

RISK ASSESSMENT FORM

Workplace	Buzz Active	Likelihood (L)	X	Severity (S)
Department	Children's Services	Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	R Wilson	Unlikely	2	Minor (injury and up to 7 days off)
Room/Area		Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	Wing Surf/ foil	Likely	4	Major (death or serious injury)
Date created	30/11/2023	Almost Certain	5	Catastrophic (multiple deaths)
Benefit of activity	Teambuilding, learning new skills, fun, balance. Co-ordination, communication, trust, self esteem, problem solving, confidence	Low = 1-8	Medium = 9-14	High = 15-25

#	What are the significant, foreseeable, hazards? <i>(the dangers that can cause harm)</i>	Who is at Risk?	Current control measures <i>(What is already in place/done)</i>	Risk Rating			What additional control measures can be put in place to reduce the risk further?	Revised Risk Rating					
				L	S	R		L	S	R			
1.	Slip, trip or fall	All	Appropriate footwear to be worn. Areas checked and cleared. Gangways and thoroughfares to be clear. Trolleys to be stored out of the way. Kit to be neatly store when not in use. Group briefing on conditions and unevenness of ground.	2	2	4							

2.	Manual handling – strains and sprains	All	SI to brief instructors to make sure that there is sufficient amount of people to carry the equipment safely and so prevent any injury. When lifting the boards, ensure clients carry boards - 1 board-2 people or 2 boards-2 people, lifting with legs not back, instructor to brief. Carrying wings safely on the downwind side of the body and across the wind when inflated. Clients to release the wing with their back hand to reduce power and to hold it with straight arms above the head when flying. Clients must let go of the wing when falling into the water. When pulling on the leash to retrieve the wing slow hand over hand motion to prevent muscle fatigue.	2	2	4				
3.	Collision with equipment and clients	All	When inflating the wing make sure its attached at all times. When leaving the wing make sure it is upside down and tethered to something that won't blow away. When launching/landing on the sea, there must always be a safety boat on the water BEFORE any clients are allowed out. The instructors to brief of dangers in the shore break and enforce no swimming policy whilst boards are launching/landing. Instructor to maintain good group control and allow adequate space for wing practice and training on and off the water. Awareness of dangers of falling into the water with a foil. Jump well clear of the board. Keep group away from the boards when they are on the beach.	2	2	4				

4.	Crossing road/prom	All	Be aware of any traffic and make sure that transport has stopped before attempting to cross. Instructors to block traffic while clients cross.	2	5	10			
5.	Group dispersal	Clients	Have a designated sailing area and practise self rescue techniques before going on the water. Work to the ratios of 1:4:2 (staff, clients, kit) for Surf and 1:2:1 (staff, clients, kit) for foil to maintain group control. Always check tides and conditions prior to going out.	2	2	4			
5.	Concrete edge of the lake	All	Group briefing away from the edge and with launching and landing, always kneel or walk kit when close to the edge to avoid accidental impacts.	2	3	6			
6.	Entrapment and drowning	All	Briefing of what to do; sweeping motion/swimming sideways if under wing. Buoyancy aids to be worn. Instructor to head count. Equipment set up appropriate for the user to avoid any unnecessary issues whilst using kit. Leashes check prior to getting on the water. Importance of a properly fitted buoyancy aid being worn at all times and leg straps if fitted to be properly affixed and excessive webbing to be tucked away from the side to prevent catching.	1	5	5			
7.	Struck by object - Head injury from hitting head/ neck	All	Briefing on how to use equipment safely and how to fall. Good communication between all on the water and distress signals covered in briefing. Always cover your head when falling into the water. When coming off the foil, jump clear of the equipment to prevent impact from foil.	2	2	4			

8.	Falling into shallow water	All	Whilst winging on the lake clients are briefed on the depth of the water and to bend knees if falling in. All staff will be ready to enter the water if needed. Suitable footwear worn. If on the sea, step off the board sensibly into shallow water to prevent injury. If near the edge and shallowing, kneel on the board.	3	2	6			
9.	Tides and sea conditions	All	A good forecast and prediction of the sea state and tidal conditions to be done at the start of the day. Maximum of 1ft chop and 8-25knots for sessions. The session to be organised accordingly to the conditions. A dynamic RA to be done before going on the water. SI to monitor state and make necessary adjustments to the sessions if conditions should change.	2	2	4			
10.	Weather – Heat stroke, hypothermia effect of the wind when carrying equipment	All	Appropriate clothing for conditions inc wetsuits and wind proofs, shoes, hats, sunscreen, and monitoring for effects of hot or cold by staff. If thunder and lightning, then get off the water, masts lowered and head up to the centre. In stronger winds more care to be taken when carrying boards. Deflate wings if stronger winds persist and wait until it settles down.	2	2	4			
11.	Other craft	All	Potential for being struck by others on the water. When being rescued client to stay on their board and be approached by staff slowly from upwind who cuts engine. Wing to be down wind and held by the client. If craft too close, then lower wing into the water and kneel on board until safe to move off again.	2	2	4			

Action Plan (when will the above additional control measures be implemented and by whom?)

Action	By Whom?	Deadline	Date Completed

Signature and review

Name of Manager:	R Wilson	Signature of Manager:		Date:	
1st review undertaken on:	30/11/2023 – P.Lansdown	Signature of Manager:		Date:	
2nd review undertaken on:	22/4/2024 P Lansdown	Signature of Manager:		Date:	
3rd review undertaken on:		Signature of Manager:		Date:	