

Activity Risk Assessment: - Kayaking

Carlton Lodge recognises that using a suitably trained / qualified instructor will vastly reduce the inherent risks of the activity. Therefore all Carlton Lodge Activities will be led by suitably trained / qualified instructors.

No	Hazard	Who it effects	Unmanaged risks	Control Measures	Managed risks
1	Drowning	Instructors & Group	High	Instructor training, knowledge, supervision and experience. Assessment of student ability and tailoring of sessions accordingly. All participants wearing correctly fitted and checked buoyancy aids when on and near the water. Staff awareness and ability to rescue. Use of throw lines. Dry land capsize and rescue brief. Avoid students wearing large footwear and heavy clothing.	Low
2	Struck by paddle	Instructors & Group	Medium	Students safe distance apart whilst practicing dry land paddling. Staff control during session. Inspection of paddles for sharp edges etc. Sufficient spacing during paddling. Safety briefing on games before they are played.	Low
3	Infection	Instructors & Group	Medium	Cover all cuts/new piercings etc. Ensure/encourage minimum time is spent in the water. Advise all students to shower after finishing water activities. Guidance notice on boat house regarding Weil's disease.	Low
4	Moving boats	Instructors & Group	Medium	Show the correct procedure for emptying and carrying boats. At least two people to carry each kayak.	Low
5	Trapped in boat	Instructors & Group	High	Brief group on techniques for getting out of boat. Instructors to ensure that they are sufficiently close to perform a rescue if needed.	Low
6	Bank side obstacles (branches, jetties etc)	Instructors & Group	Medium	Brief group to stay away from obstacles. Instructor to position themselves between obstacles and group where possible / necessary. Maintain bank and manage vegetation growth.	Low

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7	Difference in water depths	Instructors & Group	Low	Instructor to have a basic knowledge of lake depths. Use appropriate part of lake for different skills and games. Brief group on water depths and what to do if they fall in.	Low
8	Jetties	Instructors & Group	Medium	Make group aware of the potential of falling off the jetty when removing kayaks from the water. Warn of gap between the bank and the jetty. Warn of moving Jetty. Brief group on conduct whilst on the jetty. When getting in/out of a kayak make sure someone is stabilising it. Do not allow participants to swim under the jetty.	Low
9	Injury when launching kayaks	Group	Medium	Make sure the instructor pushes the boat in slowly. Make sure the second instructor is on the water before kids.	Low
10	Strain injury from emptying boats.	Instructor & group	medium	Advise group to bend knees and keep a straight back. Instructors to follow correct manual handling procedure Be vigilant of boats falling onto group members	low
11	Hypo/hyperthermia and exposure	Instructors & group	Medium	Instructors should ensure that the group is appropriately clothed for the weather. (e.g. Waterproofs, hat, gloves, warm clothes, sun-lotion etc.) Instructors should ensure that group is appropriately hydrated and monitor the state of all individuals within the group. Instructors should be prepared to stop or have a break during the session. Group needs safety bag readily available. Instructor to ensure this.	Low
12	Struck by boat	Instructors & group	Medium	Good group supervision. Instructor to take care when playing games and when launching boats from the jetty.	Low
13	Sinking into deep mud around the lake.	Group	Medium	Instructor to have knowledge of these areas and to keep group away from them.	Low