

# Canoe Adventures Risk Assessment

List of hazards (Does not include trivial everyday hazards)	Control measures in place to reduce risk	Arrangements to ensure control measures are effectively implemented
Swamping	Buoyancy aids (BAs) worn. Avoid swamping hazard. Bailing buckets to hand.	Equipment check. Daily forecasts known. Lookout underway.
Collision	Follow RULES FOR PREVENTION OF COLLISION AT SEA	Lookout underway. Take suitable action in good time.
Capsize	Capsize recovery training for steersmen. BAs worn. Guest-crew briefing and training exercise on capsize control/action prior to cast-off. VHF carried.	Equipment check. Non-swimmers identified. Guest-crew briefing and training before cast-off. Reminders appropriately.
Medical	Steersmen current First-Aiders and carry first-aid kits. Guest-crew medical info required before boarding; skippers assume all others presenting themselves to paddle are medically fit do so. VHF to hand.	Equipment check. First-Aid certificates update logged. First-aid kit resupply routine.
Severe Weather	Postpone departure. Land early. Take shelter. Walk out. Call vehicle support.	Monitor forecast daily. At all tides known landings are available.
Hours of Darkness (increased risk of collision)	360° steady white LED at flag-head and under bow. Beam torch to hand.	Equipment check.
Special Needs	Appropriate ratio of able to special needs guest-crew determined beforehand.	Apply as required.
Under 18s 1. To ensure weight and strength of crew and 2. To ensure safeguarding policy	Appropriate ratio of adults to youngsters agreed in advance of outing; standard practice being at least one adult known to youngsters per boat.	Apply as required.
Tidal riverbank landings with rocks, mud, seaweed, driftwood, running moorings etc.	Inform and warn guest crew of normal natural slip trip hazards and need for extra personal duty of care.	Repeat warning as appropriate. Assist guests in and out of boat and across shore if necessary.
Oyster shells cutting feet	Footwear to be worn on low tide landings where risk is known, especially swimming or paddling.	Skippers informed of landings with risk. Skippers to observe when landing and report new instances to Company Directors.
Fire & Kelly Kettle, scolds and burns	Fire lighting activity to be led or delegated by Lead Skipper. Only Skippers with previous experience to use Kelly Kettles	Fire lighting activity part of new Skipper induction. Parents/teachers involved in observing their youngsters.

Hal Gillmore & Hugh Clifford  
Directors, Canoe Adventures, April 2021

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## COVID-19 SPECIFIC POLICY AND RISK ASSESSMENT

Our activities count as 'formally organised outdoor sports' and therefore are permitted under the Government Road map.

We are very much an outdoor activity where the risk of spread is low.

We recognise that it is not possible to maintain 1-2m distance at all times on our activities and will therefore manage our operations according to the time line and specific risk assessment below.

Government Guidance		Our Actions
<b>Step 1</b>	<b>29<sup>th</sup> March</b>	
	<p>'The evidence shows that it is safer for people to meet outdoors rather than indoors.'</p> <p>'Outdoor gatherings (including in private gardens) of either 6 people (the Rule of 6) or 2 households will also be allowed.'</p> <p>People will be able to take part in formally organised outdoor sports.</p>	<p>Customers will be advised to adhere to the outdoor gathering guidelines when not in the canoes.</p> <p>We open to local, private group bookings only in April, unless school groups.</p>
<b>Step 2</b>	<b>Not before 12 April</b>	
	<p>'Self-contained accommodation such as campsites and holiday lets, where indoor facilities are not shared with other households, can also reopen.'</p> <p>'Hospitality venues will be allowed to serve people outdoors at Step 2 and there will be no need for customers to order a substantial meal with alcoholic drinks and no curfew, although customers must order, eat and drink while seated ('table service'). Wider social contact rules will apply in all these settings to prevent indoor mixing between different households.'</p>	<p>We offer private, pub-to-pub trips again (all pubs and cafes we go to offer outdoor seating)</p> <p>We open to tourists, but still only as private group bookings.</p>
<b>Step 3</b>	<b>Not before 17 May</b>	
	<p>'The government will look to continue easing limits on seeing friends and family wherever possible, allowing people to decide on the appropriate level of risk for their circumstances.'</p> <p>'This means that most legal restrictions on meeting others outdoors will be lifted - although gatherings of over 30 people will remain illegal.'</p> <p>'Indoors, the Rule of 6 or 2 households will apply - we will keep under review whether it is safe to increase this.'</p> <p>'As soon as possible and by no later than Step 3, we will also update the advice on social distancing between friends</p>	<p>We offer 'by-the-seat' trips and advise customers we cannot guarantee social distance of 1-2m at all times, so they can decide whether to participate.</p> <p>Pub-to-pub trips can include indoor table bookings but only for rule of 6 or 2 households.</p> <p>Private group bookings are limited to 30 people, unless</p>

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	and family, including hugging. But until this point, people should continue to keep their distance from anyone not in their household or support bubble.'	school groups.
Step 4	<b>Not before 21 June</b>	
	<p>The government hopes to be in a position to remove all legal limits on social contact.</p> <p>Before Step 4 begins, the government will complete a review of social distancing and other long-term measures that have been put in place to cut transmission. This will inform decisions on the timing and circumstances under which the rules on 1 metre plus, the wearing of face coverings and other measures may be lifted.</p>	<p>No restrictions on sizes of groups or types of trips.</p> <p>We will continue to follow good CV-19 practice.</p>

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<b>COVID -19 SPECIFIC</b>	<b>Control measures in place to reduce risk</b>	<b>Arrangements to ensure control measures are effectively implemented</b>
GENERAL PRACTICE TO REDUCE THE RISK OF SPREAD OF CV19.	<p>To conform with Government guidelines and laws to restrict spread of CV19, via SHDC, DHA and British Canoeing.</p> <p>Customers instructed not to show if they have had symptoms within two weeks, or been in contact with anyone who has.</p> <p>Customers instructed to advise us if they show symptoms or test positive to CV-19 within 2 weeks of their trip, and we to advise their fellow crew.</p>	<p>Ensure we adapt activities to conform to any changes in the guidance. Keeping track of government announcements and how they may change their published 'road map'.</p>
Contraction of Covid-19 via contact with persons	<p>Maintain social distance of 2m where possible</p> <p>Seat customers in their own bubbles and family groups, as much as is possible.</p> <p>Encourage customers to help each other as much as they can in and out of the canoe.</p> <p>When required to offer physical help to customers, offer, back or shoulder or paddle, rather than hand, and prevent face to face interaction when very close.</p>	<p>Remind customers of need to maintain social distance when they get out of the canoe and are on the shore.</p> <p>Staff to share their experience and advice to develop established best practice of helping people in and out with minimal physical contact.</p>
Contraction of Covid-19 via contact with objects	<p>Reduce/eliminate need for passing objects between staff and customers.</p> <p>Hand sanitiser available in brew kit box.</p> <p>Customers not to swap paddles or BAs mid-trip.</p> <p>Payment taken in advance.</p> <p>Equipment to be cleaned down after each use.</p>	<p>Staff to keep reminding customers each time in and out of the canoe.</p>
Contraction of Covid-19 while out on water	<p>If rescuing customers who have fallen into the river; staff authorised to determine when safety imperative is to handle the customer, ie</p>	<p>Where possible talk the customer back onto the canoe with friends and family providing assistance.</p>

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	drowning/hypothermia high risk vs low risk of CV19 transmission in open air. And always act with permission of conscious customer/casualty, and with minimum face to face contact.	Pulling customer into the safety boat last resort.
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