

DESCRIPTION OF TASK / ACTIVITY	<p>Generic Risk Assessment (Paddlesports)</p> <p>This is a generic Risk Assessment. It is the responsibility of the Head of Establishment / Visit Leader to prepare a Risk Assessment for a visit that recognises these general hazards but also provides adequate details of the hazards and control measures of their specific undertaking.</p> <p>Local Authorities / other organisations may require Visit Leaders to complete their own specific risk assessment template e.g., one that uses a scoring system that provides a quantifiable measure of the risk.</p> <p>The generic information below sets out general hazards and control measures, which can be adapted and used with any template – the information can be used either as a standalone risk assessment for the adventure activity element of a visit or integrated into the risk assessment for a whole visit.</p>
LOCATION	<i>Specific trip details to be added</i>

Item	Aspect of trip: potential hazards and risks	Who is at risk?	What are you already doing, i.e., what Control Measures are already in place?	Further Actions Required
1	Travel & Transport			
			<i>Specific trip details to be added</i> NOTE: Further control measure may be required within this section to ensure that the Maximum Authorised Mass is not exceeded when towing equipment, and transporting participants and equipment	
2	Participants Health & Wellbeing			
			<i>Specific trip details to be added</i> NOTE: The needs of the participant should be recognised in relation to the adventure activity and environment	
3	Venue (Loch / Canal / River / Sea Estuary)			
			<i>Specific trip details to be added</i> NOTE: Further control measures for reducing recognised risks will need to be noted when you are leading the activity in different environments and conditions	
4	Activity (Canoe / Kayak / SUP)			
	Incompetent staff	Participants	<ul style="list-style-type: none"> Activity group Leader will hold appropriate British Canoe qualifications and / or approved / recognised competency appropriate to the venue and level of activity being undertaken 	
	Inappropriate plan	Participants	<ul style="list-style-type: none"> Activity group must be adequately trained and prepared before taking to the water 	
	Drowning	Participants & Staff	<ul style="list-style-type: none"> Staff to check all participants swimming ability before starting the activity 	

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			<ul style="list-style-type: none"> Participants and staff to wear fitted buoyancy aids when on and around the water edge 	
	Entrapment by Equipment after capsizing	Participants	<ul style="list-style-type: none"> Staff to ensure participants footwear does not cause entrapment in the event of a capsize Staff to ensure buoyancy foam and airbags are fitted correctly Staff to ensure equipment such as spray decks can be used by participants Staff to check snag hazards such as painter lines, leashes and deck lines follow a clean line policy or are releasable 	
	Equipment Failure	Participants	<ul style="list-style-type: none"> All equipment is visually inspected before every use Technical equipment is inspected and recorded annually 	
	Swimming in cold water leads to cold water shock	Participants	<ul style="list-style-type: none"> Staff to ensure all wear appropriate equipment for the activity in relation to the seasonal weather 	
	Slips / Trips	Participants & Staff	<ul style="list-style-type: none"> Shoes must be worn by all whilst on activity 	
5	Weather & Environment			
			<i>Specific trip details to be added</i>	
6	Emergencies			
			<i>Specific trip details to be added</i> NOTE: Provide control measures in relation to accessing help in the event of an emergency when operating in remote locations where mobile phone signal may not be available	
Prepared by:				
			Date:	
			Date for review:	
Checked and approved by:				
			Date:	