

| 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. Individuals – inform session leader of any issues that could impact their ability to get into and out of the boat | Before the session and during session briefing 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 | Club committee – to communicate information regarding any heightened risks in areas where the club operates. | When risks are discovered by the club | |
| | | 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 | 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 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 asses 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 | |
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