

Activity Area:	Canadian Canoes - Lake
Minimum Staffing Level	1 per group
Staff/Pupil Ratio	1:12
Staff Qualifications	BCU 2 Star as a minimum
Maximum Number of Participants	12
Role of Accompanying Adult:	Bank supervisor

Risk Matrix Consequences	Likelihood			
	Very Likely	Likely	Unlikely	Highly Unlikely
Fatality	High 15	High 15	High 14	Medium 13
Major Injuries	High 12	High 11	Medium 10	Medium 9
Minor Injuries	High 8	Medium 7	Medium 6	Low 5
Negligible Injuries	Medium 4	Medium 3	Low 2	Low 1

Hazard	Persons at Risk	Prior Risk	Existing Control Measures	New Risk Factor
Swallowing lake Water	Instructors Participants	High 16	Instructor to advise not to ingest water or use water activities if suffering from open wounds. Water samples sett of site to be tested twice yearly, more if needed.	Medium 13
Deep water	Instructors Participants	High 16	All staff & participants always wear buoyancy aids when on the water. Safety brief given at the start of the session. Weak and non-swimmers identified prior to session commencing.	Medium 13
Location of activity	Instructors Participants	Medium 4	First Aid kit available. VHF radio and mobile phone used to maintain contact with reception.	Low 2
Faulty equipment	Instructors Participants	Medium 4	Equipment is checked prior to the start of every session. Equipment fault report system in place. Faulty equipment is taken out of service.	Low 2
Paddles	Instructors Participants Observers	High 8	Safety brief delivered before the session commences. Paddles to be checked for sharp edges, paddles to be removed if too dangerous to be put into use.	Medium 6
Injury to feet	Instructors Participants	High 8	All participants instructed to always wear trainers or suitable footwear. Suitable footwear check takes place prior to accessing lake.	Medium 7
Lifting Canadian Canoe	Instructors Participants	High 8	Staff provided with manual handling training. Safety brief includes correct lifting technique. Nobody is to lift a boat on their own.	Medium 7
Collision with other water users.	Instructors Participants	High 8	Pre-launch briefing. Good group control and supervision. Participants should be advised to keep a safe distance to other users. Instructor to carry whistle to be able to alert people to others presence.	Medium 7
Capsize	Instructors Participants	High 16	Correctly fitted Buoyancy Aids. B/As to meet current approved standards. Leader to find out if any non-swimmers present. Avoidance of boat swamping and deliberate/unexpected capsize.	Medium 13

Weather	Instructors Participants Observers	High 16	Instructor to monitor weather & suspend or cancel session when conditions cause safety to be affected. Instructor to check that all participants have suitable clothing prior to commencing the activity. Instructors must always wear appropriate clothing to run the activity safely. Appropriate clothing, time out of sun, fluid breaks. Water resistant sun cream should be used for sunny days. This should be reapplied after the session ends	Medium 13
Extremities entrapment	Participants Instructors	High 8	Instructor to brief participants on the specific risks of each section of the boats before allowing participant on the lake. Instructor to be vigilant during the session and be in the position of maximum usefulness.	Low 5
Storage cabin	Instructors Participants Observers	High 8	Instructors to make sure two persons lift the boats on and off the racking. Footwear to be worn at all times when in the lake area. Storage cabins to be locked when not in use.	Medium 11
Attack from Swans. In nesting season	Instructors Participants	High 8	Instructors to monitor and avoid going near the swans if aggressive behaviour is displayed. Note nest sites such as inside island. Make participants aware of the risks and always monitor.	Medium 11
Struck by boat	Instructors Participants Observers	High 8	Good group supervision. Instructor to take care when playing and when launching boats from the slip way.	Low 5
Sinking into deep mud around the lake.	Instructors Participants	High 8	Instructor to have knowledge of these areas and to keep group away from them	Low 5
Sharps	Instructors Participants Observers	High 12	Area to be checked before session for any sharps that may be in the area. Training and equipment on hand for staff to remove any sharps in the area.	Medium 9
Flooding	Instructors Participants Observers	High 12	Duty manager to assess the lake after heavy rain. Consideration of group size and ability depending on the level of the water if the session can proceed.	Medium 9

Bathing Water Directive (2006/7/EC) Inland Bathing Waters	
Excellent	EC: ≤500 cfu/100ml ; IE: ≤200 cfu/100ml (95th percentile)
Good	EC: ≤1000 cfu/100ml ; IE: ≤400 cfu/100ml (95th percentile)
Sufficient	EC: ≤900 cfu/100ml ; IE: ≤330 cfu/100ml (90th percentile)