



Open Day Risk Assessment

Activity	Open day	Reviewed by	Kevin Anderson
Date		Date	Mar 23

Hazard	Who might be affected?	Risk controls	Any further action needed	Who by?	Date to complete	Done
Roads and Traffic	All	Caution when moving on road ways. As far as possible keep paddlers and equipment on the grass areas.				
Moving boats manual handling	All	Training on boat handling. Request assistance if needed. Boat positioning to be supervised by club members				
Slips trips and falls	All	Appropriate footwear Warn people of uneven surfaces and steps.				
Lake entry points	Paddlers	Warn of possibility of slippery surfaces and the need for caution. Clean ramp to be a slip free as possible.				



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Waterborne diseases Algae etc	Paddlers	Encourage washing after contact with water. Follow advice from Lake owners on suitability of lake water for paddling				
Underwater hazards Entanglement	Paddlers	Avoid capsizes, particularly intentional ones, near submerged trees and weed. Avoid marked danger areas of the lake				
Drowning /Entrapment	Paddlers	Coach/experienced paddler to be with each group.				
Hypothermia	Paddlers	Appropriate clothing may not be being worn. Monitor participants for signs, remove from water if needed				
Clothing and personal safety equipment	Paddlers	PFD to be worn at all time on the water Wearing helmets by all.				
Tracking participants	Visitors	Register before paddling Bank team to control visitors entry on to water.				
Group supervision	Visitors	Each visitor group to have a coach/experienced paddler to supervise.				



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Paddling area	Visitors	Visitor groups kept within a defined area where there is safety cover.(the paddling area) Unless a coach/experience paddler takes a group further, in which case there must still be adequate safety coverage in the paddling area. And bank team informed.				
Adverse weather or need to clear water	Paddlers all	There should be a recall signal to clear the lake in the event of adverse weather or another event that reduces the safety cover.				

Equipment to be available.

First aid kit

Tow lines/slings