

## ROWING RISK ASSESSMENT FORM

**BOATHOUSE: 2016-2017 Season**

**Hazard Identification Reference**

|                     |                       |                                 |                  |              |                     |                |                          |               |                       |          |               |            |
|---------------------|-----------------------|---------------------------------|------------------|--------------|---------------------|----------------|--------------------------|---------------|-----------------------|----------|---------------|------------|
| (a) Confined Spaces | (b) Falls from Height | (c) Striking by mobile platform | (d) Trip or Slip | (e) Collapse | (f) Manual Handling | (g) Electrical | (h) Hazardous Substances | (i) Radiation | (j) Noise & Vibration | (k) Fire | (l) Explosion | (m) Others |
|---------------------|-----------------------|---------------------------------|------------------|--------------|---------------------|----------------|--------------------------|---------------|-----------------------|----------|---------------|------------|

**Severity (S)**

**Likelihood (L)**

**Risk Factor (R)**

**S x L= R**

|   |   |                                   |           |
|---|---|-----------------------------------|-----------|
| 1 Negligible - all in a day's work              | 1 Improbable                                  | <4 Risk may need to be controlled | LOW       |
| 2 Minor - minor injury with short term effect   | 2 Remote - unlikely                           | 4-6 Risk must be controlled       | MEDIUM    |
| 3 Severe - major injury/disability (reportable) | 3 Possible - may or could well occur          | 7-9 Hazard must be controlled     | HIGH      |
| 4 Extreme - fatal                               | 4 Probable - expected to occur, several times | >9 Hazard must be avoided         | VERY HIGH |

| Hazard Ref. | Hazard Description  | People at risk | Initial Assessment |   |   | Control Measures   | Residual Risk |   |   | Action/Comments                         |
|-------------|---|----------------|--------------------|---|---|--|---------------|---|---|---|
|             |   |                | S                  | L | R |  | S             | L | R |   |
| M           | Travel to/from boathouse                                  | All            | 4                  | 2 | 8 | School minibus maintained by appointed person. Qualified minibus drivers only. All occupants wear seatbelts.           | 4             | 1 | 4 | Staff vigilance                         |
| C           | Cars/trailers in vicinity of boathouse area and driveway. | All            | 4                  | 1 | 4 | Only authorised vehicles allowed on driveway and in boathouse area. Padlocked gate to restrict access.                 | 4             | 1 | 4 | Staff and pupil vigilance.              |
| M           | Pupil contact with non HSOBC adults.                      | All            | 4                  | 1 | 4 | All HSOBC staff CRB checked. Pupils always with other HSOBC staff and other HSOBC pupils.                              | 4             | 1 | 4 | Staff and pupil vigilance               |
| D           | Slips, trips and falls                                    | All            | 2                  | 2 | 4 | General good housekeeping. All persons warned to exercise care when moving about area especially on pontoons when wet. | 2             | 1 | 2 | Staff and pupil vigilance at all times. |

|   |   |     |   |   |   |  |   |   |   |  |
|---|---|-----|---|---|---|--|---|---|---|--|
| C | Boats/blades being carried/moved                                      | All | 2 | 2 | 4 | Correct handling of boats at all times. Crew/cox/staff vigilance   | 2 | 1 | 2 | Pupil vigilance at all times                               |
| F | Manual handling of boats  | All | 2 | 1 | 2 | Instruction of correct lifting techniques.   | 2 | 1 | 2 | Pupil vigilance at all times                               |
| K | Fire  | All | 4 | 1 | 4 | Fire exits where applicable kept clear of obstructions. Fire appliances maintained.  | 4 | 1 | 4 | Staff vigilance. (Follow St Edwards Fire Risk Assessment). |
| G | Electric shock  | All | 4 | 1 | 4 | Electrical appliances should be PAT tested   | 4 | 1 | 4 | Recommend PAT testing                                      |
| B | Trailer loading   | All | 3 | 1 | 3 | Only HSOBC staff to load and tie down boats on higher trailer racks. Verbal instruction regarding vigilance.   | 3 | 1 | 3 | Staff vigilance  |
| B | Racking boats   | All | 3 | 1 | 3 | Only senior students/staff to handle boats from top racks. All persons instructed on the correct handling/lifting of boats by staff. Ensure steps are stable and appropriately positioned. | 3 | 1 | 3 | Staff/pupil vigilance                                      |
| H | Paints and cleaning fluids (Spillage, leaks, contact and inhalation). | All | 3 | 1 | 3 | All paints and cleaning items stored in padlocked cupboards. Access to staff only. Staff and pupils need to be aware that it can be dangerous.   | 3 | 1 | 3 | Boatman and Staff Vigilance                                |
| L | Explosion   | All | 4 | 1 | 4 | All launch fuel (petrol mix) stored in approved locked "site safe" fuel dump. Access to coaching staff only.   | 4 | 1 | 4 | Staff vigilance.   |
| F | Sunstroke   | All | 3 | 1 | 3 | All persons advised to wear eye protection, appropriate clothing.  | 3 | 1 | 3 | Staff/pupil vigilance                                      |

|   |                 |     |   |   |   |   |   |   |   |   |
|---|-----------------|-----|---|---|---|---|---|---|---|---|
| M | Dehydration     | All | 2 | 1 | 2 | Students to have drinks bottles with them. Ample drinking water available on site   | 2 | 1 | 2 | Staff/pupil vigilance   |
| M | Hypothermia     | All | 3 | 1 | 3 | Kettle/Hot water urn for warm drinks available. Emergency blankets and shower available. All students to instructed to bring changes of warm clothing. All students instructed to bring appropriate food. | 3 | 1 | 3 | Staff/pupil vigilance. Heaters to be provided for "Scout Hut". Planned development at boathouse to include dry area and emergency shower facilities |
| M | Minor accidents | All | 2 | 1 | 2 | All staff First Aid qualified. All staff carry 1 <sup>st</sup> aid packs  | 2 | 1 | 2 |   |
| M | Major accidents | All | 3 | 1 | 3 | All staff First Aid qualified. All staff carry 1 <sup>st</sup> aid packs. Phone point located on side of boathouse for emergency service call.  | 3 | 1 | 3 |   |

Completed by .....Chris Hermes.....Date ...09/09/16.....