

## RISK ASSESSMENT FORM

<b>Workplace</b>	Buzz Active	<b>Likelihood (L)</b>	<b>X</b>	<b>Severity (S)</b>
<b>Department</b>	Children's Services	Almost Impossible	1	Insignificant (minor injury, no time off)
<b>Risk Assessor</b>	R Wilson	Unlikely	2	Minor (injury and up to 7 days off)
<b>Room/Area</b>	Buzz Active Eastbourne	Possible	3	Moderate (injury causing more than 7 days off)
<b>Activity/Task</b>	Safety Boat/ PB2	Likely	4	Major (death or serious injury)
<b>Date reviewed</b>	11/02/2025	Almost Certain	5	Catastrophic (multiple deaths)
<b>Benefit of activity</b>	Teambuilding, learning new skills, fun, balance. Co-ordination, communication, trust, self esteem, problem solving, confidence	<b>Low = 1-8</b>	<b>Medium = 9-14</b>	<b>High = 15-25</b>

What are the significant, foreseeable, hazards? (the dangers that can cause harm)		Who is at Risk?	Current control measures (What is already in place/done)	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	Weather – Hypothermia, heat stroke, adverse conditions	All	Obtain a forecast, only go to sea in appropriate conditions. Check visibility for the day. Dress appropriately for the conditions, have suncream, hats and water on board if sunny, wind proof layers if cold. Awareness of hot sponsons when sitting, the effects of windchill, Limit exposure. If lightning seen get off the water until storm has passed.	3	2	6				
2	Equipment failure	All	Visually inspect the equipment prior to use, check for signs of damage or breakages. Follow all training and NGB schemes for correct policies in usage.	2	3	6				

3	Re-fuelling/ fuel – environmental damage- illness or fire	Staff	Follow all centre policies to minimise risk. Careful manual handling when lifting demountable fuel cans. No naked flames or sources of ignition anywhere near fuel or boats. Wash hands after use. Do not over fill cans beyond the nominal fill capacity marked on the container. Wash hands after use. All fire extinguishers checked and training covering appropriate use.	2	2	4			
4	Water / Sea – Drowning, hypothermia, seasickness	All	Brief all clients of MOB and what to do and possible cold-water shock. All safety gear to be checked and appropriately fitted. Refer to the SAS 'safer seas' website and the water checks for adverse levels of Bacteria. Any problems report to a senior or management. Seasickness pills, limit time on sea to limit sickness. PB's to have the appropriate safety gear on board. Importance of a properly fitted buoyancy aid or auto inflating life jacket being always worn and leg straps if fitted to be properly affixed and excessive webbing to be tucked away from the side to prevent catching.	2	3	6			
5	Harbour	All	Follow harbour Op's, keep in contact with the Harbour master, must have radio, first aid kit and Life jacket. When using the North Harbour prior notice must be given to the lock keeper with timings of session to monitor access and usage. 5knt speed limit must be adhered to.	2	2	4			

6	Winches	Staff	Good communication always, must have had staff training, always keep tension on the rope to prevent overriding. Always eyes on the equipment coming up the beach. No loose clothing or laces near capstan. Line boat trolley and rope up with winch head to avoid tilting or unseating of winch dolly.	3	3	9			
7	Manual handling	Staff	Always lift with bent knees and straight back. Ask for help, use the winches. Never move the boats on your own.	3	3	9			
8	Trailers	Staff	Always be aware of the placement of the trailers. Always check the winches are serviceable and working properly. Make sure the boats are hooked on correctly with the painter acting as a back up, Store the trailers neatly on the beach out of the way of landing and the tide.	2	3	6			
9	Boat, engine and propeller	Staff	When driving always wear the kill cord. Keep the engine housing on. If there is a mechanical issue, then speak to a senior member of staff. Keep the engine away from anyone who may be in the water and turn the engine off if in contact. Keep the boat tidy at all times, fastening the fuel tank and any other loose items in the boat. Coil all ropes as they are brought onboard. Brief crew on points of contact at all times. Helm to adhere to PB2 training for appropriate driving techniques.	2	3	6			
10	Other people	All	Keep the group away from other people. Ask for assistance if there is inappropriate behaviour.	1	2	2			

11	Other water users	All	Keep away from other water users. Alert the senior team or harbour if there is any questionable behaviour	2	2	4			
12	Slips trips and falls	All	Wear the appropriate footwear for the job. Brief the group on the beach, pebbles and uneven ground. Whilst in the boat always clear and concise communication between helm and crew, ensuring checkback for instructions- ensure they have been heard. E.G. helm-is everyone holding on/ Crew—YES.	3	2	6			
13	Pontoon	All	Careful foot placement and balance. Pontoon can get wet and slippery, brief group on how to step into the boat. Keep lines tidy and don't have any equipment left on the side. Buoyancy to be worn at all times while on the pontoons and finger pontoons	2	2	4			
14	Crush injuries	All	Wear sensible footwear closed toe shoes. When pulling PB's down the beach be careful they don't slide forwards on the trailers. When using the winches keep all fingers and lose clothing clear. Keep clients clear of moving boats. Don't wrap warps or lines around the hands.	3	2	6			

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

Action	By Whom?	Deadline	Date Completed

**Signature and review**

<b>Name of Manager:</b>	R Wilson	<b>Signature of Manager:</b>	R Wilson	<b>Date:</b>	20/01/2022
<b>1<sup>st</sup> review undertaken by:</b>	P Lansdown	<b>Signature of Manager:</b>	P Lansdown	<b>Date:</b>	20/01/2023
<b>2<sup>nd</sup> review undertaken by:</b>	P Lansdown	<b>Signature of Manager:</b>	P Lansdown	<b>Date:</b>	20/04/2023
<b>3<sup>rd</sup> review undertaken by:</b>	P Lansdown	<b>Signature of Manager:</b>	P Lansdown	<b>Date:</b>	25/1/2024
<b>3<sup>rd</sup> review undertaken by:</b>	R Wilson	<b>Signature of Manager:</b>	R Wilson	<b>Date:</b>	11/02/2025