

ROWING RISK ASSESSMENT FORM

BOATHOUSE

Hazard Identification Reference

(a) Confined Spaces	(b) Falls from Height	(c) Striking by mobile platform	(d) Trip or Slip	(e) Collapse	(f) Manual Handling	(g) Electrical	(h) Hazardous Substances	(i) Radiation	(j) Noise & Vibration	(k) Fire	(l) Explosion	(m) Others
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Severity (S)

Likelihood (L)

Risk Factor (R)

S x L= R

1 Negligible - all in a day's work	1 Improbable	<4 Risk may need to be controlled	LOW
2 Minor - minor injury with short term effect	2 Remote - unlikely	4-6 Risk must be controlled	MEDIUM
3 Severe - major injury/disability (reportable)	3 Possible - may or could well occur	7-9 Hazard must be controlled	HIGH
4 Extreme - fatal	4 Probable - expected to occur, several times	>9 Hazard must be avoided	VERY HIGH

Hazard Ref.	Hazard Description	People at risk	Initial Assessment			Control Measures	Residual Risk			Action/Comments
			S	L	R		S	L	R	
M	Travel to/from boathouse	All	4	2	8	School minibus maintained by appointed person. Qualified minibus drivers only. All occupants wear seatbelts.	4	1	4	Staff vigilance
C	Cars/trailers in vicinity of boathouse area and driveway.	All	4	1	4	Only authorised vehicles allowed on driveway and in boathouse area. Padlocked gate to restrict access.	4	1	4	Staff and pupil vigilance.
M	Pupil contact with non HSOBC adults.	All	4	1	4	All HSOBC staff CRB checked. Pupils always with other HSOBC staff and other HSOBC pupils.	4	1	4	Staff and pupil vigilance
D	Slips, trips and falls	All	2	2	4	General good housekeeping. All persons warned to exercise care when moving about area especially on pontoons when wet.	2	1	2	Staff and pupil vigilance at all times.

C	Boats/blades being carried/moved	All	2	2	4	Correct handling of boats at all times. Crew/cox/staff vigilance	2	1	2	Pupil vigilance at all times
F	Manual handling of boats	All	2	1	2	Instruction of correct lifting techniques.	2	1	2	Pupil vigilance at all times
K	Fire	All	4	1	4	Fire exits where applicable kept clear of obstructions. Fire appliances maintained.	4	1	4	Staff vigilance. (Follow St Edwards Fire Risk Assessment).
G	Electric shock	All	4	1	4	Electrical appliances should be PAT tested	4	1	4	Recommend PAT testing
B	Trailer loading	All	3	1	3	Only HSOBC staff to load and tie down boats on higher trailer racks. Verbal instruction regarding vigilance.	3	1	3	Staff vigilance
B	Racking boats	All	3	1	3	Only senior students/staff to handle boats from top racks. All persons instructed on the correct handling/lifting of boats by staff. Ensure steps are stable and appropriately positioned.	3	1	3	Staff/pupil vigilance
H	Paints and cleaning fluids (Spillage, leaks, contact and inhalation).	All	3	1	3	All paints and cleaning items stored in padlocked cupboards. Access to staff only. Staff and pupils need to be aware that it can be dangerous.	3	1	3	Boatman and Staff Vigilance
L	Explosion	All	4	1	4	All launch fuel (petrol mix) stored in approved locked "site safe" fuel dump. Access to coaching staff only.	4	1	4	Staff vigilance.
F	Sunstroke	All	3	1	3	All persons advised to wear eye protection, appropriate clothing.	3	1	3	Staff/pupil vigilance

M	Dehydration	All	2	1	2	Students to have drinks bottles with them. Ample drinking water available on site	2	1	2	Staff/pupil vigilance
M	Hypothermia	All	3	1	3	Kettle/Hot water urn for warm drinks available. Emergency blankets and shower available. All students to instructed to bring changes of warm clothing. All students instructed to bring appropriate food.	3	1	3	Staff/pupil vigilance. Heaters to be provided for "Scout Hut". Planned development at boathouse to include dry area and emergency shower facilities
M	Minor accidents	All	2	1	2	All staff First Aid qualified. All staff carry 1 st aid packs	2	1	2	
M	Major accidents	All	3	1	3	All staff First Aid qualified. All staff carry 1 st aid packs. Phone point located on side of boathouse for emergency service call.	3	1	3	

Completed byRyan Demaine.....Date ...1/09/08.....Copies toBursar,....Rowing Office.....

Reviewed byReview Date (s)