

ACTIVITY - Canoeing

MINIMUM INSTRUCTOR QUALIFICATION -

(Taster Session) HLAC In-House Assessed (Assessed by a Paddle sports Coach/UKCC level 2 with PSRC trainer) with British Canoeing Paddle sports Safety Rescue Course, or Paddle Sports Leader

INSTRUCTOR : PARTICIPANT RATIO - Taster Session 1:12,
Paddle UK Courses - 1:8

REVIEWED BY - Laurence
James DATE - 24/03/2025

Risk	Who Might Be Harmed	Measures to Minimise Risk
Injury from paddles	Participants Volunteers Instructors	<ul style="list-style-type: none"> • Full safety brief given prior to start of activities. • Helmets to be worn by all under 18s. • Over 18's advised to wear a helmet, but it is their own choice not to wear one. • Ensure effective group control and supervision. • Ensure Instructor : participant ratios are maintained.
Capsize and entrapment	Participants	<ul style="list-style-type: none"> • Full safety brief given prior to start of activities, including what to do in the event of a capsize. • Ensure effective group control and supervision. • Ensure Painters are tucked away in bungees. • Ensure Instructor : Student ratios are maintained. • Regular kit checks.
Injury whilst afloat	Participants	<ul style="list-style-type: none"> • Full safety brief given prior to going afloat. • Ensure effective group control and supervision by instructors throughout activities. • Ensure Instructor : Participant ratios are maintained throughout activities. • Helmets to be worn by all participants under 18. • Over 18's advised to wear a helmet, but it is their own choice not to wear one. • Buoyancy aids to be worn by all participants.

Injury whilst on land	Participants Volunteers Instructors	<ul style="list-style-type: none"> • Full safety brief given prior to start of activities. • Instructors trained in the relevant manual handling guidelines. • Instructors to supervise getting out craft and equipment. • Area of operation to be checked for slips and trips hazards prior to start of activities.
Drowning	Participants Volunteers Instructors	<ul style="list-style-type: none"> • Full safety brief given prior to start of activities. • Correct clothing and Buoyancy aids to be worn by all participants on the water. • Radios to be carried by all instructors. • Instructors to be trained in the relevant rescue techniques. • Instructors to hold the relevant first aid qualifications. • Ensure all medical qualifications are understood by instructors. • Continuous and effective supervision by instructors throughout activities. • First aid kit available in the building.
Injury from portage of boats	Participants, instructors, volunteers	<ul style="list-style-type: none"> -Canoes should be lifted using correct manual handling procedures. -Minimum of 2 people to carry a canoe, if you are struggling, you should ask more people for assistance. -You must wear closed-toe shoes when handling this boat. -Canoes should be carried using the handles at the bow and stern, and the yokes in the middle. -If someone needs to put the boat down, they should communicate “stop” and wait until everyone has stopped before lowering the boat in unison.
Injury from rescues	Participants, Instructors	<ul style="list-style-type: none"> -Instructor should be First aid, and FSRT/PSRC trained to ensure rescue is carried out correctly -Participants should be briefed on what to do while being rescued by an instructor -Instructor should follow correct manual handling while lifting the boat for emptying. -Instructor should ensure that the participants hands are on their lap during the emptying process to prevent entrapment. -Instructor and participant should be in constant communication while emptying the boat to prevent injuries. -Instructor should utilise the participants buoyancy aid to assist with getting the participant in their boat to prevent strains.