

Hazards	Who might be harmed	Risk Control Measures	Individual Responsible	When does it need to be actioned	Notes
Capsize, Entrapment and Drowning	All Participants	Participants must wear appropriate buoyancy aids throughout the activity	Session leaders – to issue and check appropriate buoyancy aid. Check all those on session have appropriate buoyancy aid for the paddling environment and that it is on and correctly fastened before approaching the water	At start of each session before paddlers reach the water	
		First Aid training to be in date for any session leaders	Session leaders - to be currently qualified in the first aid qualification appropriate to there coaching/leadership level.	Every three years	
		Make all participants aware of the dangers associated with the session (e.g. objects in the water, trees and obstructions) and what to do if they encounter one	session leader – ensure participants are aware of what they may encounter on the session and proficient to deal with these. To ensure any dangers are communicated to paddlers during the session	During session briefing and dynamically throughout the session	
		Leaders to make sure emergency rescue equipment is carried within group	session leader – to ensure they are carrying fully functioning rescue equipment suitable for the session and environment	Before anyone enters the water	
			Qualified individual – to ensure full and appropriate training has been given in any rescue techniques and equipment that are used on the course and that this is in date	Before carrying rescue, equipment or carrying out rescues	
		Ensure suitability of the equipment for the participants and check for entrapment issues	session leader - ensure cockpit size and footrest position and paddlers boats is appropriate. Visually check boats for entrapment issues	Before entering the water	
Medical emergency due to pre-existing conditions	All Participants	Leaders to ask all participants to make such conditions known, in confidence, to leader.	Individual - to ensure leader knows of serious known conditions and to share emergency plan with leader. Leader to ensure they understand actions to take and location and use of any condition specific equipment necessary.	Before the session and during session briefing	
Sprains, Strains or other injuries	All Participants	Correct paddling techniques and usage of paddle	session leader – ensure that paddlers are using paddling techniques that don't cause injury and are using paddles in a safe manner	Before and during session	
			Individuals – Use paddles safely and ensure you have adequate space between yourself and others to ensure contact is not made with other paddlers.	When carrying or using paddles	
		Correct manual handling when carrying boats and equipment	session leader – advise individuals on appropriate manual handling techniques for the environment.	Wherever equipment is being lifted or carried.	
			Individuals – ensure they are practicing good manual handling techniques and asking for help where appropriate	During any manual handling activity	
		Avoidance of finger crush injury	Individuals – to keep fingers inside the boat, particularly when rafting up and at get ins and get outs	Throughout the session	
			session leader – remind paddlers to keep fingers & thumbs inside the boat	During session briefing and throughout session	
		Helmets to be worn where there is a risk of head injury	session leader – to assess risk of head injury and ensure participants wear helmets, Ensure all those who will need a helmet during any part of the session are carrying an appropriate one	Before individuals enter the water and dynamically throughout the session	

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Slips, trips and falls	All Participants	Appropriate get ins, get outs and portages are available	session leader – ensure that all participants are physically able to get in and get out of their craft safely at the chosen entry and exit locations. Ensure suitable portages are available for any hazards on the session, and to assist anyone needing support.	Before the session and during session briefing	
			Individuals – inform session leader of any issues that could impact their ability to get into and out of the boat	During session briefing or before if appropriate	
		Suitable footwear to be worn	Individual - to wear suitable footwear for the environment that they are paddling in which minimises the risk of slips.	During the session	
Hypothermia / Hyperthermia	All Participants	Appropriate clothing to be worn	session leaders / individual – to assess conditions and weather forecasts and ensure individuals have appropriate equipment and clothing before anyone enters the water.	Before and dynamically during each session.	
		Emergency equipment	session Leader - To ensure appropriate safety equipment for the conditions is available on sessions	Before session	
Adverse Weather conditions	All participants	In case of lightning all paddlers should get off the water until storm has passed. Do not shelter under trees.	session leader – to ensure they have access to adequate forecasting information	Before and dynamically during the session	
		River levels to be checked before any participants access the water	session leader – to ensure the water level is suitable for all those attending the session and to be aware of likely rising and falling of the level and how this will affect the features of the river	Before and dynamically during the session	
		In case of strong winds ensure paddlers can control craft	session leader – to assess paddlers have appropriate boats and equipment for the conditions.	Before individuals enter the water	
		Enough food and water to be carried for the paddle and temperature	session leader – ensure that individuals are aware of the length of time they will be on the water and the conditions they are to expect. To carry additional water where appropriate	Before each session and when on the water	
		Sunblock and/or sun protection clothing and hats to be worn where appropriate	Individuals – ensure they have adequate sun protection for themselves	On the session	
		Regular check ins with all paddlers to ensure they are not adversely affected by the environment during the session	session leader – to check on all paddlers and act where paddlers become affected by environment	Dynamically throughout the session	
			Individuals – to ensure they let session leader know if they begin to feel affected by the environmental conditions	Dynamically throughout the session	
Losing contact with paddler	All Participants	During the pre-session safety briefing individuals are made aware of maximum safe distances between the group for the session and detail river signals that are to be used.	session leader – provide session briefing with all relevant information before anyone accesses the water and ensure they are aware of paddler locations throughout the session	During safety briefing at start of session and dynamically throughout the session	
			Individual – to listen and to ensure they understand guidance and signals to be used and follow signals from session leader	During session briefing and throughout session	
		In larger group session leader to deploy proficient paddlers to maintain 'line of sight' chain	session leader – to allocate roles to proficient paddlers for the environment and conditions	During times where contact may be difficult within group	

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Waterborne diseases and contaminants that could cause illness	All Participants	Ensure that all participants are made aware of waterborne diseases and the general signs and symptoms Paddlers should wash their hands before eating/drinking and as soon after the activity as possible and take showers if they are submerged in the water	Club committee – to communicate information regarding any heightened risks in areas where the club operates.	When risks are discovered by the club	
			session leader – to remind participants of the risks of waterborne diseases	During session briefing and ongoing	
			Individual – to take personal responsibility for their own health and hygiene after each session to avoid the risks	After each session	
Collision with or waves caused by other watercraft	All Participants	Paddlers made aware of other watercraft they may encounter and how to pass these safely	session leader – give information during safety briefing and ensure paddlers are aware of approaching craft during session	During safety briefing and dynamically throughout the paddle	
			Individual – to remain vigilant for other craft whilst on the water	Dynamically throughout the paddle	
Equipment Failure and Loss of Equipment	All Participants	Equipment used to be fully functional and suitable for the session	session leader – to check equipment is safe and suitable for the session leader to Inform equipment officer of damage to NCKC equipment	Before any paddlers enter the water	
Injury from wildlife	All Participants	Paddlers warned of the dangers posed by wildlife and how to behave near them	session leader – to inform paddlers of known dangers and remain vigilant for any potential dangers. Individual – to be considerate of local wildlife and animals and avoid disturbance of them or their habitat	During session briefing and dynamically throughout the session At all times	
Weirs, locks and portages	All Participants	Any weirs and locks on the session should be assessed before being run by suitably qualified	session leader - to assess the water level, hazards and competence of the paddlers and portage if appropriate	When approaching weirs or locks on the session	
			Individual - to follow direction from the session leader	When approaching weirs or locks on the session	
Abuse / Discrimination	Children and vulnerable adults	Club has formal rules and codes of conduct for both members and leaders Club has an appointed trained Welfare Officer with terms of reference set by Paddle UK All leaders to have completed Safeguarding training and refreshers as mandated by Paddle UK All leaders have undergone DBS checks. Session leaders – ensure that there are at least two responsible adults present for any interactions with single child or vulnerable adult.	Individual - to follow club policy session Leader - to follow club safeguarding policy		

This risk assessment does not negate the need for dynamic risk assessments by leaders throughout all activities run by NCKC and dynamic risk assessments should be carried out by leaders throughout any sessions or activities associated with them. Refer to the specific operating procedure for the session.

Date approved by committee	Review Due	Changes from previous version
03/12/2025	03/12/2026	