

RISK ASSESSMENT FORM

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| 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 | Lake/ sea | Possible | 3 | Moderate (injury causing more than 7 days off) |
| Activity/Task | Wing Surf/ foil | Likely | 4 | Major (death or serious injury) |
| Date reviewed | 11/02/2024 | Almost Certain | 5 | Catastrophic (multiple deaths) |
| Benefit of activity | Teambuilding, learning new skills, fun, balance. Co-ordination, communication, trust, self esteem, problem solving, confidence | <div>Low = 1-8</div> <div>Medium = 9-14</div> <div>High = 15-25</div> | | |

| 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. | 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 | | | | |

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| 2. | Manual handling – strains and sprains | All | SI to brief instructors to make sure that there are enough 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 to the leash clip on the pump 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 | | | |

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| 4. | Crossing road/prom | All | Robust briefing. Be aware of any traffic and make sure that transport has stopped in both directions before attempting to cross. Instructors to monitor 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 (staff, clients) for Surf and 1:1 (staff, clients) for foil to maintain group control. Always check tides and conditions prior to going out. | 2 | 2 | 4 | | | |
| 6. | 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 | | | |
| 7. | 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 | | | |

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| 8. | Struck by object - Head injury from hitting head/ neck The foil | 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. Helmets and impact vest or buoyancy aid to be worn while using foils. | 2 | 2 | 4 | | | |
| 9. | 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 | | | |
| 10 | 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 8-25 knots 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 | | | |

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| 11. | 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 | | | |
| 12. | 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 | | | |
| 13. | Equipment failure | All | A visual check on all equipment prior to use. Instructor to check all set ups and leashes. Distress signals covered in the briefing. Any damaged equipment reported and labelled, taken out of service until fixed. | 2 | 2 | 4 | | | |
| 14. | Biohazards – risk of disease | All | Keep group away from any mess that may have been left. If appropriate move group session location, report to a senior if object needs removing if beyond capability of instructor. Wash hands after session, limit ingestion pathways. | 2 | 2 | 4 | | | |

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| 15. | Leash | All | Good briefing on how to release the leash and potential dangers of it becoming wrapped around the kit. Leashes must be worn on different points and coiled leashes must not be worn together. Briefing on how to fly the wing and not completely letting go so it doesn't pull. Inspection of quality and suitability done every session. | 2 | 2 | 4 | | | |
| 16. | Wildlife | All | Keep group away from the wildlife, Don't encourage feeding or interaction | 2 | 1 | 2 | | | |
| 17. | Public – risk of negative interaction | All | Keep group away from members of the public, keep kit tidy and off the top promenade. If anyone is impacting your session get a senior member of the team to help. Keep pets away from the group and challenge anyone taking photos or behaving strangely. | 1 | 2 | 2 | | | |

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

| Action | By Whom? | Deadline | Date Completed |
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Signature and review

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| Name of Manager: | R Wilson | Signature of Manager: | R Wilson | Date: | 30/11/2023 |
| 1st review undertaken by: | P Lansdown | Signature of Manager: | P Lansdown | Date: | 30/11/2023 – |
| 2nd review undertaken by: | P Lansdown | Signature of Manager: | P Lansdown | Date: | 22/04/2024 |

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| 3rd review undertaken by: | R Wilson | Signature of Manager: | R Wilson | Date: | 11/02/2025 |
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