



Leighton Buzzard Canoe Club
Winter Series
Risk Assessment No 10

Risk Assessment Number	09	Date of Assessment	03 Nov 24	Date of next Review	Annually before event
Establishment	Leighton Buzzard Canoe Club	Activity	Winter Series	Assessment Type See Note 1	Specific

Assessed by	Steve Oxtoby	Position	LBCC Safety Officer	
Approved by	Nigel Dixon	Position	Chairman of LBCC Committee	

Hazards	Who is at Risk	Control Measures (Specific existing Control Measures)	Risk Factor (Likelihood x Consequence) See Note 2	Additional Controls (Each Control measure is to be specific and managed)	Residual Risk Rating (See Note 4)
Vehicles in car park crush injuries to personnel transiting around car park to start point(Crush injuries)	All spectators and paddlers	Parking area is isolated on Local hall parkland (Start) and school land (finish) Parking marshals will be on both sites to guide vehicles into parking area. Parking marshals will wear High Visibility vests.	2 x 1 = 2 (Low)	Controls adequate	1
Slips trips and falls at start point (minor physical injury)	All paddlers	An inspection of the start point will be conducted on the morning of the event and particular attention will be paid to the steps by the bridge to ensure serviceability All paddlers will receive a health and safety brief by the race organiser prior to the start of the event Appropriate footwear is to be worn correctly when transiting with the kayak from the car park to the canal side Steps leading to the canal from the bridge may be wet and slippery, care must be taken to	2 x 1 = 2	Controls adequate Consider marshals to control traffic over bridge to reduce crowding and risk of injury due to combination of boats and spectators. By Race Organiser by 01 Nov 24	1

		<p>ensure all participants have a secure footing on the steps at the bridge</p> <p>First aid helpers will be on site if required.</p>			
<p>Water Borne Bacteria</p> <p>Leptospirosis (WEILS disease)</p>	All paddlers	<p>All paddlers are verbally briefed prior to the start of the remembrance paddle as to the signs and symptoms associated with this disease.</p> <p>All paddlers are informed that showers are available adjacent to the clubhouse and are encouraged to shower after the come and try.</p> <p>All cuts and grazes are to be covered prior to paddling.</p> <p>Canal water should not be drunk.</p> <p>Unnecessary immersion is discouraged in the canal.</p>	<p>1 x 1 = 1</p> <p>(Low)</p>	Controls adequate	1
<p>Collision with other water craft (narrow boats)</p> <p>(minor physical injury)</p>	All paddlers	<p>All remembrance paddlers will be briefed to adhere to the waterways code.</p> <p>All paddlers are warned to keep clear of narrow boats.</p> <p>If there is a collision during the remembrance paddle other paddlers will be on the water and will assist if required.</p> <p>Club helpers will be at manned positions along the route the bank they will act as observers and inform narrow boats that there are paddlers are on the</p>	<p>2 x 1 = 2</p> <p>(Low)</p>	Controls adequate	1

		<p>water conducting a remembrance paddle.</p> <p>All manned positions will carry a telephone and first aid kit in case of injury. Marshals will have lists of what3words locations of marshal points to assist in directing emergency services if required.</p> <p>All paddlers attend skills assessments to prevent damage and collision with other users of the canal.</p> <p>All paddlers will receive a comprehensive brief prior to the event.</p>			
<p>Portages at locks</p> <p>Manual handling (Muscle injury slips, trips and falls)</p>	All paddlers	<p>All paddlers are to wear appropriate non slip footwear. Paddlers are encouraged to respect to other canal towpath users reducing third party liability.</p> <p>Paddlers are taught good lifting practices for kayak/canoe portaging.</p> <p>Marshals are to control paddlers and warn them about running at portage and warn public when necessary.</p> <p>All paddlers are to obey instructions from all marshals. Signs will be placed along the towpath indicating an event is taking place.</p> <p>Portaging is part of the race dynamics.</p>	<p>2 x 2 = 4 (Med)</p>	Controls adequate but continue to monitor	2

		Marshals will inspect all portages prior to the event areas for potholes and slippery ground and inform paddlers as they transit through the portage.			
Capsize (drowning)	All paddlers	<p>Buoyancy aids are to be worn in accordance with Paddle UK guidelines All paddlers under 16 and ranked division 7, 8 and 9 are to wear buoyancy aids. Buoyancy aids are to be correctly sized and adjusted for the individual.</p> <p>All paddlers can be told to wear buoyancy aids by the Club Organiser in exceptional water conditions.</p> <p>The depth of water does not exceed 1.35mtrs mid channel and 0.9mtrs at the edges, many of the paddlers can stand on the bottom and wade to the canal edge.</p> <p>The canal is considered sheltered water with no current or flow that can pose a risk. Qualified first aiders are on site with telephones if required. All immersion into the water is kept to a minimum.</p> <p>All paddlers are strongly advised to wear suitable footwear.</p> <p>All paddlers are taught to assist with any paddler in the water. Verbal communication is established with the person in the water by the rescuer.</p>	1 x 3 = 3 (Med)	<p>Controls adequate but continue to monitor</p> <p>Consider need for separate starts for some classes eg. SUPs to reduce the risk of conflicts at the start.</p> <p>By Organiser before 01 Nov 24</p>	2

		All kayaks are to carry sufficient buoyancy in them in order that they float when filled with water. Any kayak that does not have sufficient buoyancy will be turned away from the remembrance paddle.			
Capsize (sharps in canal bed cuts and physical injury)	All Paddlers	Keep unnecessary immersion into the water to a minimum. All paddlers are encouraged to wear suitable footwear. Qualified first aid personnel will be at points along the race and club house.	2 x 1 = 2 (Low)	Controls adequate	1
Swans and ducks (physical injury)	All Paddlers	Paddlers are reminded to respect the wildlife and where necessary provide a wide berth or portage around swans and ducks.	1 x 1 = 1 (Low)	Controls adequate	1
Collision at locks and lock gates physical Injury)	All Paddlers	Paddlers are taught not to use locks or to paddle into them Paddlers are taught to portage safely around locks in order to gain entry to upstream or downstream water. All locks will be manned by club helpers who will be wearing hi-viz vests for identification purposes they will carry first aid kits and telephones.	1 x 2 = 2 (Low)	Controls Adequate	1
Collision with other paddlers or the canal	All Paddlers	Paddlers attend one and two star assessments serving as confirmation they have the	1 x 1 = 1 (Low)	Controls Adequate	1

bank (minor physical injury)		requisite skills to prevent damage and collision. Paddlers are also warned to lookout and avoid objects floating in the water.			
Capsize (Hypothermia)	All Paddlers	All paddlers are encouraged to dress correctly for the weather and water conditions Qualified first aid personnel and club helpers wearing hi-viz vests will also have telephones. Last paddler will be followed by a sweeper on a bicycle.	1 x 2 = 2 (Low)	Controls Adequate	1
Safeguarding measures	Club	Safeguarding policy is in place refer to LBCC policy document 05a safeguarding children and young people	1 x 1 = 1 (Low)	Controls adequate	1
Anti Social Behaviour	Competitors and spectators	1x 1 = 1 (Low)	Competitors will be instructed to follow the Waterways Code which should minimise potential conflicts with other users. The posting of notices will let fishermen and others know what to expect. Marshals will be located at all key points and will be tasked with collecting information about incidents	Control adequate	1
Monitor weather and canal conditions prior to event and prepare to call off event if there is a risk of ice on the canal.	Race Organiser During week prior	Controls adequate	1 X 2= 2		

<p>Consider modifying course and not running certain most junior elements in the event of severe weather.</p> <p>Consider road conditions forecast and if necessary, advise cancellation ahead of time to avoid visiting competitors travelling in unsafe conditions</p> <p>Delay event if there is a significant risk of lightning strikes.</p>	On day				
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Notes:

- 1 If using a 'Generic' risk assessment, Assessors and reviewers are to satisfy themselves that the assessment is valid for the activity and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
- 2 The Assessor and reviewers are to note that they are responsible for the production of the risk assessment and that they by approving it indicate that the risk assessment is suitable and sufficient and they consider the risks to be acceptable.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Risk Matrix Likelihood X Consequence			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

- 3 When recording the Risk Rating ensure that both the Likelihood and Consequence scores are included.

High	Improve control measures or consider not undertaking task. Conducting training at this level of risk is to be reported to the club committee.
Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of carrying out task.

Low	Maintain control measures and review if there are any changes.
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4 Record the residual Risk Rating to demonstrate that the risk has been reduced to an acceptable level.

5 All Risk Assessments are to be reviewed annually additional reviews maybe required as follows:-

- If there is reason to doubt the effectiveness of the assessment.
- Following an accident or near miss.
- Following significant changes to the activity.
- Following changes to personnel.
- If “Generic” and prior to undertaking the activity.

Comments	
Non-Safety related notes.	
1. Via the entry process all paddlers will be verified to be Paddle UK members and therefore have an appropriate licence for using the canal.	
2. Public Liability insurance for £10 million via Paddle UK policy has already been submitted.	
3. Clean dry and check principles will be applied by requiring all visiting boats and equipment to be cleaned and dried prior to travelling to the start and by providing wash down facilities at the race end. All club boats are required to be washed down after every paddle session.	
All paddlers advised on priority/courtesy towards other site users at the race briefing given on the day	
Signs/stewards positioned at either end of the course – officials will be situated at the beginning, middle and end of the course	
All paddlers advised to give moored boats a wide berth – will be reiterated at the race briefing given on the day	
Towpath to be kept clear at all times	