

<b>DESCRIPTION OF TASK / ACTIVITY</b>	<p><b>Generic Risk Assessment (Sailing)</b></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><b>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.</b></p>
<b>LOCATION</b>	<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	<b>Travel &amp; Transport</b>			
			<i>Specific trip details to be added</i> NOTE: Further control measure may be required within this section to ensure that the <a href="#">Maximun Authorised Mass</a> is not exceeded when towing equipment, and transporting participants and equipment	
2	<b>Participants Health &amp; Wellbeing</b>			
			<i>Specific trip details to be added</i> NOTE: Further control measures need to be noted	
3	<b>Venue</b> (Loch / Marina / River / Sea / Estuary)			
			<i>Specific trip details to be added</i> NOTE: Further site-specific control measures for reducing recognised risks will need to noted	
4	<b>Activity</b> (Dingy / Multi Hull Wind Surf)			

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	Incompetent staff	Participants & Staff	<ul style="list-style-type: none"> <li>Activity leader will hold appropriate RYA qualifications and or approved recognised competency appropriate to the venue and level of activity being undertaken</li> <li>Staff to have appropriate first aid training</li> </ul>	
	Inappropriate plan	Participants	<ul style="list-style-type: none"> <li>Activity will be planned and prepared, considering participant experience and weather conditions before taking to the water</li> </ul>	
	Drowning	Participants & Staff	<ul style="list-style-type: none"> <li>All participants will wear buoyancy aids and staff to check fit on and around water edge. Water confidence identified and appropriate adaptations made.</li> <li>Rescue boat will carry appropriate safety and alarm raising equipment for the environment and conditions</li> </ul>	
	Entrapment by equipment after capsizing	Participants	<ul style="list-style-type: none"> <li>Staff to ensure participants footwear/clothing do not increase likelihood of entrapment in the event of a capsize</li> <li>Staff to ensure snag hazards such as painter lines, leashes and deck lines follow a clean line policy or are releasable</li> <li>Participants will be made aware of what to do in the event of a capsize</li> </ul>	
	Equipment Failure	Participants	<ul style="list-style-type: none"> <li>All equipment is visually inspected before every use</li> <li>Technical equipment is inspected and recorded annually</li> <li>Oars and rowlocks to be provided in dinghies, where appropriate</li> <li>Staff monitoring and rescue boat available</li> </ul>	
	Rescue boat failure	Participants and Staff	<ul style="list-style-type: none"> <li>No rescue boat, no sailing - sailing will be abandoned if a rescue boat fails and another suitable rescue boat is not available</li> <li>The rescue boat fitted with appropriate safety equipment e.g., kill cord, paddle, rescue knife, first aid kit, tow/throw line. (A list can be obtained from the RYA)</li> <li>Rescue boat operators hold minimum qualification RYA Level II powerboat award</li> <li>Kill Cords are to be worn in accordance with RYA Level II training</li> </ul>	
	Immersion in cold water - risk of hypothermia, cold water shock	Participants & Staff	<ul style="list-style-type: none"> <li>Activity Leader to ensure all wear appropriate equipment for the activity in relation to the conditions</li> <li>Activity Leader will make a decision within the location specific guidelines, if the weather is appropriate for the</li> </ul>	

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			session to go ahead, this decision must be kept under constant review	
	Collision and impact between boats	Participants & Staff	<ul style="list-style-type: none"> <li>Staff use an appropriate training progression introducing dangers of collision and rules of the water at appropriate times</li> <li>Buoyancy aids always worn, and consideration if helmets should be worn in accordance with site and boat specific operating policies</li> </ul>	
	Slips, trips or falls	Participants & Staff	<ul style="list-style-type: none"> <li>Participants and Staff briefed on the risks</li> <li>Use of appropriate site for the activity</li> <li>Appropriate footwear</li> </ul>	
	Head injuries (capsize in shallow water, impact from boom)	Participants	<ul style="list-style-type: none"> <li>Instructor to brief group on hazards</li> <li>Instructor to consider if wearing helmets is appropriate</li> </ul>	
5	<b>Weather &amp; Environment</b>			
		Participants & Staff	<p>Appropriate activity and site-specific weather forecasts must be obtained before the activity can happen</p> <p><i>Specific trip details to be added</i></p> <p>NOTE: Further control measures need to be noted</p>	
6	<b>Emergencies</b>			
			<p><i>Specific trip details to be added</i></p> <p>NOTE: Further control measures need to be noted</p>	
<b>Prepared by:</b>			<b>Date:</b>	
			<b>Date for review:</b>	
<b>Checked and approved by:</b>			<b>Date:</b>	