

# Risk Assessment Record



**A** Likelihood: 1 – Unlikely 2 – Likely 3 – Certain

**C** Risk Rating = **A** Likelihood x **B** Severity

**B** Severity: 1 – Minor 2 – Moderate 3 – Major

1 – 2 Low Risk ■ 3 – 4 Medium Risk ■ 6 – 9 High Risk ■

Task/Activity: Scottish K1 Championships		Location: Loch Ken			Date: 28.09.24		Name of Assessor: Rob Pretorius				
Person(s) at risk	Hazard(s)	What are you already doing?	Risk Rating			Do I need to do more to manage the risk – Yes/No?	Action by whom and when	Completed? Sign & Date	Risk Rating		
			A	B	C				A	B	C
Volunteers Paddlers Spectators	Contact with moving vehicles - vehicles turning off main road (A713) moving across the field	<ul style="list-style-type: none"> <li>▪ Volunteers to wear Hi-Vis vests (EN ISO 20471).</li> <li>▪ Signage to be displayed on A713, to inform drivers of the entrance to the event.</li> <li>▪ Defined parking area will be identified.</li> <li>▪ 10 mph speed limit will be implemented in field.</li> <li>▪ Paddlers &amp; spectators are reminded of traffic &amp; access</li> <li>▪ Route to event and access to field will be included in the competitors briefing notes.</li> <li>▪ Pedestrian areas to be barriered off from car park area.</li> </ul>	1	3	3	No					
Paddlers Safety boat Crew Safety Paddlers	Drowning	<ul style="list-style-type: none"> <li>▪ The wearing of a personal floatation devices (PFD), is mandatory.                             <ul style="list-style-type: none"> <li>○ Buoyancy aids - ISO 12402-5 (EN 393) minimum.</li> <li>○ Lifejackets - ISO 12402-4 (EN 395)</li> </ul> </li> <li>▪ All participants are to provide their own PFD,</li> <li>▪ All buoyancy aids must be in good condition.</li> <li>▪ All lifejackets used must have been serviced within the past 12 months.</li> <li>▪ Paddlers will be reminded of their responsibility to help paddlers in difficulty.</li> <li>▪ Organised safety cover will be provided in the form of 2 safety rib and safety kayaks.</li> </ul>	1	3	3	No					
Volunteers Paddlers Spectators	Fire	<ul style="list-style-type: none"> <li>▪ Generator will be kept a safe distance from</li> <li>▪ Flammable materials will be kept away from sources of heat.</li> <li>▪ No open fire are allowed.</li> <li>▪ No smoking on the event site.</li> </ul>	1	3	3	No					

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Volunteers Paddlers Spectators	Contact with electricity	<ul style="list-style-type: none"> <li>Electrical cables will be safely routed and kept protected from water e.g. rain.</li> <li>Plug in RCD's will be used.</li> <li>Users carry out visual checks on plugs and cables before use</li> <li>Faulty equipment must be taken of service until repaired or replaced.</li> <li>Portable electrical equipment subject to annual PAT test.</li> </ul>	1	3	3	No					
Volunteers Paddlers Spectators	Trips, slips & falls - Walking on field Carrying craft to and from the loch/portages	<ul style="list-style-type: none"> <li>People to be aware of the ground conditions on the day of the event.</li> <li>People to wear suitable footwear for the terrain.</li> <li>Competitors to keep all equipment stored and not create a tripping hazards.</li> </ul>	1	2	2	No					
Volunteers Paddlers Spectators	Musculoskeletal injury due to lifting and carrying	<ul style="list-style-type: none"> <li>Volunteers will be briefed on manual handling techniques.</li> <li>Competitors to exercise good manual handling techniques when loading/unloading kayaks from vehicle.</li> <li>Reminder for competitors to employ good manual handling techniques will be included in the competitors briefing notes</li> </ul>	1	2	2	No					
Paddlers	Hypothermia	<ul style="list-style-type: none"> <li>Paddlers are to dress appropriately for the event, taking into account the weather conditions.</li> </ul>	1	2	2	No					
Paddlers	Paddler contact with propeller on safety boat	<ul style="list-style-type: none"> <li>Outboard engines on safety boat(s) must have propeller guards fitted.</li> <li>Coxswain of safety boat must hold RYA Safety boat qualification.</li> <li>Engine on safety boat to be switched off when approaching a paddler in the water.</li> </ul>	1	2	2	No					
Paddlers	Contact with other water users	<ul style="list-style-type: none"> <li>Inform paddlers about the other users on the loch (boats, fishermen and paddlers), and the rules of navigation &amp; the Loch User Code of Practice in the briefing document.</li> </ul>	1	2	2	No					
Paddlers	Paddlers clashing – cuts bruises	<ul style="list-style-type: none"> <li>Kayaking is a non-contact sport; all competitors shall race in a safe and fair manner</li> </ul>	1	2	2	No					

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Paddler	Kayaks sinking	<ul style="list-style-type: none"> <li>▪ Kayak must carry sufficient buoyancy, either in the construction of the boat or fixed subsequently, to keep the boat floating level when filled with water.’</li> <li>▪ Spot checks of Kayaks will be performed before the race.</li> <li>▪ Kayaks without sufficient buoyancy will not be allowed to compete.</li> </ul>	1	2	2	No					
Volunteers Paddlers	Leptospirosis - open wounds leading to infections	<ul style="list-style-type: none"> <li>▪ All paddlers will be reminded to cover all open wounds/cuts/scratches before getting onto the water.</li> </ul>	1	2	2	No					
Volunteers Paddlers Spectators	Weather	<ul style="list-style-type: none"> <li>▪ Competitors will be reminded to use skin protection on sunny days.</li> <li>▪ Event will be cancelled if the weather is too inclement.</li> </ul>	1	2	2	No					
Volunteers Paddlers Spectators	Food poisoning	<ul style="list-style-type: none"> <li>▪ Food vendor will hold food hygiene certificate</li> </ul>	1	2	2	No					
Volunteers Paddlers Spectators	Sustaining an injury or becoming unwell	<ul style="list-style-type: none"> <li>▪ Volunteers on site are first aid trained with an in date first aid qualification.</li> <li>▪ First aid station will be in place at the event.</li> <li>▪ First aid kits will be carried in safety boats.</li> <li>▪ First aid kits are checked on a regular basis to ensure they are fit for purpose.</li> <li>▪ People at event will be briefed on the first aid arrangements.</li> <li>▪ All accidents and incidents will be recorded if anyone is injured or becomes ill at work.</li> </ul>	1	2	2	No					
Paddlers	Accounting for all paddlers	<ul style="list-style-type: none"> <li>▪ Time-keepers and turn marshals (where used) will be advised of number of paddlers starting. Tallies to be taken at each lap.</li> <li>▪ Any paddler that has to withdraw from the race must inform time-keepers. Paddlers to be advised at briefing and in race notes</li> </ul>	1	3	3						
Broader Environment	Transfer of non-native species	<ul style="list-style-type: none"> <li>▪ Eggs/Larvie carried on/in boats being introduced to Loch Ken and from the loch to other water after event</li> <li>▪ Remind all paddlers in briefing document that all equipment should be cleaned prior to coming to event and again after the event.</li> </ul>	2	2	4						

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Paddlers and Helpers	Blue green algae - Ingested water or open wounds leading to upset stomach or infections	<ul style="list-style-type: none"> <li>Organiser to review conditions</li> <li>Advise everyone if there is an issue</li> <li>If severe then amend courses to eliminate portages</li> <li>If exceptional, consider cancelling event</li> </ul>									