

## RISK ASSESSMENT

Activity NISCO 2018 National Championships Risk Assessor Alex Tobutt Date Assessed 15<sup>th</sup> February 2018  
 Location Swanage Beach front and esplanade outside the Mowlem Theatre

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Accident with pedestrians and traffic whilst dropping off equipment in drop off zone.	Staff Competitors	<b>2 Unlikely</b>	<b>8 Single death</b>	<b>16 High</b>	<ul style="list-style-type: none"> <li>Staff and competitors warned by car parking marshall to be aware of moving vehicles when dropping off and to use the pavement where possible</li> <li>Only staff and competitors cars allowed in drop off turning circle to minimise exposure.</li> <li>A watch kept for moving vehicles by Marshall.</li> <li>Drop off only allowed between 7.30am and 9.00am so it is complete before the roads get busy with those visiting the town and shops for the weekend.</li> <li>Marshall to guide competitors to town car parks promptly to avoid build up of traffic in drop of area. No vehicles to remain in drop off zone for more than 5 minutes.</li> </ul>	<b>8 Medium</b>	Marshall to wear a hi vis vest.
Pedestrian versus vehicle incident.	Staff Competitors Spectators	<b>2 Unlikely</b>	<b>8 Single death</b>	<b>16 High</b>	<ul style="list-style-type: none"> <li>Shore road to be pedestrianized for duration of event giving traffic free passage to toilets.</li> <li>Event village to all be set up on the seaward side of Shore road to avoid repeated need to cross roads.</li> </ul>	<b>8 Medium</b>	Marshall to wear a hi vis vest.
Accident between public using footpath and competitors/event staff.	Spectators Public Staff Competitors	<b>4 May Happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>Competitors told to keep all equipment clear of the footpath and to avoid congregating on the esplanade.</li> <li>Event site and board storage to be separated from main esplanade with cones/crowd barriers.</li> </ul>	<b>8 Low</b>	None

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Slips, Trips and falls	Staff Competitors Spectators	<b>4 May happen</b>	<b>6 Major injury</b>	<b>24 Medium</b>	<ul style="list-style-type: none"> <li>• Competitors/Staff to be asked to keep all boards/paddles clear of footpaths and walkways and to ensure they are stored only within the designated event area between races.</li> <li>• Cabling for Tanoy system to be covered/ taped.</li> <li>• Debris to be removed from designated event area prior to event opening.</li> </ul>	<b>12 Low</b>	None
Lifting heavy objects	Staff	<b>4 May Happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>• Staff asked to lift properly with bent legs and straight back.</li> <li>• Staff told to not lift heavy objects alone but to lift in pairs or groups as needed.</li> </ul>	<b>8 Low</b>	
Wet weather	Staff Competitors	<b>4 May happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>• Staff/Competitors warned to take care walking around site to avoid slipping.</li> </ul>	<b>8 Low</b>	None
Slipway/Water access	Staff Competitors	<b>4 May happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>• Competitors briefed to only use water access from with the designated event area via sandy beach or slipway next to the Theatre.</li> </ul>	<b>8 Low</b>	None
Shallow water	Competitors Staff	<b>4 May happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>• Competitors/Staff to be shown where shallow areas are in race briefing.</li> <li>• Competitors advised to not jump feet first off boards and to fall flat</li> <li>• Race course to avoid shallow areas of less than knee depth where boards might ground.</li> </ul>	<b>8 Low</b>	None

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Entanglement with moored boats and mooring/buoys.	Competitors Staff	<b>4 May happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>• Race course to be kept inshore of major areas of moored boats.</li> <li>• On water safety to be positioned near high risk areas.</li> <li>• Competitors warned of dangers and told to avoid passing too close to buoys or moored boats.</li> <li>• Competitors shown universal distress signal should they get into difficulty.</li> </ul>	<b>8 Medium</b>	None
Collision/entrapment with beach groynes.	Competitors Staff	<b>2 Unlikely</b>	<b>6 Major injury, disabling injury major damage</b>	<b>12 Low</b>	<ul style="list-style-type: none"> <li>• Race course set to never pass inshore of the outer end of groynes. Paddlers told to always keep 10m clear of Groynes.</li> </ul>	<b>6 Low</b>	
Tidal Flow	Competitors Staff	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>• Race course to be set away from areas of extreme tidal flow.</li> <li>• Safety motorboats to control offshore perimeter of race area to catch any paddlers swept offcourse.</li> <li>• Struggling paddlers to be towed back to shore where necessary.</li> <li>• Competitors shown universal distress signal should they get into difficulty.</li> <li>• All safety boat drivers must be RYA safety boat qualified.</li> <li>• All on water paddleboard/kayak safety crew must be BSUPA/BCU or ASI qualified instructors.</li> </ul>	<b>8 Medium</b>	None

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Offshore Winds/Strong Winds	Competitors Staff	<b>4 May Happen</b>	<b>10 Multiple Death</b>	<b>40 High</b>	<ul style="list-style-type: none"> <li>• Race course to be selected to allow most shelter from the wind and to bring competitors closest to shore. All racing to be kept within 500m of the beach/safe landing area. This distance to be reduced to 200m in offshore winds averaging in excess of 15knots</li> <li>• Safety motorboats to control offshore perimeter of race area to catch any paddlers swept offcourse.</li> <li>• Competitors briefed on self rescue technique should they struggle to hold course against wind. Drop to knees or event prone postion if needed.</li> <li>• Competitors shown universal distress signal should they get into diffulculty.</li> <li>• Struggling paddlers to be towed back to shore where necessary.</li> <li>• Should average windspeed be over 20knots at race start time of long distance race then course will be reduced and pulled in to shelter where the course can be seen in it's entirety from race control.</li> <li>• All safety boat drivers must be RYA safety boat qualified.</li> <li>• All on water paddleboard/kayak safety crew must be BSUPA/BCU or ASI qualified instructors.</li> <li>• Should the conditions squall dangerously or the fleet become starburst the race director is to be contacted and the Emergency Action Plan put in to action. Lead rib to cross fleet showing back to shore flag. All safety crew to gather paddlers together and to</li> </ul>	<b>10 Medium</b>	None

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Fog/Poor Visibility	Staff Competitors	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>All safety crew to have access to VHF radio and event control.</li> <li>Racing to be postponed to wait for improved visibility if outer perimeter of race course can not be seen clearly from race control.</li> <li>Course reduced until course area can be viewed and controlled in good visibility.</li> <li>Where visibility closes in during race and becomes impossible to manage, race director to order Emergency action plan. Lead rib to cross fleet showing back to shore flag. All safety crew to gather paddlers together and to land on nearest shore and report to base. Tally system to be used to account for all paddlers and staff. Where a paddler can not be accounted for, RNLI and Coast Guard to be alerted.</li> </ul>		
Lightning	Staff Competitors	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>36 High</b>	<ul style="list-style-type: none"> <li>Racing to be postponed and held ashore until Lightning passes. At least 15 minutes since last strike.</li> <li>Where lightning strikes during a race, race director to order Emergency action plan. Lead rib to cross fleet showing back to shore flag. All safety crew to gather paddlers together and to land on nearest shore and report to base. Tally system to be used to account for all paddlers and staff. Where a paddler can not be accounted for, RNLI and Coast Guard to be alerted.</li> </ul>	<b>8 Medium</b>	

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Water/Drowning	Staff Competitors	<b>4 May Happen</b>	<b>10 Multiple Death</b>	<b>40 High</b>	<ul style="list-style-type: none"> <li>All staff to wear buoyancy aids when on the water.</li> <li>All staff and competitors to wear board leashes when on the water.</li> <li>Nervous competitors given the option to wear buoyancy aids.</li> <li>On Water Safety Crew/competitor ratio of 1:20.</li> <li>All safety boat drivers must be RYA safety boat qualified.</li> <li>All on water paddleboard/kayak safety crew must be BSUPA/BCU or ASI qualified instructors.</li> <li>All safety crew must hold first aid qualification.</li> </ul>	<b>10 Medium</b>	Buoyancy Aids for Staff.
Exposure to low air/ water temperatures	Competitors Staff	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>All safety staff to be first aid qualified.</li> <li>Competitors told of potential risk and advised to dress appropriately.</li> <li>All racing to be within easy access to return to the shore.</li> <li>Warm area inside to be made available for competitors during the day.</li> <li>Safety boats to be available to return to shore with any competitors struggling for warmth.</li> </ul>	<b>8 Medium</b>	Staff to wear appropriate clothing for on water activities.

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Exposure to high air temperature/strong sun/lack of shade.	Staff Competitors	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>Indoor area provided for competitors to find shade.</li> <li>Sun shade tent to be erected outside.</li> <li>Access to drinking water provided.</li> <li>Sun cream/Sun hats recommended at briefing if fair weather expected.</li> <li>Drinking water to be placed in each safety boat.</li> <li>Safety boats to be available to return to shore with any competitors struggling with sunstroke or heat exhaustion.</li> <li>All safety staff to be first aid qualified.</li> </ul>	<b>8 Medium</b>	None
Other Water Users	Competitors Staff	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>Course to be set to avoid pleasure boat trip launch and land area between stone quay and the pier.</li> <li>Race course to stay inshore of mooring area.</li> <li>Race course to be set outside of designated beach swimming zone.</li> <li>Safety crews to be briefed on local traffic movements and likely areas where other water users might be encountered.</li> <li>Coast Guard to be notified of launch of event water activities.</li> <li>Competitors to be briefed on expected other water users and asked to paddle with consideration.</li> <li>Safety boats to guard offshore perimeter of course and to advise other water users setting course into race area.</li> </ul>	<b>8 Medium</b>	None

<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Other competitors	Competitors	<b>4 May Happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>Competitors asked sign a 'Code of conduct' form as part of the waiver at registration.</li> <li>Competitors asked not to push other competitors with their paddles and to not aim to hit other boards.</li> </ul>	<b>8 Low</b>	
Safety Boats	Competitors Staff	<b>4 May Happen</b>	<b>8 Single Death</b>	<b>32 High</b>	<ul style="list-style-type: none"> <li>All safety boat drivers to wear a kill cord</li> <li>All safety boat driver to be RYA Qualified powerboat drivers.</li> <li>Staff advised to cut engines when assisting a paddler in the water.</li> <li>Safety boats to lead race and to hold off course on offshore perimeter only unless needed for safety.</li> <li>Safety boats to not exceed 6 knots whilst competitors are on the water unless responding to a safety critical situation.</li> </ul>	<b>8 Medium</b>	
Debris in shallow water	Staff Competitors	<b>4 May Happen</b>	<b>4 Lost time injury, illness, damage</b>	<b>16 Low</b>	<ul style="list-style-type: none"> <li>Competitors asked to launch from only identified launching areas.</li> <li>Launch sites checked for debris prior to the start of the event.</li> <li>Competitors advised to avoid jumping off board and to stay on the board where possible.</li> <li>Competitors asked to drop to knees if they find themselves paddling in very shallow water where they might ground.</li> <li>Competitors warned of rocks just off esplanade and told to always keep 10m away from the esplanade wall to avoid paddling over rocks submerged in shallow water.</li> </ul>	<b>8 Low</b>	



<b>Hazards</b>	<b>Who might be harmed</b>	<b>P 1-10</b>	<b>S 1-10</b>	<b>Risk Factor</b>	<b>What precautions have been taken to reduce the risk? Risk Controls</b>	<b>Risk Factor With controls</b>	<b>What further action is needed to reduce the risk to ALARP PPE Requirements</b>
Lost children	Competitors Spectators	<b>2 Unlikely</b>	<b>8 Single Death</b>	<b>16 High</b>	<ul style="list-style-type: none"> <li>All children to be accompanied by parent or guardian at event.</li> <li>Lost child meeting point at registration.</li> <li>Tanoy system available for lost child message.</li> </ul>	<b>8 Medium</b>	Marshalls to wear hi vis and other event staff to wear event T-Shirts.
Terrorism	Competitors Staff Spectators	<b>2 Unlikely</b>	<b>10 Multiple Death</b>	<b>20 High</b>	<ul style="list-style-type: none"> <li>Site when left unattended the night before the event to have a night security present.</li> <li>All staff to be listed and to wear event T-Shirt</li> <li>Area for congregation of competitors to be blocked off with barriers</li> <li>All event staff to have access to VHF with event director.</li> </ul>	<b>10 Medium</b>	Marshalls to wear Hi Res.

Assessor 1 Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RISK ASSESSMENT**  
**USE OF RISK FACTOR CALCULATORS**

**Probability**

Certain or imminent	10
Very likely	8
Likely	6
May happen	4
Unlikely	2

**Severity**

Multiple death	10
Single death	8
Major injury, disabling injury major damage	6
Lost time injury, illness, damage	4
Minor injury, minor damage	2

**DO NOT OVERSTATE SEVERITY**

Very unlikely

1

Delay only

1

- **Risk Factor:** multiply probability by severity (high numbers indicate priority for giving attention)

<b>P=Probability</b>	1	2	4	6	8	10
<b>S=Severity</b>	<b>RISK FACTOR (Probability x Severity)</b>					
1	1	2	4	6	8	10
2	2	4	8	12	16	20
4	4	8	16	24	32	40
6	6	12	24	36	48	60
8	8	16	32	48	64	80
10	10	20	40	60	80	100

Any assessor that identifies an activity falling into the **RED** Risk Factor categories **YOU MUST STOP THAT ACTIVITY IMMEDIATELY AND INFORM organisers**. Any assessor that identifies an activity falling into the **Orange** Risk Factor categories must introduce control measures to reduce the risk factor to as low as reasonably practicable.

**Additional Requirements** i.e. those not included in Risk Controls but required because of the nature of the work being undertaken. Use this column also to record if the risk is deemed adequately controlled, the PPE requirements (if applicable) and any other additional information.

**Numbers of Persons Affected** When carrying out the assessment the numbers of people at risk to the hazard should be taken account of.

**A risk assessment must be carried out before any new activity is undertaken.** Unless otherwise stated in legislation Risk Assessments will be reviewed annually.