

Worcester Canoe Club – Reviewed Sept 2025 – Next Review Sept 2026
General Risk Assessment Sheet: Swimming Pool Sessions

Leading a club session on Home Water		Assessors: D Pedlar	Risk Assessment		
Hazard & Likely Outcome	Persons Affected (member, public, contractor)	Description of Control Measures (note: ERICPD!)	P	S	Risk Rating
Slippery/uneven surface Trips, Slips & falls due to manual handling of kayaks on pool side.	Worcester CC members	- All paddlers to be aware of where people are before moving kayaks around - As far as possible keep back from the pool edge when moving around or handling kayaks Communicate with other people around you Request assistance if required -A first aid kit is to be brought to all pool sessions	3	2	LOW
Back injuries from removing kayaks full of water from pool	Worcester CC members	All of the above, plus: Assess volume of any water in kayak (1L = 1Kg) Turn kayak over so that it is upside-down and empty any excess water before lifting. - Know your limitations and request assistance if required	2	2	LOW
Kayaker unable to quickly exit the kayak Kayaker panics, drowning	Worcester CC members	A coach or competent person should discuss the process with the kayaker to ensure understanding. Demonstrate as necessary - Ensure spraydeck is correctly fitted prior to performing drill (ensure release loop is not snagged). Once capsized, follow the correct exit procedure by pulling on the release loop to release the spraydeck, place hands on each side of the cockpit combing and performing a 'forward role'. Do wet exit capsize drills with standby coach/buddy alongside, so they are available for rescues of necessary.	1	3	LOW

Buddy is unable to right the capsized kayak Kayaker panics, drowning	Worcester CC members	<p>A coach or competent person should discuss the process with the kayaker and the kayaker's buddy to ensure understanding. Demonstrate as necessary Ensure that the kayaker's buddy is capable of righting a capsized kayak. Demonstrate as necessary.</p> <p>The coach or competent person to supervise/advise novices until the drill can be performed safely and confidently If buddy cannot right the kayak, the kayaker should wet exit (as above)</p>	2	3	LOW
General kayaking/rolling Other paddlers struck by kayak or paddle	Worcester CC members	Pool co-ordinator/session supervisors – restrict the number of boats in the pool to 12 maximum. All paddlers to be advised to maintain a safe separation from other pool users.	2	3	LOW
Emergency Evacuation Procedure:	Worcester CC members	<p>- In the event of a serious incident it may be necessary/appropriate to vacate the pool area. - Examples of incidents that might require evacuation of the swimming pool are as follows: • Power failure • Fire • Structural damage • Serious Injury • Water Contamination • Drowning - Raising the Alarm In the event of a serious incident the participant/coach discovering the incident will: 1. If appropriate, dial 999 and/or raise the alarm at the nearest break glass 2.</p>	1	3	LOW
Accidents around or in the pool due to accidents, cramps or other ailments.	Worcester CC members	Ensure a qualified lifeguard is on duty during the session who can oversee the whole session.	2	2	LOW

Notes on Use:

1. Identify all significant or potentially significant hazards associated with an item or activity
2. Apply hierarchy of control ERICPD (Eliminate, Replace, Isolate, Control, PPE, Discipline)
3. Assign probability (P) of harm occurring (1 to 4)
4. Assign likely severity (S) of harm (1 to 4)
5. Identify risk rating from the matrix
6. Identify any **significant** information that needs to be passed on and recorded.

P \ S	S	Negligible	Minor	Major / Severe	Extreme
	1	2	3	4	
1. Improbable				LOW	MEDIUM
2. Remote				LOW	MEDIUM
3. Possible			LOW	MEDIUM	HIGH
4. Probable			MEDIUM	HIGH	HIGH