



# Oughtibridge WWR Risk Assessments



**Activity:** WWR Events at Oughtibridge **Review by:** Karen Crowhurst  
**Review / re-assessment due:** April 2024

**Date:** 09/05/2024

Hazard	Who might be harmed	Likelihood (1=Low, 5=High)	Severity (1=Low, 5=High)	Control measures
Pony Paddock Soay Sheep Field	Everyone	1	5 (only if pony's/ Sheep in Paddock)	Signs up around the site encouraging people not to feed and touch the ponies/Sheep and not to enter the paddock, no boats to be lent against the fence, no kit to hung on the fence.
<b>Event Facilities Set up / Take down</b>				
Manual handling in event set up/ take down	Event volunteers	2	3	All volunteers to be aware of and use good manual handling techniques when carrying equipment for setting up events
Erecting / dismantling marquees/gazebos	Event volunteers	2	2	Volunteers to be briefed on keeping clear of moving parts on gazebos.
High winds moving marquees / gazebos	Paddlers, event volunteers, public	2	4	Event organizers to ensure marquees / gazebos are adequately secured / weighted down. Marquees / gazebos to be taken down in the event of high winds.
Rising water during event	Public, paddlers	3	3	Event Safety Officer / Organiser should:  Inspect and continue to monitor how fast the water levels at the beach are rising.  The starter and finisher should be able to notify control of any sudden increase in water levels since as they are on the waters edge they would have to move.
Being struck by moving vehicles	Paddlers, event volunteers, public	2	3	Traffic moving around the site to be at low speed 10 MPH as signed  Parking to be arranged to ensure emergency vehicles can access the site if needed.



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Catering – burns / scalds	Event volunteers	2	2	Kitchen layout to be set up to minimise risk. Kitchen access to be restricted to essential staff only to reduce the number of people at risk. First Aid provision on site.
Catering – food preparation	Event volunteers, paddlers, public	2	2	Catering team to ensure food preparation adheres to best practice regarding food hygiene as far as is practical in a temporary kitchen. (e.g. hand washing facilities/routine, cold storage in cool boxes, separate cooked and uncooked meat).
Catering - Fire	Event volunteers, paddlers, public	1	4	Kitchen to be set up to minimise the risk of fire, and to ensure adequate escape routes from the catering tent. Fire blanket to be available in the kitchen for small fires (e.g. pan fires) Emergency procedures to be used if fire service is required.
Course erecting / dismantling – working at height and trip hazards	Volunteers erecting or dismantling the course. General public	2	4	Course building / dismantling volunteers to wear Buoyancy Aids and helmets when in or near the water Course volunteers to be aware of any potential heavy rainfall likely to cause a rise in water level. Where ladders are used, they should be used by experienced volunteers working in teams to ensure ladders are stable, secure and supported during use. Ensure course ropes are tied so they do not present a hazard on the river or bank, and any ropes crossing the beach are to be well above head height.



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Slips, Trips, Falls	Paddlers, event volunteers, public	2	2	<p>Event information to advise paddlers to beware of uneven surfaces and wet steps.</p> <p>Ensure paths are kept clear of boats and equipment, boats are not to be left at the top of the steps leaving the beach. Event officials to enforce or move boats as appropriate.</p> <p>Electrical wiring to be run so it does not form a trip hazard.</p> <p>Tutti and PA wiring to be run so it does not cause a trip hazard and where possible should be along the bushes.</p>
Electrical safety - electrocution / overload	Event volunteers	1	3	<p>Visual inspection of wiring prior to and during use and remove defective leads from use until they can be repaired.</p> <p>Ensure sufficient extension leads are used to avoid overloading sockets.</p> <p>Extension leads to be protected by RCD's / surge protection.</p> <p>Appropriate outdoor leads / connections to be used for outdoor wiring (e.g. caravan/camping leads).</p>
First Aid Provision	All	3	3	<p>An experienced and qualified event First Aider will be appointed for the slalom event (ideally 2 people).</p> <p>First Aid Kit kept in control Check prior to the event. Organiser to advise of any equipment used.</p> <p>First aid to be summoned via control - First Aid information to be included in event information and notices displayed at the event.</p> <p>Emergency Plan covers summoning emergency services or directing people to local hospitals.</p>
Welfare Provision	Young people	2	1-5	<p>A suitable person with Safeguarding training should be appointed as Event Welfare officer.</p> <p>Event Welfare Officer Poster to be displayed at control</p>



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Event notices / information – advising paddlers of hazards	All	1	2	Organiser to ensure that required / relevant safety notices are displayed at race control and if required by the river access and by finish.
<b>Canoeing / Water Related Activity</b>				
Carrying kayaks / canoes	Paddlers / Public / Officials	2	2	Paddlers are familiar with appropriate manual handling for carrying their equipment. Juniors to be assisted as appropriate by coaches / parents. Event information to advise paddlers to be aware of other users on the footpath. Care to be taken when the footpath is close to the pony paddock to ensure boats and paddlers do not encroach over the fence.
Safety team - undertaking rescues	Safety Team. Paddlers	2	3	Water Safety coordinator to ensure that safety team are suitably experienced for their role and are briefed on emergency procedures and their position. Bank based safety to wear buoyancy aids and have throw lines available. Boat based safety to wear usual paddling kit. Safety rota to be managed by Water Safety Coordinator and to allow for frequent changes of volunteers. Volunteers to be briefed to stay on post until relieved and the importance of arriving on time for the stint.
Paddler control	Paddlers	1	2	A short briefing for both races will be held prior to the start of the WWR race by a member of the organisation All entrants or person in “loco Parentis” must complete a separate WWR entry form stating paddler is competent and fit to race the WWR race on the conditions and distance etc. on the day. Or enter online Paddlers, spectators and parents etc. to follow instructions and safety, site etc. plans and directions from the organisers. It is their responsibility to acquaint themselves with this.



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Start and Finish Numbers matching	Organisation and paddlers	2	2	All paddlers will have a start number and start time allocated. Start and finish numbers will be compared. Paddlers will be briefed on ensuring they do not leave the race area without first reporting their withdrawal. Contact details will be held on entry forms if needed.
Safety Clothing and Equipment	Paddlers	2	4	Paddlers are required to ensure their safety clothing and equipment is in accordance with current safety regulations in WWR.
Canoe Flotation			2	All boat must comply with the current WWR safety rules
Helmets	Paddlers	2	4	Helmets are compulsory Race is on a Rocky shallow section of the river Don
Getting in and Out	Paddlers	2	2	All WWR paddlers MUST wear a buoyancy aid. Spray decks are highly recommended.
Hypothermia	Paddlers	2	4	All paddlers to wear usual protective clothing / equipment for slalom paddling appropriate to the conditions / weather. To include Buoyancy Aid and helmet. First Aid kit to include suitable equipment to treat condition. Qualified First Aiders at the event. Rewarming possible inside control building.
Leptospirosis (Weil's Disease)	Paddlers	2	4	All paddlers to be aware of the risk and follow standard practice of covering cuts etc, and that Canoeing is an 'assumed risk sport' on event information and notices. As this is a natural river it is advised that all paddlers wash hands / face between paddling & eating
<b>Camping provision</b>				



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People being struck by moving vehicles	Campers	1	4	Site layout means only low speeds are possible and 10MPH signs displayed. Campers to supervise children.
Slips, trips and fall	Campers	2	3	Campers to supervise children. Tracks to be used to access toilets / water
Pony paddock and Soay sheep paddock	Campers	2	5(only if Pony's/sheep in paddock)	Campers advised to camp away from the Pony Paddock and sheep field Signage to remind all not to feed, or pet the Ponies or sheep. Signage to advise campers not to leave boats against the Pony paddock or sheep fence or hang kit on the fence.
Use of Changing rooms / Toilets	All Juniors	1	2 (4 if football matches taking place)	Advise parents/guardians to accompany minors to changing room - especially if football pitches in use
Fire	Campers	1	4	Campers advised to pitch units 2m apart