

**ACTIVITY - Sit On Top Kayaking**

**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

PERFORMED BY - Laurence James

DATE - 24/03/2025

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

Risk	Who Might Be Harmed	Measures to Minimise Risk
Injury sustained whilst carrying, lifting or manoeuvring craft.	Participants Volunteers Staff	<ul style="list-style-type: none"> <li>Full safety brief given prior to activity starting.</li> <li>When carrying the kayaks work in pairs.</li> <li>Instructors close by to assist if necessary.</li> <li>Instructors trained in manual handling.</li> </ul>
Entrapment under capsized craft	Participants Volunteers Staff	<ul style="list-style-type: none"> <li>Full safety brief given and capsize drill demonstrated on land prior to going afloat.</li> <li>Ensure instructors have good group control and effective supervision at all times.</li> <li>Ensure all Instructors are Trained to deal with Entrapment situations.</li> </ul>
Injury afloat	Participant Volunteers Staff	<ul style="list-style-type: none"> <li>Helmets to be worn if under 18's.</li> <li>Over 18's advised to wear a helmet, but it is their own choice not to wear one.</li> <li>Good group control and constant supervision by the instructor.</li> <li>Full safety brief given prior to activity starting including risks involved with the paddles and boat.</li> <li>Safety poster to be read by casual hire users prior to going afloat.</li> <li>Safety boat on the water ready to assist if needed.</li> </ul>
Loss of control in strong winds	Participants Volunteers	<ul style="list-style-type: none"> <li>Safety boat on the water ready to assist.</li> <li>Instructor to use the safest area/sheltered area where possible.</li> </ul>

Drowning	Participants Volunteers Staff	<ul style="list-style-type: none"> <li>· Full safety brief given prior to activity starting.</li> <li>· Correct safety and rescue techniques taught.</li> <li>· Continuous and effective supervision by instructors.</li> <li>· Correct clothing and buoyancy aids worn.</li> <li>· Ensure all medical requirements of students are understood by staff.</li> <li>· Ensure all staff have the correct first aid training.</li> </ul>
Risk	Who Might Be Harmed	Measures to Minimise Risk
Medical conditions	Participants Volunteers Instructors	<ul style="list-style-type: none"> <li>• Ensure all medical requirements are understood by staff</li> <li>• Continuous supervision by Instructors</li> <li>• Ensure all instructors hold a relevant first aid qualification.</li> <li>• At least one instructor per group to carry a working radio at all times, and completed a radio check with the Duty Manager/Senior Instructor</li> </ul>