

Canoeing Treasure Hunt

65

Overall Potential Risk Level:
Substantial Risk

15

Overall Residual Risk Level:
Moderate Risk

8

Org Unit	Doncaster Culture & Leisure Trust -> Hatfield Activity Center
Location	Hatfield Activity Centre
Assessment Date	24/10/2022
Description	Canoeing Treasure Hunt
Activity Description	Canoeing Treasure Hunt Activities on Lakeside Ratio 1:12
People Exposed	DCLT Staff / Instructors Participants Members of the Public
Assessment Conclusion	Activity to be continuously reviewed and RA updated as required
Is This An Acceptable Risk?	Yes
Assessor Name	Michele Parnham
Assessment Team Members	Paul Goodwin
Next Review	24/10/2023

Hazards And Control Measures

HAZARD DESCRIPTION , HAZARD PHRASES	PERSONS AT RISK, HOW IS PERSON AT RISK	CURRENT CONTROL MEASURES	POTENTIAL RISK FACTOR	ADDITIONAL CONTROL MEASURES	RESIDUAL RISK AFTER CONTROLLED MEASURES
<p>Slip, Trip & Falls</p> <p>Slipping / tripping on edge of lake / lakeside</p>	<p>Participants, DCLT Staff / Instructors, Members of the Public</p> <p>Cuts / Abrasions</p> <p>Sprains / Contusions</p>	<p>No running on lakeside</p> <p>Launching / landing areas to be free from hazards</p> <p>Equipment to be stored correctly when not in use</p> <p>All individuals to be aware of their surroundings whilst moving around the area.</p> <p>Individuals to wear buoyancy aids whilst undertaking land based element of the activity</p>	<p>9</p> <p>Moderate Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 3 - Possible</p>		<p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p>
<p>Manual Handling</p> <p>Launching canoes into the water</p>	<p>Participants, DCLT Staff / Instructors, Members of the Public</p> <p>Strains / Injury</p>	<p>Only trained staff should launch the Canoes/Katakanues into the water</p> <p>Instructors should follow best practice for manual handling</p> <p>Staff are trained in the correct way to launch the canoes/katakanoe</p>	<p>9</p> <p>Moderate Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 3 - Possible</p>		<p>6</p> <p>Low Risk</p> <p>Severity: 3 - Lost Time</p> <p>Likelihood: 2 - Remote</p>

Environmental Conditions	Participants, DCLT Staff / Instructors, Members of the Public	Correct clothing and equipment worn for weather and water conditions i.e. wetsuit at the instructors discretion	<p style="text-align: center;">12</p> <p style="text-align: center;">Substantial Risk</p> <p style="text-align: center;">Severity: 4 - Major</p> <p style="text-align: center;">Likelihood: 3 - Possible</p>	<p style="text-align: center;">4</p> <p style="text-align: center;">Low Risk</p> <p style="text-align: center;">Severity: 4 - Major</p> <p style="text-align: center;">Likelihood: 1 - Improbable</p>
Weather	Hypothermia Sunstroke	Proximity of warm building		
Adverse Weather		Adequate protection from sun		
		Weather conditions to be monitored & activity temporarily suspended if required during adverse weathers e.g. strong winds, thunderstorms / lightning		

Other (Describe in Hazardous Event Colum)	Participants, DCLT Staff / Instructors	Briefing of group regarding appropriate behaviour at start of water based activity	12	8
Others Katakanoes/canoes & Craft	Personal Injury	Instructor to observe group and other lake users whilst activity taking place	Substantial Risk	Moderate Risk
Jetty		Participants to be made aware of activity area, to stay away from edges and out of bounds areas.	Severity: 4 - Major	Severity: 4 - Major
Paddles		Group control and clear safety brief prior to activity.	Likelihood: 3 - Possible	Likelihood: 2 - Remote
Overhanging trees / bushes		Participants to be made aware of other activities on water.		
		Instructor to be aware of location of jetty in relation to group & to inform the group		
		Briefing of group in correct & safe paddling technique.		
		All participants to wear buoyancy aids / helmets to protect them should they hit their heads / torso on branches / objects		

Water	Participants, DCLT Staff / Instructors	All participants to wear buoyancy aids	15	5
Water	Personal Injury	All participants must be confident in water	Substantial Risk	Low Risk
Drowning	Drowning	Supervision policy (from DCLT Website):	Severity: 5 - Fatal/multiple casualties	Severity: 5 - Fatal/multiple casualties
	Hypothermia	Under 8's must be accompanied by a parent or guardian in the same boat.	Likelihood: 3 - Possible	Likelihood: 1 - Improbable
	Illness	8-17yrs can hire craft but must be accompanied by a parent or guardian in the same or a separate boat.		
		All children under 18 must be accompanied on the water by a parent or guardian		
		Check open boats before session		
		Monitor water for any pollution		
		Suitably qualified staff with good group control		
		Rescue boat available		
		First Aid Individuals on site		

Manual Handling Carrying equipment	Participants, DCLT Staff / Instructors Personal Injury Strains / Sprains	Instructor to ensure that participants are physically capable of carrying canoes Individuals to work in at least two's to move open boats All participants to wear footwear	<p style="text-align: center;">9</p> <p style="text-align: center;">Moderate Risk</p> <p style="text-align: center;">Severity: 3 - Lost Time</p> <p style="text-align: center;">Likelihood: 3 - Possible</p>	<p style="text-align: center;">6</p> <p style="text-align: center;">Low Risk</p> <p style="text-align: center;">Severity: 3 - Lost Time</p> <p style="text-align: center;">Likelihood: 2 - Remote</p>
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<p>Physical hazards</p> <p>Hit the bank or bottom of lake when capsized</p> <p>Capsizing</p>	<p>Participants, DCLT Staff / Instructors</p> <p>Personal Injury</p> <p>Drowning / Secondary drowning</p> <p>Hypothermia</p> <p>Entrapment</p>	<p>Full safety briefing, Group control.</p> <p>Helmets to be worn at all times when on the water.</p> <p>All participants to wear buoyancy aids</p> <p>Buoyancy aid test / compliance checks completed</p> <p>Participants to be confident in the water</p> <p>Instructor / Staff to observe group and other lake users whilst activity taking place and provide assistance if required</p> <p>Participants to stay within designated areas</p> <p>Rescue boat available</p> <p>First Aid Trained individuals on site</p>	<p>15</p> <p>Substantial Risk</p> <p>Severity: 5 - Fatal/multiple casualties</p> <p>Likelihood: 3 - Possible</p>	<p>5</p> <p>Low Risk</p> <p>Severity: 5 - Fatal/multiple casualties</p> <p>Likelihood: 1 - Improbable</p>
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