

Hazards	Who might be harmed	Risk Control Measures	Individual Responsible	When does it need to be actioned	Notes
Capsize, Entrapment and Drowning	All Participants	Pool Lifeguards are on duty throughout the session	Individual – to choose appropriate boats and equipment for the pool session. Visually check equipment for entrapment hazards before entering the pool	Before entering the water	
Medical emergency due to pre-existing conditions	All Participants	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	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	Individuals – ensure they are practicing good manual handling techniques and asking for help where appropriate	During any manual handling activity	
	All Participants	Helmets to be worn where there is a risk of head injury	Individuals – helmet use is recommended for under 18s		
Slips, trips and falls	All Participants	Walk at all times and follow pool rules	Individuals - to follow pool rules		
Collision with craft or paddles	All Participants	No Swimming allowed	Individual – to remain vigilant of other pool users	Dynamically throughout the paddle	
Equipment Failure and Loss of Equipment	All Participants	Equipment used to be fully functional and suitable for the session	Individual – to check any equipment (club or own) is fully functional and suitable for the session. If unsure to liaise with club representative to confirm suitability. Inform equipment officer of damage to NCKC equipment	Before any paddlers enter the water and if damage occurs	
Abuse / Discrimination	All participants	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 coaches to have completed Safeguarding training and refreshers as mandated by Paddle UK.  All coaches have undergone DBS checks.  Ensure that there are at least two responsible adults present for any interactions with single child or vulnerable adult.	Individual - to follow club policy. Individual - to use appropriate changing facilities		

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	Date to be reviewed	Changes from previous version
03/12/2025	03/12/2026	