

Carlisle Canoe Club Risk Assessment

Date:	2nd October 2026
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Assessor's Name:	John McAllister	Review Date:	October 2027
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Description of Assessment:	Swimming pool building water confidence sessions – Trinity employees, Public, Club Members & Coaching Staff
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Location Details:	Trinity Leisure Center Strand Road Carlisle CA1 1JB. What 3 Words //w3w.co/boat.riders.wool
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What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Slips and trips	Public Club Members Coaching staff - May be injured	Ares are well lit. Signage used during cleaning and maintenance. Follow Trinity pools safety guidance while on activity. Equipment and boats to be in good order and kept tidy. Wearing spray decks correctly while walking around the pool area.	Inform new members.	Pool Duty Manager Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing
Stacking boats outside the pool building	Public Club Members Coaching staff - Injury to feet - Back injury - Trapped fingers	Members are shown correct stacking, lifting and handling of the boat Where possible lift and carry in pairs. Fire door to be kept clear of boats and equipment.	Inform new members.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing

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Lifting boats into pool building and to/from storage hooks	Club Members Coaching staff - Injury to feet - Back injury - Trapped fingers	Members are shown correct lifting and handling of the boat, where possible lift and carry in pairs. Members to check bungs and empty boats of excess water.	Inform new members.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing
Emptying water out of boats	Club Members Coaching staff - Strain injury - Back injury	Members are shown correct techniques for handling a boat that is flooded. Where possible lifting to be done in pairs. Members to check air bags and bungs prior to using boats.	Inform new members.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing
Impact to persons by paddles	Club Members Coaching staff - Cuts - Breaks - Concussion	Members are to keep a suitable distance between each boat and made aware of the risk from paddles. Paddlers are encouraged to wear goggles and look at paddle blades as they roll.	Inform new members. Limit number of members paddling at any one time.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing
Entrapment while submersed	Club Members Coaching staff - Panic - Strain injury - Back injury - Dislocation - Drowning	Members are shown correct techniques for exiting a boat that is flooded and asked to practice regularly. Wet exercises are to be done accompanied. All members to look out for each other during sessions and alert coaching staff to any concerns. All members are encouraged to practice an unconscious paddler rescue. Members can wear buoyancy aids at sessions. Spraydeck Safety Principles	Inform new members. Coaching staff to identify members who would benefit from further training. Coaching staff have appropriate and up to date first aid training.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing

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		Before any supplementary securing system or spraydeck is allowed on the water, it is important to verify that the equipment meets three fundamental design principles: Quick release – must release instantly under load Blind operation – releasable by touch only with either hand Other methods of release – the securing system/spraydeck can still be released/removed without the use of a quick release mechanism, such as a knee strap, or use of the loose material at the side of the spraydeck. <u>Note:</u> It is important to ensure any borrowed equipment is aligned to the safety principles				
Injury while in a boat	Club Members Coaching staff - Strain injury - Back injury - Dislocation	Members are encouraged warm up prior to attempting physical challenges. Members are encouraged keep tasks within their own physical abilities.	Inform new members.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing
Injury while swimming	Club Members Coaching staff - Strain injury - Dislocation - Drowning	Members are encouraged warm up prior to attempting physical challenges. Members are encouraged keep tasks within their own physical abilities. Members state their ability to swim 50m.	Inform new members.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26 Ongoing

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Incident procedures	Club Members Coaching staff Follow the procedure as instructed by site manager & their emergency action plan. Suggested Instructor/Coach/Leader to Participant ratio 1 to 8 very sheltered water environment. For a water rescue, this should be performed in line with RLSS /PaddleUK guidance. If a non-contact rescue can be carried out, this should be attempted first. First Aid to be carried out in line with PaddleUK and Government guidance. The following points summarise Carlisle Canoe Club Guidelines for dealing with an incident/accident during Club activities. Stay calm but act swiftly and observe the situation. Consider any further danger to the casualty and/or yourself. Respond to reduce any immediate danger to the casualty. Listen to what the injured person is saying. Alert a first aider who should take appropriate action in line with their training for minor injuries. In the event of an injury requiring specialist treatment, call the emergency services. Deal with the rest of the group and ensure that they are adequately supervised. Do not move someone with major injuries unnecessarily. Wait for professional assistance. Contact the injured person's Emergency	Pool staff are on duty on site during sessions. Highlight using non-contact methods of rescue when possible or low contact if not, as suggested by RLSS /PaddleUK Use Pool equipment where possible to carry out a pool rescue.	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online. Techniques shown to members when they join session.	02/10/26
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		Contact/Parent/Guardian Complete an incident/accident report. The report should be completed by the main person who dealt with the incident. If appropriate, collect and collate statements from witnesses.				
Fire	Trinity Employees Public Club Members Coaching staff - May be injured	Automatic fire detection system. Evacuation plan signage.	Inform new members	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online.	02/10/26
First Aid	Public Club Members Coaching staff - May be injured	First Aid kit stored in the office.	Inform new members	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online.	02/10/26
Safeguarding Failure	Public Club Members Coaching staff	Compliance with PaddleUK Safeguarding policies and procedures.	Inform new members	Guidance from Session Coach, instructor, leader or nominated competent person	Risk assessment online.	02/10/26

Notes:

Trinity pools safety guidance signs are displayed in waiting/changing areas and pool side.

Wet exercises are where submersion while in the boat occurs this can be intentional during rolling and exiting boat practice or accidental while practicing support strokes.

BCAEnvironmentalDefinitionsAndDeploymentGuidanceForInstructorsCoachesLeadersV2-7Apr25.pdf

Safety Management of Supplementary Securing Systems, Straps, and Spraydecks | Paddle UK

Membership forms ask for members to be able to swim 50m in light clothing.

RLSS: - <https://www.rlss.org.uk/>

BCU Awarding - Procedures for Dealing with Malpractice July 2007

HSG179 - Health and safety in swimming pools

British canoeing: - <https://www.britishcanoeing.org.uk/guidance-resources/safeguarding>