


	<p>Lead coach(s) must be qualified to the required level for the activity taking place.</p> <p>All participants must be able to swim 50 metres unaided.</p> <p>Kayaks and Canoes must have all appropriate safety fittings, present and in good working order</p> <p>All paddlers must wear a correctly fitted buoyancy aid. Buoyancy aids must be of the correct floatation for the paddler (all club equipment is tested annually and recorded in equipment register.)</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<p>Risk: Entrapment & Entanglement</p>	<p>Controls:</p> <p>Paddlers clothing and footwear must be close fitting and avoid loops in strap, hoods etc. that may get caught.</p> <p>Boats must only carry the intended number of people in its cockpit.</p> <p>Boats must not be used to store anything (e.g. balls, bags, shoes, spray decks helmets or food.) apart from in the appropriate storage compartments.</p> <p>Equipment (Boats, paddles, helmets and spray decks) should be removed from the water when not in use.</p> <p>Boats should not be left upturned and unattended in the water.</p> <p>Where ropes are in use (rescue lines, polo lines etc) ensure any excess is managed appropriately.</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<p>Risk: Slips, Trips & Falls</p>	<p>Controls:</p> <p>Coaches must visually check, as far as reasonably practical, the launch site before each session to ascertain the state of access and egress.</p> <p>The clubhouse outdoor stairs must be checked and cleaned before the session if they are slippery. Everyone should be informed to take care on the stairs, car-park and in any part of the clubhouse or pool side.</p> <p>Any hazards found should be brought to the attention of members of the group and removed or avoided.</p> <p>All equipment (boats, paddles, helmets and spray decks) must be correctly stored neatly on the bank-side and returned to the club store when finished.</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
<p>Risk: Manual Handling Injuries</p>	<p>Controls:</p> <p>All students must be taught the correct methods of handling, launching and retrieving a boat from the water and removing of water from and carrying of a boat.</p> <p>All students, especially children, should be encouraged to ask for assistance and to work in pairs when handling equipment.</p>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

	Everyone should be encouraged to assist each other in the loading and unloading of equipment on to cars and trailers. This must be supervised by appropriate people.	
Risk: Falling Objects	Controls: All boats and equipment must be securely stored and fastened in the stores or on to roof racks and trailers.	<input checked="" type="checkbox"/>
Risk: Biological	Controls: All paddlers must be notified of any potential hazards associated with the water. The correct BCU information on Weil's disease must be displayed and followed. All paddlers must wash their hands after the paddle and before eating with their hands. Paddlers should be encouraged not to pick things out of the water and to avoid other peoples rubbish but be responsible for their own.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
Risk: Environmental	Controls: All coaches must understand the signs of & protect against hypothermia. Suitable and appropriate clothing must be worn and spare warm dry clothes and blankets must be available. Hats and gloves are particularly important when cold and hats and sun block when sunny. Beware of broken bottles & cans & other sharp objects. When slalom poles are in place CE Approved helmets to be worn. During polo sessions CE Approved helmets with face guards to be worn and all equipment must be compliant with BCU polo rules.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>

Assessed by: Name: Dave Rawding Date: 20 th June 2016	Approved by: Name: Andy Davies Date: 20 th June 2016	
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