

RISK ASSESSMENT SCHEDULE		HOLOWELL SAILING CLUB	TRAINING CENTRE		
a) item	b) Hazard	c) Current Control Measures	d) Further controls to reduce risk	e) Date to be done	f) Who to do
1	Slipping/tripping on slipways and pontoons	Buoyancy aids are worn. Students advised to take care, and warned of slippery surfaces, especially grassy banks and drops at end of slipways. Netting or other non-slip surface on pontoons.			
2	Cold from immersion or exposure	Briefing on clothing and footwear. Check clothing by Instructors. Wetsuits recommended for colder periods. Junior-size spray tops available for juniors. Space blanket in Safety Boat 1 st aid kit. Capsize recovery not done if water temp. too low and pupils clothing inadequate. Instructors monitor students to make sure they don't get too cold. Warm showers are available . All courses now teach 'Cold water shock'.			
3	Drowning - following capsize or falling overboard	Buoyancy aids are worn. RYA safety boat ratios observed. Club boats and buoyancy aids checked annually. Safety boat attends all capsizes. Warning signs near pontoons. First aid qualified instructors.			
4	Entrapment in capsized craft	Safety boat attends all capsizes. Safety boat drivers are Level 2 qualified. Safety boats equipped with knives. Instructors recommended to carry a knife. Double handed training boats are fitted with mast-head buoyancy. RYA guidance is to right the upturned vessel asap			
5	Safety boats and propellers	Safety boat drivers are level 2 qualified. Kill cords used. Safety boat crew of 2. Equipment list displayed in boat. Engine turned off when near people in the water. In Ribs, the crew sits in the bow or on the sponson holding the A frame. Drivers are trained to accelerate slowly and turn gently. PB2 course includes how to get people into safety boat.			
6	Medical Ailments	Course form includes a medical declaration which is reviewed by course leader prior to start of course. This form to be given back to participants at the end of the course. Instructors are first aid qualified. Telephone available with directions to Club and hospital displayed. Instructors annually complete a medical declaration.			

7	Dispersal of fleet	Operating area defined. RYA safety boat and instructor ratios maintained. Recall signal defined and known to all. Radios on safety boats and on-shore.			
8	Injuries from booms, winches and ropes	Students warned to duck. Students warned about Highfield levers. Boats rigged head to wind. First aid kit available. Head-bump advice form given to anyone suffering a bump on the head (if this is a child, parent is also informed). All students on stage 1 and 2 junior courses should wear helmets.			
9	Strain or injury from lifting heavy objects such as people from the water (into a safety boat) or engines.	Students and instructors warned not to lift boats or engines on their own. Winch provided for transport of engines. Safety boat crew is two people. Rib sponson can be partly deflated if necessary. Jason's cradle on safety boat. Par buckles on all boats.			
10	Infection from blue green algae or Weils disease	All advised to wash and dry hands before eating or drinking. Warning notices posted at high risk times. Anglian Water prohibit access if dangerous. If in doubt, can contact Anglian Water Warden for advice. Warning poster in place.			
11	Fire	Students briefed at start of each course. Fire exits marked. All buildings are no smoking.. Assembly point identified in the car park. No on-boat refuelling takes place.			
12	Chemicals/Petrol	Chemicals stored in locked or secure area. Petrol stored in special bunded fuel store. Tanks filled outside fuel store to avoid build up of vapours. Fire extinguisher on powerboats.			
13	Child abused during course	All instructors advised of precautions. Club Safeguarding policy implemented and DBS obtained for all those helping on courses involving children.			
14	Shock damage to backs on powerboats	Be aware of going too fast over waves.			
15	Jumping off sailing pontoon	This is allowed if conditions permit. However children must swim back to the beach and NOT be pulled or climb back onto the pontoon, as there are sharp edges and items underwater			

Next Review Date	10 March2026	This schedule is to be reviewed annually or after a significant change to the plant, process or activity	Prepared by	Approved	
Issue	N		C de la Fuente	Training Committee	
13. 03 2018	P	No changes	A Linnell	Training Committee	
19.3.19	Q	Points 6 medical forms to be given back to participants at the end of each course and 13, Existing instructors encouraged to take the 'Safe and Fun' on line course.	A Linnell	Training Committee	
10/03/2020	R	Addition of helmets, and jumping off pontoons	C de la Fuente	Training Committee	
10/03/2021	S	Tidy up	C de la Fuente	Training Committee	
16/03/2022	T	5. PB2 course includes how to get people into safety boat.	C de la Fuente	Training Committee	
16/03/2023	U	All Instr woking with children will be DBS checked.	C de la Fuente	Training Committee	
13/03/2024	V	More info on Weils disease and concussions	C de la Fuente	Training Committee	
18/03/2025	W	No changes to previous version	C de la Fuente	Training Committee	