

KAYAKING RISK ASSESSMENT SHEET

Site: Cooks River , Tempe **Date completed:** 10/12/2013 **Assessed by:** Ian Royds

Type of Activity: WW Guide Course & novices **Duration of Activity:** 8 hours on and off water

Known Hazards Assessment:

Risk level is dependent on the skill and experience of the members in the group, some very experienced. The following 5-point rating is applied according to the **weakest** novice member in the group.

Consequence Hazard Rating Scale	Consequence
1	Minimal unlikely event or insignificant consequence
2	Minor minor trauma, dealt with at location of activity
3	Moderate potential for serious injury, may require evacuation
4	High potential major trauma, evacuation & hospitalisation likely
5	Extreme potentially lethal (drowning)

Assessed Level of Risk Rating (L X C)	Risk
0 - 5	Trivial (e.g. blisters, sunburn: Unlikely to need procedures beyond normal expected safety)
6 - 10	Low (e.g. dehydration, minor trauma: Risk can be managed by routine procedures)
11 -15	Moderate (e.g. injury. Risk can be managed by specific monitoring or response procedures)
16 - 20	High (Requires detailed management planning, major injury risk)
21 - 25	Severe (Potentially lethal, must be managed with a detailed risk management policy)

HAZARD	CONTROL MEASURES	Type of Risk	LIKELIHOOD (L)	CONSEQUENCE (C)	Assessed Level of Risk (L X C)
Lack of safety awareness	<ul style="list-style-type: none"> Must be able to self rescue 25m and tread water with a PFD Give clear instruction on group responsibilities Buddy support system of surveillance Appropriateness of clothing & gear for the activity Emergency procedures outlined National standard signals demonstrated Keep within defined areas No diving allowed Must wear PFD, hat & shoes at all times near water 	Injury to self or others	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	4	8 Low
Falling in when entering & exiting kayak	<ul style="list-style-type: none"> Clear simple instruction on how to enter and exit boats. Explain no solid heel shoes in tight fitting boats. No wearing of spraydeck until capsize drill performed Dangers of entering and exiting boat in fast currents 	Injury Capsize Wet chill	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	2	6 Low
Capsize	<ul style="list-style-type: none"> Clear instructions on what to do in event of capsize Cease activity after 2hrs to prevent extended coldness Have a buddy to assist or to alert others swimming technique explained 	Entrapment Cold chill	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	5	15 Moderate

Collision with other paddlers or objects	<ul style="list-style-type: none"> • Possible rib injury from bow of boat • Possible head injury from impact of paddle • No ramming rule 	Collision injury Capsize	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	2	4 Low
Inappropriate clothing (easy access out of river)	<ul style="list-style-type: none"> • A properly fitted PFD compulsory at all times • Long-sleeved top recommended • Hat for sun protection • Appropriate footwear compulsory • Awareness of measures to prevent hypothermia • Observe and alter activity if chill factor too high 	Trauma Sunburn Hypothermia Hyperthermia	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	2	4 Trivial
Natural Extremes lightening, flood, cold	<ul style="list-style-type: none"> • Back up activity for bad weather • Weather check BOM • Ensure appropriate clothing for conditions • Have sunscreen available • Alert students to dangers of poor water quality after rain 	Lightning strike High flow strainers Hypothermia	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	3	6 Low
Travel to venues by vehicles (mostly applicable to transporting minors)	<ul style="list-style-type: none"> • Seatbelts worn (car or bus) • Experienced (black licence) drivers can self drive and carry others. • Students/minors cannot travel with inexperienced drivers 	Injury from vehicle accident	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	5	5 Low
Dehydration	<ul style="list-style-type: none"> • Instruct to drink regularly, carry drink in boat • Regular stops every 2 hours or more in hot weather • Remove cag to prevent overheating 	hyperthermia	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	3	6 Low
Equipment	<ul style="list-style-type: none"> • Check boats for safety before activity • Check for loose screws etc that could lead to a failure • Check PFD's, helmets & footwear for secure fit 	Flotation or handloop failure	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	2	4 Low
Lack of response to instruction	<ul style="list-style-type: none"> • Instruction must be in quiet area without distractions • Have frequent & regular briefings on & off the water. • Prompt participants to affirm their understanding. • Use peer appraisal techniques 	Potential risk to self & others	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	3	9 Low

Site hazards	<ul style="list-style-type: none"> Identify site hazards and alert participants during briefings Hazards can change as river levels or conditions change 	Lack of awareness could lead to danger	2 Unlikely	5	10 Low
Late return due to change of plans or conditions	<ul style="list-style-type: none"> 'Float Plan' with details of activity left with a responsible person when on a trip. Contingency plan in place 	Exposure, tiredness	3 Moderate	2	6 Low
Medical risk	<ul style="list-style-type: none"> Epipen carried (Yes / No) First aid kit carried in boat when away from clubhouse First aid kit kept at clubhouse Medical forms at clubhouse for each paddler Evacuation procedure identified 	Allergies Injury	1 Rare 2 Unlikely 3 Moderate 4 Likely 5 Almost certain	3	9 Low

Expected river level: River grading level: grade-1

Emergency Management Procedures:

Evacuation Points:

Calling for help (epirb/ sat. phone/ mobile phone no. / VHF radio band)

Nearby hospital:

Nearby police:

Key Incident Command Roles:

Leader: Rescuer: Rigger: Tail-end Charlie:

Epipen carried (tick)

General Risk Treatment (tick): Low to Moderate risks

Avoid Reduce likelihood or consequences (see risk assessment controls)

Transfer Finance Accept

PTO for Registration

Paddler Register (Course participants and 'Come & Try' novices)

Full Name	Boat (type & colour)	Club & Member No	Emergency contact (Name & No)	Personal contact no.	Medical
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

Guide Course Participants only

Full Name	Pre req WW Skills	Logbook	Award Sought	Rescue Award	Snr First Aid

END