



Crouch Kayak Club Risk Assessment – Pool sessions.

What are the hazards?	Who might be harmed?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Review/ comment/ date
Transport and parking	Paddlers, leaders, coaches and/or public	Ensuring the club's equipment is in roadworthy condition. Servicing trailers regularly. Ensuring paddlers are aware how to securely load equipment to vehicles. Advising not to park in dangerous places that might put other road users at risk.	Continuous dynamic risk assessment.	Visual check of tyres and lights on trailer. Trailer to be serviced annually, and before long trips Drivers are responsible for checking loads on trailers and roof racks.	Before each trip Annually on or before anniversary of previous	26/05/2026

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Slips, trips and falls	Paddlers, leaders, coaches and/or public	Identifying trip hazards. Making all paddlers aware of potential hazards. Advising paddlers not to leave boats lying around where people could trip. Leaders/coaches monitoring locations.	Remove trip hazards where possible.	Identified paddle leader	Prior to each paddle	26/05/2026

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Sprains, strains and injuries.	Paddlers, leaders and coaches	Ensuring paddlers are aware of correct manual handling techniques. Investing in trolleys to assist with moving the boats. Showing paddlers the correct posture and technique for paddling.	Ongoing training in paddling techniques. Ongoing advice on manual handling techniques. Extra trolleys ordered.	Paddle leaders, coaches and aspiring leaders/instructors/coaches Equipment officer	Before, during and after paddle	26/05/2026
Overexertion, dehydration, and fatigue management		Importance of water for rehydration is included in briefing	Ensure spare water bottles are available in boat store		After each paddle	30/6/26
Build up of equipment when loading and unloading from cars and trailers	Paddlers and coaches	Cars to be parked as close to pool session entrance/exit and in well-lit areas. Equipment to be placed poolside away from public walkways.	Continuous dynamic risk assessment	Coach	End of each pool session	6/10/26

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Injury and drowning	Paddlers and coaches	Paddlers should wear buoyancy aids in the pool and beginners should only practise whilst being supervised. Coaches should be first aid trained. Centre lifeguards will take charge whilst on duty. Paddlers should wear a helmet	Continuous dynamic risk assessment	Coach	At the end of each pool session	6/10/2026

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Collision with other boats and water users	Paddlers, leaders, coaches and/or public	Instructing paddlers to be aware of other vessels on the water, including stationary boats. Paddlers advised to take appropriate/avoiding action.	Power should give way but paddlers can move in to shallower water to avoid larger craft. Continuous dynamic risk assessment.	Paddle leader Experienced paddlers in the group	Advise in briefing At appropriate times in the paddle	26/05/2026
Fire/ building structural failure/power cuts	All participants	Pool staff will take charge and guide participants to safe exits	Follow centre staff instructions to evacuate.	Centre staff	As need arises	6/10/2026



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Emergency assistance	Paddlers, leaders and coaches	All participants to carry medical information card. Lead coach to carry contact details of coastguard and emergency services on all paddles. Know the correct procedure for emergencies. Correctly qualified coaches/leaders in attendance.	Keep paddlers emergency contact details/health conditions to hand on trips via Membership mojo access. Medical conditions asked for in briefing	Coaches	Each pool session	26/05/2026

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Faulty equipment	Any paddler	Equipment officers supervise cleaning and checking equipment at the beginning of the season Reporting system for faults in book by kayak number	Laminated 'DO NOT USE' labels to clip onto equipment needing	Equipment officer		
Reviewed by:	Roger Smith (Safety Officer)		 Signed:			Date: 26/05/2026