

RISK ASSESSMENT – Novice helm

Club: Cambridgeshire Royals Dragon Boat Club, hereon referred to as C.R.	Location: St Neots Marina & Coneygeare Moorings. The stretch of river referred to is from Eaton Socon Lock northward to 100m south of the Little Paxton bridge.
Completed by: Brian Samuel (Manager/Coach), Justin Evans (Coach), Matt Gallon (Coach)	Date completed: April 2018 Date of Review: April 2019
Subject of assessment: Helming of a dragon boat by a novice helm at C.R. and on the River Great Ouse. This is an addendum to the guidelines set down in the British Dragon Boat Racing Association (BDA) Water Safety Policy 2006.	
Means of Risk management – use of RARA model – Reduce, Avoid, Address and/or Remove the risk identified.	

S – Severity (1 = minor damage/injury to single person; 5 = injury to many, death)

L – Likelihood (1 = extremely unlikely; 5 = very likely)

R – Risk

S x L = R

Risk Rating: 1-4 = Trivial 5-9 = Tolerable 10-16 = Moderate 17-25 = Unacceptable

HAZARD	CONSEQUENCE	S	L	R	CONTROLS	S	L	R	WHO RESPONSIBLE
		Before controls				After controls			
Slips, trips and falls around the dock, boat especially during wet or cold conditions	Injury or equipment damage	4	3	12	All equipment to be kept clear and ropes correctly stowed. Briefing of participants.	4	1	4	All participants
Risk of capsize/swamping – especially to vulnerable persons i.e. weak/non swimmers and under 18s.	Injury or equipment damage Immersion Hypothermia Drowning Cold water shock Secondary drowning	4	3	12	Account for WW4 (Wind, weather, waves and water). Buoyancy aids mandatory. Safety Briefing Rescue boat (if available) First Aid box & mobile phone in boat BAs for weak/non swimmers and U18s	4	1	4	All participants

Inexperienced or novice helmets	Injury or equipment damage	4	4	16	As above, and No participant to be intoxicated through drink or drugs (recreational or prescription/over the counter) Supervision by CL2 (preferably also an Advanced Helm) Supervising person aware of responsibilities. Helmets to wear BAs irrespective of skill level.	4	2	8	All helmets, and coaches
Moving boat into mooring point or slipway.	Injury or equipment damage	3	2	6	Local risk assessment Follow instructions of coach Always to be docked facing upstream and draw stroked into bank. Paddles and limbs away from between boat and edges of river/other craft.	3	1	3	All participants
Inexperience of correct procedures in an emergency	Injury or equipment damage Immersion Hypothermia Drowning Cold water shock Secondary drowning	4	3	12	BDA Water Safety Policy Annex A of BDA WSP Safety briefing First aid kit in boat Annual capsized drill incl. swamping.	4	1	4	All participants
Adverse or cold weather conditions arising once the activity has started.	Body Heat loss Hypothermia Drowning Hypothermia Cold water shock Secondary drowning	4	3	12	<i>As for above, plus</i> Correct clothing advice. Indoor changing and shower facilities. Extra equipment in boats. BA's mandatory below 10c. Air temp below 1c = no deployment Reduced training session duration Appropriate skilled helm for conditions.	4	2	8	All BDA coaches
Adverse or hot weather	Body over heating	3	2	6	<i>As for 1 above, plus</i>	3	1	3	All BDA coaches

conditions arising once the activity has started.	Hyperthermia Drowning Cold water shock Secondary drowning				Correct clothing and refreshment advice Shower facilities Extra equipment in boats Air temp above 35c = consider proportionality of deployment to risk Thunderstorms – return when safe to Marina/get off water as soon as practicable.				
Adverse river conditions i.e. flow conditions, debris and flooding	Injury or equipment damage	4	4	16	BDA WSP Local risk assessment and club risk assessment Safety briefing W4 (wind, weather, waves water conditions) Environment Agency Strong Stream warning system Restrictions to training locations (avoidance or weirs, locks and tributaries) EA Strong stream warning and/or moderate to heavy debris = no deployment EA Caution warning and/or moderate debris = restriction to training locations as previous point. Advanced helms only to helm boat.	4	2	8	All BDA coaches
Low light/fog	Injury or equipment damage	4	2	8	Safety brief BDA WSP Local risk assessment No deployment if visibility less than 60m Night paddling is prohibited as the likelihood of serious injury or death cannot be suitably managed.	4	1	4	All BDA coaches
Waterborne Disease Related illnesses.	Leptospirosis Gastric illness Tetanus, polio.	2	2	4	Safety Notices, Crew Briefings, Health & Safety Advice given.	2	1	2	All participants
Medical episodes during training	Injury or equipment damage	5	2	10	Crew briefing First aid trained coaches	5	1	5	All BDA Coaches & participants

					First aid box in boat Medical declarations prior & post training.				
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