

## Risk assessment including face to face scouting

<b>Name of Section or Activity</b>	Avon Scout County Sailing Section	<b>Date of risk assessment</b>	20/1/2022	<b>Name of who undertook this risk assessment</b>	P Breakey, M Edney, F Clutten	<b>COVID-19 readiness level transition</b>	Subject to change
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<b>Hazard Identified? / Risks from it?</b>	<b>Who is at risk?</b>	<b>How are the risks already controlled? What extra controls are needed?</b>	<b>What else has changed that needs to be thought about and controlled?</b>
<i><b>Hazard</b> – something that may cause harm or damage. <b>Risk</b> – the chance of it happening.</i>	Young people (YP), Instructors (I), Boaters (B), Public (P)	<b>Controls</b> – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out.	Keep <b>checking</b> throughout the activity in case you need to change it...or even <b>stop</b> it! This is a great place to add comments which will be used as part of the review.
Risk assessment for ASCSS sailing from the David Woodhead Centre, Underfall Yard, Bristol. The assessment includes the additional requirements necessary to comply with Government legislation to minimise the transmission of COVID 19.			
Broken glass: (in or by the yard, slipway or on the pontoon). Low risk	YP, I, B, P	Shoes must be worn at all times. Pre-start-up inspection of area & clean up if necessary Monitor incidents & communicate with NS/ HM if increasing	
Slipping, falling & strain injuries e.g. during launching & recovery of boats. Low risk	YP, I, P	Check pontoon & slipway before use & clean (or fix) as required. Briefing – everyone up-hill of wheels and no running. Launch & recover with enough people. Monitor incidents & communicate with HM if increasing	
Manoeuvring weights, manual handling of stuff Low risk	YP, I, P	Boat moving supervised by a permitted leader. Signage on racking. Use enough people Staff training. Monitor incidents retrain if necessary	
Electrocution, from overhead wires. No risk	YP, I, P	No overhead wires present, monitor to ensure no change	
Minor injuries, abrasions, rope burns and bumps Low risk	YP, I,	Training of Instructors, Safety briefing to students, monitoring by OOD/SBH. Rinse and cover cuts with waterproof plasters. Monitor incidents	
Gusty conditions or wind >F3 causing bumps to the head, injury or equipment damage due to loss of control. Medium risk	YP, I, B	Safety briefing & reefing, <b>consider issuing helmets and mast head floats</b> Helmets for novices in S/H, <b>or anyone who requests one</b> Reduce number of novices <b>or boats</b> afloat. Keep good lookout. Consider onshore activities	
Boat balance games and capsize drill, causing bumps to the head. Low risk	YP, I	Helmets for novices in S/H during balance games capsize drill	

Additional information can be found in the [Safety Checklist for Leaders](#) and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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Fog & poor visibility causing accidents. Low risk	YP, I, B	Cancel water activities if YB not visible. A foghorn is not needed	
Drowning due to inversion or entrapment. Low risk	YP, I,	Buoyancy aids worn. SBH to monitor capsizes for entrapment & incidents. Masthead float for all beginners <b>in windy (&gt;~F3) conditions</b> Advise trainees on action for inversion as insufficient depth in harbour	
Safetyboat propeller Low risk	YP, I	All drivers to be PB2. Trainees to have PBI in the boat with them Switch engine off if any risk and use paddle <b>or throw line</b> Approved operations: stand by capsizes, offer advice, if necessary, use mast head or dagger board to help right boat, Provide emergency help if necessary	
Hypothermia. Low risk	YP, I	No swimming in the harbour. Safety boat to attend capsizes and MOB activities Recover swimmer to shore if getting cold (ID <b>abandoned</b> boat as 'Crew Safe')	
Communication, Radio use Low risk	I	Carried by OOD & SBH <b>Use whistle (in SB basket with first aid) as radio backup in case of malfunction.</b>	
Waterborne diseases including Weil's disease. Low risk	YP, I	Pre-booking advice and safety briefing, Waterproof plasters on cuts before going on the water. Sanitising facilities provided and debrief to include reminder to wash Follow HM advice if water quality results are poor	
Fire. Low risk	YP, I, P, B	Fuel kept by HM office. Fill fuel tanks on land. No smoking. Keep minimal flammables in steel cupboard at DWC	
Communication with YP Low risk	YP, I, P	Communication between leaders and young people (through their parents) is by email although general information is on the group Facebook page	
Sailing Low risk	YP, I, B, P	The OOD will have final say on who can sail and in what. Participants may be asked to go ashore if weather deteriorates or they are struggling to manage. If the forecast is poor bookings may be cancelled by phone	
		OOD can restrict the area, allocate maximum wind conditions of eg. 15mph, and reduce it if there are significant gusts	
		Minimise accidents and capsizes. Reef early and consider the use of mast head floats to prevent inversions & masts stuck in the mud	
		Rigging of all boats must be checked by an instructor before launching to prevent incorrectly rigged boats going out	
		Ensure the pontoon and slipway are clear of members of the public before using	

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First Aid provision Low risk	YP, I, P, B	A minimum of an SI and another leader/ instructor on site per session, one of whom must have a full current First Aid certificate. A leader (with current full first aid) to provide assistance as standard procedure	
First Aid provision Serious emergencies with risk to life. Low risk	YP, I, P, B	Follow normal procedure. Radio for help. If SB has only 1 occupant a second person may have to be called on to help SBH. Considering towing patient in their boat to pick up point. If CPR is necessary use compressions only, with a cloth (eg. their t-shirt, triangular bandage) or CPR face shield loosely over patients' mouth	
Inadequate hygiene. Low risk	YP, I, P	OOD / SBH to prepare outdoor hand sanitising facility and open doors and windows of cabin Inform using signs and briefing OOD/ SBH. Sanitise toilet touch points at end of session.	
Minimise use of internal space: Low risk	YP, I, P	If possible arrive (and leave) dressed to sail, change outside if necessary. OOD to hand out buoyancy aids and helmets as required. Minimise entrance of young people or parents inside unless authorised	
Refreshments Low risk	YP, I, P	Bring own food and drink and bottles etc. Sanitise hands before eating and drinking	
<b>COVID19 . Restrictions and actions to limit spread of virus</b>	YP, I, P, B	<b>Organised sailing permitted if compliant with RYA, TSA and government guideline.</b> <b>Reviewed 20/1/2022 Changes in Bold red type</b>	<b>Notify participants prior to activity if any precautions are required, communicate on site by briefing and notices and facilitate.</b>
Overall actions	YP, I, P	Book session on line to monitor attendance If necessary, confirm that the COVID 19 requirements have been understood Log of all attendees kept electronically (restricted access) for 21 days for track & trace purposes Attendance form Limit use of club room where practical Sanitise hands on arrival and before leaving, <b>before eating</b> and after returning from the toilet.	
Rigging and launching Low risk	YP, I, P	OOD to space boats apart with foils and masts where necessary, before session starts according to bookings	
Boats used consecutive days by different people Low risk	YP, I	Follow guidelines from the RYA,	

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Kit used on consecutive days by different people Low risk	YP, I	Hang BAs and helmets in club room, use alternative kit the next day	
Explorer taster sessions Low risk	YP, I	Use single handers, similar format to standard start of Stage 1. One group of 6 explorers in 3 pairs, 3 Toppers, Picos, or Zests, an instructor and assistant and a safety boat. Can run 2 groups with staggered starts and returns to facilitate control. Sanitise hands before and after session	
Cub and Scout Taster sessions <b>low</b> risk	YP, I	Using large crewed boats with 1 instructor and 3 scouts/ <b>4 cubs</b> . All to sanitise hands on arrival and departure	
RYA 2 day courses Low risk	YP, I YP, I	Briefings to be given outside wherever possible. Event shelter may be useful, Theory sessions to be sent electronically if feasible.	
RYA 2 day courses Low risk	YP, I	Trainees name and use the same buoyancy aid and helmet for the weekend hang in club room overnight.	
Powerboat courses	YP, I	Sanitise hands at start and end of session and whenever coming in for a break. Maximum 3:1 trainees to instructor.	
Notes	OOD/ SBH = Officer of the Day/ Safety Boat Helm, PBI = PB instructor, RYA = Royal Yachting Association, HM = Harbour Master NS = Nova Scotia, LFT = Lateral Flow Test, BA = Bouyancy Aid		

Checked by Line Manager	Name, Role / level Date	Checked by Executive	Name, Role / level Date
Approved by Commissioner	Name, Role / level Date	Approved by Executive	Name, Role / level Date
Notification of level change	Date and by who		

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