not possible due to the nature of a particular activity, e.g. carrying a boat, all involved shall wear face masks and maintain at least 1 metre separation. Canoes and kayaks may be paddled by two members from different households provided that separation of at least 1 metre and other mitigations are maintained (such as use of face coverings or avoiding face-to-face interactions when in normal paddling positions). They may only be paddled by three or more people from the same household. 	Low

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
		<ul style="list-style-type: none"> g. No more than one person is permitted in the clubhouse at any time. The upstairs area, the gym, the male and female changing rooms and the toilets within these changing rooms must not be used. h. No more than two people are permitted at any time in the kayak store and four in the boathouse bay where the racing kayaks and canoes are stored. Face coverings shall be worn when two people are in the kayak store. i. Accessible areas of the rowing centre shall be regularly cleaned, including high contact points, e.g. padlocks and door handles. j. Members are encouraged to use their own equipment and limit sharing. k. Whenever practical, a set of club equipment shall be designated for use by one member only. The equipment assigned to each person shall be segregated from other equipment and clearly labelled with their name. It must not be used by other club members. l. If using club equipment, contact areas¹ shall be cleaned with water or other suitable cleaning fluid before use. m. Contact areas of all club equipment should be cleaned with soapy water or other suitable cleaning fluid after use, unless it has been designated by a club official for the sole use of a particular member. n. Access to the water shall be from the most upstream pontoon (the one nearest Bath). o. Avoid situations during normal paddling where capsizing is likely, unless self-rescue is well within the paddler's capabilities (self-rescue could mean swimming to the bank and resuming paddling unaided from there). p. Rescue practices and capsize drills may take place. Techniques that keep appropriate distances between the rescuer and casualty shall be promoted. When practicing rescues where assistance from other paddlers is required, the use of long boats (e.g. sea kayaks) is preferred to maximise social distance and the rescuer shall wear a face covering when a distance of 2 metres cannot be maintained. q. All litter/waste shall be taken home (the clubhouse bins have been removed). r. Members should wash their hands before leaving the site (refer to Item c for acceptable methods). s. Keyholders must wash their hands before commencing the locking-up routine (refer to Item c for acceptable methods). 	

¹ Contact areas are those that are touched during handling or when on the water and include seats, cockpit rims, thigh braces, the hull of canoes if kneeling, handles, paddles (this list is not intended to be exhaustive).

HAZARD	WHO MIGHT BE HARMED	ACTIONS/CONTROLS	RESIDUAL RISK RATING
		<ul style="list-style-type: none"> t. Signs and barriers shall be placed at strategic positions to remind members of the above controls. u. If a member or their guest develops COVID-19 symptoms within 10 days of visiting the club, or test positive, they are encouraged to notify the Welfare Officer, so that other members who may have been infected can be informed. v. The policy and this risk assessment shall be regularly reviewed in the light of changes to government and British Canoeing guidance, lessons learned and advice from other centre users. w. To satisfy Safeguarding requirements, members who are under 18 years of age or are adults at risk are only permitted to paddle when they are supervised by a competent paddler from the same household, who is a club member. 	