



Adamson Adventures

David@adamsonadventures.co.uk • 01372 386676 • www.adamsonadventures.co.uk

Adamson Adventures ACTIVITY RISK ASSESSMENT FORM

1. Briefly outline the intended activity: Kayaking	2. Date and time of intended activity: Various	3. Location of the intended activity: Rivers, lakes and sea within instructor's remit
--	--	---

4. List all the hazards in order of significance.	5. List the groups of people who might be harmed.	6. List the intended control measures with reference to the corresponding hazard.	7. List any intended first aid provisions, fire precautions or other backup arrangements.
Unsupervised spectators	Attendees	Ensure no unsupervised spectators are left on the bank	Emergency Services Emergency First aid Home Contact *
Traffic when unloading and loading kayaks.	Attendees	Careful selection of sites for loading and unloading of kayaks.	Emergency Services Emergency First aid Home Contact *
Falling onto kayaks or river banks	Attendees	Choose appropriate entry and exit sites Adequate supervision	Emergency Services Emergency First aid Home Contact *
Manual handling	Attendees	Choose appropriate entry and exit sites Safety briefing Adequate supervision Where sensible, pair up to carry boats Correct lifting technique All boats fitted with air bags	Emergency Services Emergency First aid Home Contact * If large or heavy boats, suitable additional equipment (eg strop, possibly trolley)
Inadequately trained staff	Participants	Ensure properly authorised persons leading or supervising activity	Emergency Services Emergency First aid Home Contact *
Cold, hypothermia	Participants	Ensure all members of the party are correctly dressed for the weather conditions. Check local weather conditions Ensure participants are correctly equipped Ensure shelter available (group shelter, bivvy bag, building, car etc.) Carry hot drink and / or emergency rations	Emergency Services Emergency First aid Home Contact * Spare clothing available Ensure leaders able to spot and react to symptoms of Hypothermia
Drowning	Participants	Ensure all members of party are wearing properly fitting buoyancy aids	Emergency Services Emergency First aid Home Contact * Buoyancy aids worn by all participants Sufficient training before undertaking activity
Trapping in capsized kayak	Participants	Attendees trained in capsize drill and leaders trained to watch out for trapping and be ready to rescue Ensure leader on hand when doing capsize drill practice	Emergency Services Emergency First aid Home Contact * Sufficient training before undertaking activity
Hit by a paddle	Attendees	Ensure adequate spacing between attendees to minimize	Emergency Services



Adamson Adventures

David@adamsonadventures.co.uk • 01372 386676 • www.adamsonadventures.co.uk

4. List all the hazards in order of significance.	5. List the groups of people who might be harmed.	6. List the intended control measures with reference to the corresponding hazard.	7. List any intended first aid provisions, fire precautions or other backup arrangements.
		risk that a blow from a paddle could be received	Emergency First aid Home Contact * Safety helmets to be worn when supervisor judges them necessary to avoid head injury
Head hit on bottom / rocks / bank, jetties etc.	Participants	Safety briefing Adequate equipment	Emergency Services Emergency First aid Home Contact * Safety helmets to be worn when supervisor judges them necessary to avoid head injury
Group configuration	Participants	Safety briefing Ensure party does not separate and remains with supervisor of the group Ensure sufficient authorised persons present Split large group into sensible sub-groups, each with adequate supervision	Ensure all relevant ** regulations adhered to Ensure Home Contact * is fully briefed

8. Organiser.	Name [block capitals]:	Position:	Signature:	Last Review Date:
	D B ADAMSON	Instructor	<i>David Adamson</i>	10 November 2009

* A formal Home Contact is usually only used for trips involving an overnight stay. In other circumstances, a list of participants with contact details should be left with a suitable adult who will operate a "Late Back" procedure.

** This refers to rules of the organisation contracting the activity. These could be Local Authority rules, Scouting POR, Guiding Rules etc..