Risk assessment JGSRPC-RA 2025

Name of activity, event, and location	Joint Guide & Scout Rowing & Pulling Club (JGSRPC). Rowing, taster sessions for scouts & explorers, and a safety boat on the Bristol floating harbour.	**Date of risk assessment**	**18/12/2025 Revised 06/11/2024 for sluices, locks and weirs**	**Name of person doing this risk assessment**	**Michael Carr Martin Jones**
		Date of next review	**18/12/2026 or earlier if an incident warrants it**		

What could go wrong? What hazard have you identified? What are the risks from it?	**Who is at risk?**	**What are you going to do about it?** How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	**Review & revise** What has changed that needs to be thought about and controlled?
A hazard is something that may cause harm or damage. **The risk** is the harm that may occur from the hazard.	For example: young people, adult volunteers, visitors	**Controls** are ways of making the activity safer by removing or reducing the risk. For example, you may use a different piece of equipment or you might change the way you do the activity. This is a great place to add comments which will be used as part of the review.	Keep **checking** throughout the activity in case you need to change what you're doing or even **stop** the activity.
Risk assessment for JGSRPC rowing and pulling is from the Benjamin Perry Hut, Phoenix Wharf, Bristol (B1 waters) and meet the Scout & Guide Association requirements			
Control and Responsibility during session.	YP, I, B, P	Confirm at the start of the session who the **Leader-In-Charge (LIC). All contact and health issues/requirements to be given to LIC.**	
Broken glass: (in or by the yard, slipway or on the pontoon). Injuries. Low risk	YP, I, B, P	Shoes must be worn at all times. Pre-start-up inspection of area & clean up if necessary.	Monitor incidents & communicate with NS/ HM if increasing
Slippy surfaces: Falls & strain injuries e.g. Boarding and disembarking boat. Low risk	YP, I, P	Check pontoon & slipway before use & clean (or fix) as required. Briefing – no running. Warning signs on landings at points of access and egress. Ensure all lines/ painters are coiled and stowed safely. Launch & recover with enough people.	Monitor incidents & communicate with HM if increasing
Manual handling of weights: Injuries of back. Low risk	YP, I, P	Boat moving supervised by a permitted leader. Signage on racking. Use enough people Staff training.	Monitor incidents retrain if necessary
Crushing fingers, arms: hit by oar or when coming alongside pontoon. Low risk	YP, I, B	All briefed by **LIC** prior to activity. Keep hands away from crutches and gunwales. Correct use of boathook by side. Instructor to brief novice crew prior to giving 'weigh enough' order. Instructor to keep constant eye on novice crew actions during 'weigh enough'.	Monitor incidents retrain if necessary
Striking head: Injuries to head. Low risk	YP, I, B	All briefed by **LIC** prior to activity. Warning of 'catching a crab'. Correct handing of Oars and Boathook.	Monitor incidents retrain if necessary
Entanglements: Low risk	YP, I, P, B	All briefed by **LIC** prior to activity. Ensure all lines/ painters are coiled and stowed safely.	Monitor incidents retrain if necessary

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Equipment Failure	YP, I, P, B	Equipment and craft checked before use. Correct storage after use. Complete damage log at the end of the session.	Monitor damage
Collision: with another craft. Low risk.	YP, I, P, B	Supervision by suitable experienced person. Take extreme care when novice on helm, particular care at bridges. Warning of threat of other boat users and danger of submerged objects.	Monitor incidents & communicate with HM of public damage
Minor Accident	YP, I, P, B	Supervision by LIC. Instructor to carry mobile phone. If in doubt call 999. Home Contact in place (InTouch system).	Record all incidents injuries on day log. Review
Risk to life: Serious emergencies. Very low risk	YP, I, P, B	Follow normal procedure. Call/ radio for help Boats on the water they should always stay within visual contact with each other. Considering towing patient in their boat to pick up point. If CPR is necessary consider using compressions only, with a cloth (e.g. their t-shirt, triangular bandage) or CPR face shield loosely over patients' mouth	Record all incidents injuries and near misses on day log. Review
Weather conditions: may cause loss of control, damage or injury.	YP, I, B	Safety briefing, consider reducing number of novices in boats. Keep good lookout. The LIC will have final say on whether to go afloat. If the forecast is poor, bookings may be cancelled by phone.	Record incidents on day log Review
Cold, wind & immersion Hypothermia from wind chill after immersion or incapacitation from injury. Low risk	YP, I	**Safety boat to attend capsizes, man overboard and monitor activities during event.** Recover person to shore if getting cold Swimming in the harbour only allowed at specified times in designated area.	Monitor incidents & communicate with NS/ HM if increasing
Drowning: due to falling in the water (man overboard). Low risk	YP, I	All participants to wear Buoyancy Aids on/or by the water. Swimming ability checks by **LIC** prior to Activity.	Monitor
Non swimmer participation: Injury / drowning. Low risk	YP	Non swimmers on are to be notified in advance and identified to the LIC before the session. Only one non-swimmer per boat. Provide a BA with crutch straps if possible. Risk of entering the water is low.	Monitor
Propellers: Causing injury Low risk	**YP, I**	**Drivers to be PB2 trained. Trainees to use a dual kill cord and have a PBI in the boat. Switch engine off if near anyone in the water or any risks and use paddle or throw line**	**Record all incidents injuries and near misses on day log. Review**
Inadequate hygiene: Infection Low risk	YP, I, P	LIC to check boathouse toilets are clean before and after the session Prepare outdoor hand sanitising facility for end of session, inform during briefing. Debrief to include reminder to wash/ sanitise hands before eating	

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Disease: Illness due to waterborne organisms (including Weil's). Low risk	YP, I, P, B	Advice given pre-booking and during pre and post event briefings. Cover open cuts with waterproof plasters before going on the water. Follow HM advice if water quality results are poor	
Safety boat use. Low risk	**YP, I, P, B**	**Kill cord must be worn by SBH and be PB 2 qualified. Make sure SB has grab bag with first aid onboard.**	
Power boat taster sessions	**YP, I, P, B**	**Only PBIs may offer adults and young people the opportunity to drive and must use a dual kill cord and follow the RYA requirements**	
Low visibility: Incident or injury. Low risk	YP, I, P	Prevent accidents by cancelling water activities if visibility is poor. A foghorn is not necessary	
Swimmers in the harbour: Possible injuries. Low risk	YP, I, P, B	**Only permitted at specified times in a designated zoned off area and will be supervised by a safety boat.**	**Monitor impact**
Radio malfunction: Unable to communicate. Low risk	YP, I, P	Radio carried by OOD & SBH In case of radio malfunction, use whistle (in SB basket with first aid) as backup	
General public, parents & leaders: incidents. Low risk	YP, I, P	Ensure the pontoon and slipway are clear of members of the public and non-participants before using.	
Poor handover of responsibility: Accidents pre and post event. Low risk	YP, I, P	Parent or group leaders are responsible for participants before and after the event Communication between leaders and young people (through their parents) is by email although general information is on the website and group Facebook page	
Bad Practice: Accidents and injury. Low risk	YP, I, P, B	To comply with relevant requirements from the Government or local authority and activity best practice	
Locks, Sluices and Weirs Risk: entrapment and drowning. Low risk	YP, I	Instructors to know the dangers of locks, weirs and sluices and follow the guidance provided by British Rowing (Row Safe) the Canel & River Trust and as directed by the harbour master. Instructors to be aware of the location of water control features in the docks, especially the Underfall Sluice used to scour the docks. They must not enter locks unless as part of a separately risk assessed trip. Stay well away upstream from weirs (Netham). Stay clear of the Underfall Sluice especially during scouring operations. All taking part to be aware of the dangers involved and if going to be encountered as part of the activity.	

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LIC/ SBH = Leader-In-Charge/ Safety Boat Helm, PBI=Powerboat Instructor, HM = Harbour Master, BA = Buoyancy Aid
Text in bold indicates updated information from the previous version

Don‘t forget, as part of your programme planning, you should have contingency activities in reserve just in case you can’t do what was planned or you need to stop half way through. Make sure this is shared with those involved, so everyone knows how to respond. You should have risk assessed contingency activities prior to them taking place and communicated key information to those involved as with all activities.