



# Chelmarsh Sailing Club

## Chelmarsh Sailing Club Risk Assessment: On the Water

|                     |   |
|---------------------|---|
| Version             | F   |
| Date of Assessment: | 07-Jan-22                                 |
| Assessed by:        | David Bibby, Terry Gumbley, Richard Woods |

|                     |              |
|---------------------|--------------|
| Area of Assessment: | On the water |
|---------------------|--------------|

|            |   |                 | SEVERITY of HARM (S)                     |  |  |  |  |
|------------|---|-----------------|--|--|--|--|--|
|            |   |                 | 1<br>Minor harm<br><i>(minor injury)</i> | 2<br>Slightly harmful<br><i>(incapacitated for up to 3 days)</i> | 3<br>Harmful<br><i>(incapacitated for over 3 days)</i> | 4<br>Major harm<br><i>(eg loss of sight, broken limbs)</i> | 5<br>Extreme harm<br><i>(fatality or fatalities)</i> |
| LIKELIHOOD | 1 | Highly unlikely | 1  | 2  | 3  | 4  | 5  |
|            | 2 | Unlikely        | 2  | 4  | 6  | 8  | 10   |
|            | 3 | Possible        | 3  | 6  | 9  | 12   | 15   |
|            | 4 | Likely          | 4  | 8  | 12   | 16   | 20   |
|            | 5 | Highly likely   | 5  | 10   | 15   | 20   | 25   |



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| Activity      | Hazards        | Before Control Measures |          |      | Control Measures in Place  | After Control Measures |          |      | Further Action Required? | Related procedures                                   |
|---------------|----------------|-------------------------|----------|------|--|------------------------|----------|------|--------------------------|--|
|               |                | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |                          |  |
| Sail Training | Crush injuries | 3                       | 3        | 9    | Students instructed to keep hands inside the boat when approaching another boat or pontoons  | 2                      | 2        | 4    | No                       | Chelmarsh Sailing Club Training Operating Procedures |
| Sail Training | Entrapment     | 1                       | 5        | 5    | Safety boat on water manned by personnel with PB2 and First Aid certificates<br>Safety boat to carry knife and wire cutters<br>Instruction to be given on how to exit/breath if under sail as part of Level 1 training<br>Senior Instructor to supervise capsized drill, with second instructor in the water | 1                      | 4        | 4    | No                       | Chelmarsh Sailing Club Training Operating Procedures |
| Sail Training | Head injuries  | 3                       | 4        | 12   | Students to be instructed to "duck" when tacking or gybing<br>Dinghies with "high boom" to be used for learn to sail training<br>All head injuries reported to Senior Instructor and reported in accident book<br>First Aider and Senior Instructor to access if medical treatment necessary                 | 1                      | 4        | 4    | No                       | Chelmarsh Sailing Club Training Operating Procedures |
| Sail Training | Hyperthermia   | 3                       | 4        | 12   | Instructor brief students on appropriate clothing and dangers of hyperthermia<br>Instructors to monitor students and if getting hot suggest removing layers or bring to shore for break and drink  | 1                      | 3        | 3    | No                       | Chelmarsh Sailing Club Training Operating Procedures |



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|---------------|-------------|-------------------------|----------|------|--|------------------------|----------|------|--------------------------|--|
|               |             | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |                          |  |
| Sail Training | Hypothermia | 2                       | 4        | 8    | <p>Instructor brief students on appropriate clothing and dangers of hypothermia</p> <p>Senior Instructor to supervise capsiz drill, instructor in the water with dry suit if conditions dictate and water temperature must be above 10°C</p> <p>Instructors to monitor students and if getting cold bring to shore for break and warm up</p> <p>Emergency blankets in grab bag by carpark clubhouse door</p> <p>Immediately after immersion students without wet/dry suits to be escorted ashore for warm shower and change of clothes</p> | 1                      | 3        | 3    | No                       | Chelmarsh Sailing Club Training Operating Procedures |
| Sail Training | Immersion   | 2                       | 5        | 10   | <p>Safety boat on water manned by trained personnel (minimum PB2 and First Aid certificates)</p> <p>Compulsory wearing of buoyancy aids checked by instructors prior to going out on water</p> <p>Masthead floats to be fitted to all boats for learn to sail courses and at discretion of Senior Instructor for other courses</p> <p>Senior Instructor to set defined sailing area which is easily managed</p> <p>Senior Instructor to advise sails to be reefed if conditions dictate</p>  | 1                      | 4        | 4    | No                       | Chelmarsh Sailing Club Training Operating Procedures |



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|-----------------|----------------|-------------------------|----------|------|---|------------------------|----------|------|--------------------------|---|
|                 |                | Likelihood              | Severity | Risk |   | Likelihood             | Severity | Risk |                          |   |
| Sail Training   | Slip injuries  | 3                       | 4        | 12   | Senior Instructor to inspect pontoons prior to training session and delegates brushing or washing if necessary<br>Students warned of dangers of slipways, walkways and pontoons, including boat launching and boat access from pontoon<br>Students and instructors to wear non slip footwear and walk on pontoons (no running)<br>Handrails installed on all pontoon bridges<br>Steps painted with white edging<br>Pontoons washed down as required<br>Anti-slip matting installed on west slipway <b>to be checked regularly for weed/algae build up and cleaned as necessary</b><br>Instructors trained in first aid and first aid kits quickly accessible<br>Hospital telephone numbers and telephone available in clubhouse | 2                      | 3        | 6    |                          | Chelmarsh Sailing Club Training Operating Procedures  |
| Leisure Sailing | Crush injuries | 2                       | 3        | 6    | Helm or crew should be experienced sailors, or novices arrange for someone with experience to be available to be aware of risks of sailing.   | 1                      | 2        | 2    |                          | Leisure Sailing Procedure   |
| Leisure Sailing | Entrapment     | 1                       | 5        | 5    | Safety boat on water with trained personnel available (See Buddy Sailing Policy) or boat fully manned with trained personnel (minimum PB2 or assessed by powerboat instructor)<br>Safety boat to carry knife and wire cutters<br>Individual sailors carry own addition equipment eg knife, whistle  | 1                      | 4        | 4    | Source new wire cutters  | Leisure Sailing Procedure<br>Buddy Sailing Rules<br>Safety On Water Rules<br>List of authorised powerboat users |



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|-----------------|---------------|-------------------------|----------|------|--|------------------------|----------|------|---|---|
|                 |               | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |   |   |
| Leisure Sailing | Head injuries | 2                       | 4        | 8    | Helm or crew should be experienced sailors, or novices arrange for someone with experience to be available to be aware of risks of sailing.<br>Sailors to make own assessment if head protection to be worn<br>All head injuries reported to organiser and reported in accident book   | 1                      | 4        | 4    | New sailors have greater risk of being struck by boom | Leisure Sailing Procedure   |
| Leisure Sailing | Hyperthermia  | 2                       | 3        | 6    | Sailors responsible for their own protection eg hat, correct clothing, drinking enough fluids  | 2                      | 3        | 6    |   | Leisure Sailing Procedure   |
| Leisure Sailing | Hypothermia   | 1                       | 3        | 3    | Wetsuit or dry suit to be worn between 1st October and 31st March<br>Warm showers available in club house<br>Grab bag with blankets etc - by carpark door  | 1                      | 3        | 3    |   | Leisure Sailing Procedure   |
| Leisure Sailing | Immersion     | 2                       | 5        | 10   | Safety boat on water with trained personnel available (See Buddy Sailing Policy) or boat fully manned with trained personnel (minimum PB2 or assessed by powerboat instructor)<br>Compulsory wearing of buoyancy aids for all water users<br>Helm or crew should be experienced sailors, or novices arrange for someone with experience to be available to be aware of risks of sailing. | 1                      | 4        | 4    |   | Leisure Sailing Procedure<br>Buddy Sailing Rules<br>Safety On Water Rules<br>List of Authorised powerboat users |



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|-----------------|----------------|-------------------------|----------|------|--|------------------------|----------|------|--|--|
|                 |                | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |  |  |
| Leisure Sailing | Slip injuries  | 3                       | 4        | 12   | Sailors to wear non slip footwear and walk on pontoons (no running)<br>Handrails installed on all pontoon bridges<br>Steps painted with white edging<br>Pontoons washed down as required<br>Anti-slip matting installed on west slipway <b>to be checked regularly for weed/algae build up and cleaned as necessary</b><br>Hospital telephone numbers and telephone available in clubhouse | 2                      | 3        | 6    | Trip hazards or pontoon damage to be reported by users and repaired promptly | Leisure Sailing Procedure  |
| Racing          | Crush injuries | 2                       | 3        | 6    | Experienced sailors aware of risk  | 2                      | 2        | 4    |  |  |
| Racing          | Entrapment     | 2                       | 5        | 10   | Helm or crew should be experienced sailors, or novices arrange for someone with experience to be available to be aware of risks of sailing.<br>Safety boat on water with trained personnel available (See Buddy Sailing Policy) or boat fully manned with trained personnel (minimum PB2 or assessed by powerboat instructor)<br>Safety boat to carry knife and wire cutters               | 2                      | 4        | 8    | Source new wire cutters  | Buddy Sailing Rules<br>Safety On Water Rules<br>List of authorised powerboat users |
| Racing          | Head injuries  | 2                       | 4        | 8    | Helm or crew should be experienced sailors, or novices arrange for someone with experience to be available to be aware of risks of sailing.<br>Sailors to make own assessment if head protection to be worn<br>All head injuries reported to Officer of Day and reported in accident book<br>First Aider and Officer of Day to access if medical treatment necessary                       | 1                      | 4        | 4    |  |  |



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| Activity | Hazards      | Before Control Measures |          |      | Control Measures in Place  | After Control Measures |          |      | Further Action Required? | Related procedures   |
|----------|--------------|-------------------------|----------|------|--|------------------------|----------|------|--------------------------|--|
|          |              | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |                          |  |
| Racing   | Hyperthermia | 2                       | 3        | 6    | Officer of day to ensure sufficient breaks in racing to allow drinking in hot conditions<br>Sailors responsible for their own protection eg hat, correct clothing, drinking enough fluids  | 1                      | 3        | 3    | OOD Refresher Training?  |  |
| Racing   | Hypothermia  | 1                       | 3        | 3    | Wetsuit or dry suit to be worn between 1st October and 31st March<br>Warm showers available in club house<br>Grab bag with blankets etc - by carpark door  | 1                      | 3        | 3    |                          |  |
| Racing   | Immersion    | 3                       | 4        | 12   | Safety boat on water with trained personnel available (See Buddy Sailing Policy) or boat fully manned with trained personnel (minimum PB2 or assessed by powerboat instructor)<br>Officer of Day responsible to cease racing or increase safety boat cover in adverse conditions or due to numbers racing, Safety boat crew can ask for racing to cease if feel unsafe<br>VHF radios mandatory for safety boat, OOD and shore contact<br>Compulsory wearing of buoyancy aids for all water users | 1                      | 4        | 4    | OOD Refresher Training?  | Buddy Sailing Rules<br>Safety On Water Rules<br>List of Authorised powerboat users |



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|--------------------|----------------------|-------------------------|----------|------|--|------------------------|----------|------|---|-----------------------|
|                    |                      | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |   |                       |
| Racing             | Slip injuries        | 3                       | 4        | 12   | Officer of Day to inspect pontoons prior to sailing and delegates brushing or washing if necessary<br>sailors to wear non slip footwear and walk on pontoons (no running)<br>Handrails installed on all pontoon bridges<br>Steps painted with white edging<br>Pontoons washed down as required<br>Anti-slip matting installed on west slipway <b>to be checked regularly for weed/algae build up and cleaned as necessary</b><br>Safety Team trained in first aid and first aid kits quickly accessible<br>Hospital telephone numbers and telephone available in clubhouse | 2                      | 3        | 6    | Trip hazards or pontoon damage to be reported by users and repaired promptly<br>OOD Training refresher? |                       |
| Model Yacht Racing | Collision with other | 3                       | 1        | 3    | Designated sailing area  | 1                      | 1        | 1    | Area tested by DP for hazards   | Model Yacht Procedure |
| Model Yacht Racing | Slip Injuries        | 1                       | 4        | 4    | Use of buoyancy aids on pontoons<br>Improved access from bank area   | 1                      | 4        | 4    |   | Model Yacht Procedure |
| Launch all vessels | Manual handling      | 1                       | 3        | 3    | Two person boats to be launched by two people<br>Two persons required for stacking of SUPs in storage container<br>Take care not to overcrowd launch slipways. Officer of Day to consider for busy Open Race Meetings  | 1                      | 3        | 3    |   |                       |





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|----------------------|--|-------------------------|----------|------|--|------------------------|----------|------|-------------------------------|--|
|                      |  | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |                               |  |
| Lone Sailing         | Lone Sailing                                 | 3                       | 5        | 15   | Lone Sailing is not permitted under any circumstances  | 0                      | 5        | 0    |                               |  |
| All water activities | Lightning strike to boat on water            | 1                       | 5        | 5    | No sailing when thunderstorms in immediate vicinity of reservoir.<br>Senior Instructor or Officer of Day to clear water if thunder heard<br>Leisure sailors during week coordinator group and Saturday sailors controlled by safety boat team  | 1                      | 5        | 5    |                               |  |
| Power Boat           | Crew ejected from powerboat                  | 2                       | 4        | 8    | Helm to communicate to crew prior to starting off or accelerating boat<br>Helm to ensure crew are properly seated and holding on   | 1                      | 4        | 4    |                               | Chelmarsh Sailing Club Training Operating Procedures                                       |
| Power Boat           | Fuel handling and fire                       | 1                       | 4        | 4    | Fire extinguisher on each power boat<br>No fuel transfers on the water<br>No smoking on boats  | 1                      | 4        | 4    |                               | Chelmarsh Sailing Club Training Operating Procedures                                       |
| Power Boat           | Injury from propeller or struck by powerboat | 3                       | 5        | 15   | All power boat users to be authorised, list displayed in galley (either Power Boat Level 2 Trained or Assessed by RYA Instructor). Only exception is users under direct instruction as part of RYA course or assessment<br>Kill Cord to be worn by helm when engine is running<br>All users instructed to stop engines when near to persons in the water and keep engine away from person at all times | 1                      | 5        | 5    | Refresher for powerboat users | Chelmarsh Sailing Club Training Operating Procedures<br>List of authorised powerboat users |
| Power Boat           | Manual handling                              | 1                       | 3        | 3    | Powerboat crews to request assistance with launch and recovery of boat, particularly the larger Jaffa<br>Engines generally left on boats - Bosun to be consulted if engine removal is required   | 1                      | 3        | 3    |                               | Chelmarsh Sailing Club Training Operating Procedures                                       |
| General              | Blue Green Algae                             | 1                       | 4        | 4    | Reservoir users to be warned if blue green algae present   | 1                      | 4        | 4    | South Staffs discussion       |  |



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|----------|--|-------------------------|----------|------|--|------------------------|----------|------|--|--|
|          |  | Likelihood              | Severity | Risk |  | Likelihood             | Severity | Risk |  |  |
| General  | Child abuse or child abuse allegations | 3                       | 4        | 12   | Child Protection Office appointed by club<br>Child protection policy in place for club<br>Instructors and assistants working with children to sign they have read and understood the policy  | 1                      | 4        | 4    | No<br>See club child protection policy         | Chelmarsh Sailing Club<br>Child Protection Policy                                    |
| General  | Invasive Species                       | 3                       | 3        | 9    | SUP Boards and boats should be washed down and dried for 48 hours prior to relaunch when brought to site from another area, or when removed from Chelmarsh for Sailing elsewhere<br>Particular issues to be advised on club noticeboards   | 1                      | 3        | 3    | Environmental issues mainly                    |  |
| General  | Medical Emergency                      | 2                       | 5        | 10   | Safety boat on water with trained personnel available (See Buddy Sailing Policy) or boat fully manned with trained personnel (on authorised powerboat user's list) to get person off the water<br>Emergency procedures are displayed in clubhouse Senior Instructor or Officer of Day to lead incident response<br>List of trained club first aiders maintained and displayed on club notice boards<br>Telephone and emergency contact details displayed by phones in clubhouse (in bar and by carpark door) | 2                      | 4        | 8    | Club to consider purchase of own defibrillator | Chelmarsh Sailing Club<br>Emergency procedure<br>List of Authorised Power boat users |
| General  | Reservoir outlet and inlet             | 1                       | 1        | 1    | Water outlet is guarded and fenced, users should not approach within 1 m<br>Water inlet creates a "current" when pumping in occurs, this can be quite strong and Instructors should advise students and Officer of Day should cover in race briefing for Open Events   | 1                      | 1        | 1    | OOD Refresher Training?                        |  |



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|----------|---|-------------------------|----------|------|---|------------------------|----------|------|---|--------------------------------------|
|          |   | Likelihood              | Severity | Risk |   | Likelihood             | Severity | Risk |   |                                      |
| General  | Weill's Disease (and other water borne pathogens and Avian Flu) | 3                       | 4        | 12   | Cuts to be covered by waterproof plasters<br>Water users to avoid water ingestion if in reservoir<br>Water users encouraged to wash hand before eating and shower at end of day<br><b>Clothing and boots not to be washed in club sinks or showers.</b><br>Known issues to the advised on club notice boards and social media via H&S Officer<br>Instructors to brief students of risks | 1                      | 4        | 4    |   | Senior Instructor briefing checklist |
| General  | Sunburn and associated risks                                    | 3                       | 1        | 3    | Instructors should 'recommend' to adults and 'strongly recommend' to children that they apply a high-factor sun cream before training sessions, and frequently throughout the day. Instructors to build in regular shade opportunities in periods of strong sunlight, wearing hats and sunglasses recommended.<br>Experienced sailors to take own precautions                           | 2                      | 1        | 2    | Sailors responsible for providing own sun cream | Senior Instructor briefing checklist |