



Additional Risk Assessment

Kayaking / Canoeing / Stand-up Paddle Boarding (SUP)

The Learning Adventure

Last Updated: 16/10/24

Risk Ranking

P = Participant AL = Adventure Leader

The following quantitative method has been designed as a measure of the total risk evident:

$$\text{RISK} = \text{LIKELIHOOD OF OCCURRENCE} \times \text{SEVERITY OF HAZARD}$$

Likelihood

1. Remote 2. Possible 3. Probable 4. Likely

Severity of Hazard

1. No injury or repercussion 2. Minor Injury 3. Major Injury 4. Fatal

Overall Risk

1-5 LOW RISK

6-10 MEDIUM RISK

11-16 HIGH RISK

Only use of fully qualified instructors are engaged for Kayaking, Canoeing and SUP activities.

1: Kayaking / Canoeing /SUP Generic Risks

Risk	At Risk	Existing Controls	Likelihood of Risk	Severity of Risk	Overall Risk	Additional Suggestions
Location hazards (general)	P AL	Careful selection of an appropriate route and location, having regard for: experience of the leader/instructor, number and type of SUP, depth of the	1	4	4	Participants to be fully briefed prior to the start of the activity.

		<p>water, tidal flow, currents, visibility, water temperature, underwater vegetation, marine life, protection from water craft.</p> <p>Check and assess the surrounding area for loose items, debris and hazards and suitability of the participants.</p> <p>The location should allow safe access to staging areas for entering and exiting the water.</p>				
Drowning	P AL	<p>All participants to wear a buoyancy aid at all times.</p> <p>Instructor to check the sizing and fitting of the buoyancy aid prior to start of the activity.</p> <p>Ensure that the participants stay in visual/verbal contact at all times.</p> <p>Adequate supervision of the participants at all times.</p> <p>Proper group management and adequate participant/instructor ratios are adhered to.</p> <p>Instructors to carry rescue equipment that is quickly and easily accessible.</p>	1	4	4	<p>Continual monitoring of condition of personal protective equipment (PPE).</p> <p>Participants to be fully briefed prior to the start of the activity.</p>

		<p>Instructors to have an appropriate towing system that is easily accessible and can be deployed quickly when needed.</p> <p>The instructor will remain aware of the distance from shore as the weather, wind and tide can create hazards. The activity may need to be modified or abandoned in adverse conditions.</p> <p>Adventure Leaders to have emergency numbers on hand.</p>				
Equipment Failure	P AL	<p>All equipment conforms to PPE standards.</p> <p>Equipment sizing, condition and fitting is to be checked by the instructor prior to start of the activity.</p> <p>Regular equipment checks carried out.</p> <p>Equipment to be cleaned in fresh water after use.</p> <p>Equipment to be used as per manufacturer specification.</p>	2	3	6	Regular inspections and tests of equipment carried out.
Losing a paddle	P AL	Spares to be taken on sessions.	1	2	2	
Sharp rocks and barnacles	P AL	Participants to wear appropriate footwear and clothing.	2	2	4	Participants to be fully briefed prior to the start of the activity.

		<p>Participants instructed to stay clear of rocks and rocky areas.</p> <p>Adequate supervision of the participants at all times.</p>				<p>Kit list provided to participants ahead of trip.</p> <p>Teachers to help enforce wearing of appropriate clothes.</p> <p>The Adventure Leader/school staff will use the first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Being washed out to sea	P AL	<p>Location for the activity is carefully selected.</p> <p>Instructors to fully brief group before start of activity.</p> <p>Adequate supervision of the participants at all times.</p> <p>Proper group management and adequate participant/instructor ratios are adhered to.</p> <p>Consideration of weather forecast, sea state and tidal considerations and amendment of plans, if necessary.</p>	1	4	4	<p>Participants to be fully briefed prior to the start of the activity.</p>

		Adventure Leaders to have emergency numbers on hand.				
Being blown out to sea by offshore wind	P AL	<p>Consideration of wind direction and strength, and how it effects the location.</p> <p>Location for the activity is carefully selected.</p> <p>Adequate supervision of the participants at all times.</p> <p>Instructors to fully brief group before start of activity.</p> <p>Proper group management and adequate participant/instructor ratios are adhered to.</p> <p>Adventure Leaders to have emergency numbers on hand.</p>	1	4	4	Participants to be fully briefed prior to the start of the activity.
Paddle related injury	P AL	<p>Participants are briefed on how to use paddles safely: appropriate instructions on how to carry paddle (upright); create and encourage sufficient space between paddlers to reduce the likelihood of impact from another paddle; correct instruction on how to return paddles to the rack/storeroom</p> <p>Adequate supervision of the participants at all times.</p>	2	3	6	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>

Jelly Fish sting	P AL	<p>Location for the activity is carefully selected.</p> <p>Participants to wear appropriate footwear.</p> <p>Participants to wear wetsuits or rash vests to protect skin from stings.</p> <p>Avoidance of jellyfish if seen.</p>	1	3	3	<p>Kit list provided to participants ahead of trip.</p> <p>Teachers to help enforce wearing of appropriate clothes.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Exhaustion/fatigue/soft tissue injury e.g. muscle strain or cramp	P AL	<p>Participants are instructed on correct techniques.</p> <p>Instructors create frequent rest/recovery breaks commensurate with the age/skill level of the group.</p> <p>Continuously monitor participants for signs of fatigue and exhaustion.</p>	2	2	4	<p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Hypothermia / Hyperthermia	P AL	<p>Assess weather conditions before and during activity (e.g. temperature, storms).</p> <p>Cancel activity if considered too dangerous.</p>	1	4	4	<p>Kit list provided to participants ahead of trip.</p> <p>Teachers to help enforce wearing of appropriate clothes.</p>

		<p>Change lesson to suit temperature and weather.</p> <p>Participants to wear appropriate clothing to the conditions and season.</p> <p>Cold conditions – wetsuits preferable, regular breaks to warm up.</p> <p>Hot conditions – Rash vests, hats and sunscreen applied at regular intervals. Regular hydration breaks.</p> <p>Ensure sun safety equipment is used. Ensure that students apply sunscreen every two hours.</p> <p>Close monitoring and supervision of the condition of the group, and early/first signs of illness to be recognised and promptly treated.</p>				<p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Dehydration	P AL	<p>Ample water supplies will be given out each day before excursions.</p> <p>All participants are advised to bring and drink water to avoid dehydration prior to, and during the activity.</p>	2	3	6	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>

Sunburn	P AL	<p>Participants are briefed at the start of the session on being sun smart.</p> <p>Sunscreen to be reapplied at regular intervals.</p> <p>Participants to wear hats (preferably broad brimmed) and either a wetsuit or rash vest and shorts.</p>	2	2	4	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>Kit list provided to participants ahead of trip.</p> <p>Teachers to help enforce wearing of appropriate clothes.</p>
Water Borne Diseases and pollutants	P AL	<p>Awareness of the area and location for the activity.</p> <p>Local knowledge of the area and location for the activity.</p> <p>Avoidance of suspect areas.</p>	1	3	3	<p>Information checked on Local Agency website prior to activity.</p>

2: Kayaking / Canoe Specific

Risk	At Risk	Existing Controls	Likelihood of Risk	Severity of Risk	Overall Risk	Additional Suggestions
Injury whilst carrying Canoe/kayak to/from the water or damage to canoe/kayak through being dropped		<p>Instruct participants to carry craft to/from the water in pairs.</p> <p>Instruct participants on safe lifting – straight back and bent knees.</p> <p>Use trailers to transport craft to/from the water if significant distance is required.</p>	1	3	3	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency</p>

						services for further assistance.
Torso injury because of collision/impact with bow/stern of other craft		<p>Collisions to be avoided at all costs.</p> <p>Emergency stop procedure emphasised and practiced in early instruction.</p>	1	4	4	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Paddler capsizes. Including entrapment in/under craft, and shallow water capsize		<p>Craft used are in safe/good condition and suitable for the activity with positive buoyancy in the event of a capsize.</p> <p>Kayak cockpits must be of a size suited to the individual paddler and be clear of attachments to enable an easy exit and prevent entrapment.</p> <p>Bow and stern toggles fitted to assist in a capsize/rescue.</p> <p>Explain and practice under controlled conditions the correct technique to exit the craft when capsizing, including tab release if a "spray deck" is used.</p> <p>Ensure close supervision and recognition of a participant in difficulty with quick</p>	1	4	4	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>

		<p>movement of instructors to assist the participant in difficulty.</p> <p>Other paddlers have a clearly defined role in the event of a capsize emergency e.g. If not assisting, then “raft up” or move to shore.</p> <p>Shallow water capsize identified as potentially dangerous due to the risk of head/neck injury, so participants are instructed for extra caution when in shallow water.</p> <p>Participants should not be fitted with “spray decks/skirts”. Participant must only use spray decks after direct tuition, practice, and close supervision of their capacity to exit the craft. Spray decks are fitted with release tapes or toggles.</p>				
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2: SUP Specific

Risk	At Risk	Existing Controls	Likelihood of Risk	Severity of Risk	Overall Risk	Additional Suggestions
Injury whilst carrying SUP to/from the water or damage to SUP through being dropped		Instruct participants on safe lifting – straight back and bent knees.	1	2	2	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious</p>

						injuries, the Adventure Leader will call emergency services for further assistance.
Entanglement in seaweed or rope	P AL	<p>Location for the activity is carefully selected.</p> <p>Adequate supervision of the participants at all times.</p> <p>Instructor to carry an accessible safety knife.</p> <p>Adventure Leaders to have emergency numbers on hand.</p>	1	4	4	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>
Leash getting tangled	P AL	<p>Location for the activity is carefully selected.</p> <p>Adequate supervision of the participants at all times.</p> <p>Instructor to carry an accessible safety knife.</p> <p>Participants instructed to avoid things likely to tangle.</p> <p>Adventure Leaders to have emergency numbers on hand.</p>	1	4	4	<p>Participants to be fully briefed prior to the start of the activity.</p> <p>The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.</p>

Collisions with others / Impact from SUP during a wipe-out	P AL	Proper group management by the instructors. Adequate supervision of the participants at all times.	2	3	6	Participants to be fully briefed prior to the start of the activity. The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.
Fall from standing height into shallow water	P AL	Careful choice of venue and activity in certain shallow spots. Adequate supervision of the participants at all times. Participants to wear PPE.	2	2	4	Participants to be fully briefed prior to the start of the activity.
Board shoots away in event of a fall	P AL	Participants instructed to always wear the leash. Participants instructed to take extra care around other paddlers. Extra care taken with hardboards. Adequate supervision of the participants at all times.	3	2	6	Participants to be fully briefed prior to the start of the activity.
Surfing onto rocks	P AL	Location for the activity is carefully selected. Participants instructed to stay clear of rocks and rocky areas.	2	3	6	Participants to be fully briefed prior to the start of the activity.

		Adequate supervision of the participants at all times.				The Adventure Leader/school staff will use a first aid kit for minor injuries. For serious injuries, the Adventure Leader will call emergency services for further assistance.
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