

25 GENERIC RISK ASSESSMENT - ACTIVITY LED BY SCHOOL – CANOEING/ KAYAKING Page 1

In addition to evidence of recent and relevant experience, the leader must hold the appropriate BCU qualification for the activity proposed and be approved by the LEA Outdoor Education Adviser (OEA).

HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	INITIAL IF ALL IN PLACE
Avoidable objective dangers/unsuitable location	Disabling or fatal injury	Pupils, staff	<ul style="list-style-type: none"> Location has been specifically assessed by technical adviser - BCU coach level 3 minimum - as suitable for activity planned Ability/experience of group taken into account weather forecast obtained, weather and water conditions constantly monitored and activity adjusted accordingly; alternative programme available if conditions unsuitable 	Written site specific risk assessment (and operating procedures if appropriate)	Low	
Water environment	Drowning, injury	Pupils, staff,	<ul style="list-style-type: none"> The leader holds the appropriate BCU qualification for; the craft, the water (inland or sea) and conditions prevailing Leader follows BCU code of practice Pupils supervised in BCU recommended ratios by qualified staff Pupils on shore are suitably supervised The leader holds first aid and resuscitation awards Personal buoyancy meets BCU recommendations and leaders check buoyancy always worn correctly when afloat All boats have suitable buoyancy Equipment as recommended by BCU is carried and used as appropriate. Participants are appropriately trained in use 		Low	
Equipment failure	Drowning	Pupils, staff	<ul style="list-style-type: none"> All equipment is checked before use; an equipment log is maintained and an annual maintenance programme is undertaken 	Monitoring programme in place	Low	
Head injury	Injury	Pupils, staff	<ul style="list-style-type: none"> Helmets used if conditions dictate 		Low	

*This generic risk assessment for school use identifies the common hazards and control measures associated with this type of visit or activity. Before undertaking the activity, the **GROUP LEADER** must also make an “**EVENT-SPECIFIC**” assessment of any risks associated with their particular visit, including the **SITE, GROUP, ACTIVITIES, STAFFING & TRAVEL**.*

LOCATION OF VISIT:

DATE(S):

ASSESSMENT CARRIED OUT BY: NAME:

SIGNED:

DATE:

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HAZARD	RISK	PEOPLE AT RISK	CONTROL MEASURES	COMMENTS/ ACTIONS	RESIDUAL RISK RATING	INITIAL IF ALL IN PLACE
Water quality	Illness	Pupils, staff	<ul style="list-style-type: none"> Local advice taken re water quality Open cuts and sores covered Pupils and parents briefed re Weil's disease and action to take if appropriate 		Low	
Exposure to weather	Hypothermia	Pupils, staff	<ul style="list-style-type: none"> Suitable clothing and footwear and change of clothes Spare clothing and emergency equipment available to group Plan for pupils who may do not bring suitable clothing – check before departure and/or bring spares Weather forecast obtained, wind and water conditions constantly monitored and activity adjusted accordingly Emergency telephone available 	Provide clear information re suitable clothing and equipment to pupils and parents.	Low	

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