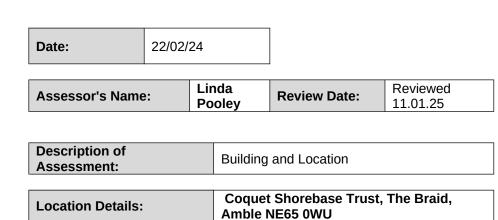
## **Coquet Canoe Club Risk Assessment**

BRITISH

NOTE: Before completing a risk assessment please read the guidance notes document.



| What are the hazards?       | Who might be<br>harmed and how? | What are you already doing to control the risks?   | What further action do<br>you need to take to<br>control the risks?                                    | Who needs to carry<br>out the action? | When is the action needed by? | Done |
|-----------------------------|---------------------------------|--|--|---------------------------------------|-------------------------------|------|
| Slips trips and falls       | All participants                | Anyone accessing a session is told about<br>the slipway being slippy with moss at low<br>tide<br>Use a slippery floor sign inside the<br>building<br>Keep walkways clear of equipment<br>wear appropriate footwear   | Coaches and Leaders to<br>monitor the slipway while<br>members are moving boats<br>and equipment.      | Coaches and Leaders                   | Ongoing                       |      |
| Manual Handling<br>Injuries | Leaders and participants        | Teach and use correct lifting and carrying<br>techniques. Kayaks 2 people, open<br>canoes 4 people when available.<br>Ask for assistance where necessary<br>Take care when carrying or using<br>paddles<br>Always have two people to remove boats<br>from containers<br>Take care when stacking boats in the | Coaches and Leaders to<br>monitor and advise<br>members as they collect<br>their boats from containers | Coaches and Leaders                   | Ongoing                       |      |

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|                    |                                      | containers  |  |          |         |  |
|--------------------|--------------------------------------|---|--|----------|---------|--|
| Falling into water | Leaders, participants and spectators | Wear BA when close to the water's edge.   | Monitor each other while moving about near the water | Everyone | Ongoing |  |
| Parking            | Participants and<br>Leaders          | Parking is allowed in the compound, take<br>care to leave enough space for the<br>rowing boats to move out of their space.<br>If there is no space in the compound, use<br>the Braid for parking. Leave 2 spaces<br>near the gate for disabled members to<br>park. Be aware of people moving about<br>in the compound moving equipment. | Monitor parking spaces                               | Everyone | Ongoing |  |
|                    |                                      |   |  |          |         |  |
|                    |                                      |   |  |          |         |  |
|                    |                                      |   |  |          |         |  |

Office use only (to be completed by a risk assessment checker if selected for sampling)

| Checked by: Line<br>Poo | ey Position: | Secretary | Date<br>: | 11.01.25 |
|-------------------------|--------------|-----------|-----------|----------|
|-------------------------|--------------|-----------|-----------|----------|

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Notes:

Dynamic risk assessments carried out while in and around the building