

| 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.

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| Date approved by committee | Date to be reviewed | Changes from previous version |
| 03/12/2025 | 03/12/2026 | |
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