



WEALDEN SAILABILITY

GENERIC RISK ASSESSMENT

This Generic Risk Assessment Document has been prepared for the benefit of our own Volunteers, and to our Client Participants as an aid to preparing their own Risk Assessments. The relevant sections comprise of a brief reference to each risk identified with the relevant notes and/or actions.

Reviewed and completely re-written April 2024, and based on CSC Risk Assessment Rev 09.01.2025

Safety Boats – Only those WS Volunteers appointed and trained to be in the Safety Boat Helm Squad permitted to Helm Safety Boats

Item	Possible Hazard	Probability (H,M,L)	Consequence (H,M,L)	Control Measure
SB 0	Lifting injury when fixing outboard motors to Patrol Boats or storing motors in safes	Medium	Medium	All safety boats used by members of the WS Safety Boat Squad have engines permanently attached. Care should be taken when raising or lowering the propeller shaft on the Rigidcraft “Commando” boats.
SB 1	Back injuries due to launching and recovering Safety Boats	Low	Medium	A minimum of two people required to launch and recover safety boats. Electric winches are available, they can be used as a brake to slow the boats when launching, and as the power source for recovery.
SB 2	Fire or explosion risk due to storage and use of petrol	Low	High	Petrol is stored in purpose designed flame resistant containers which are in turn stored in an outdoor lockable steel fuel store. Coxswains are instructed in the risk of static electricity. Smoking is prohibited in the vicinity of the fuel store and boat shed and during any handling of fuel. Fuel store lid should always be closed unless fuel cans are being taken out or put back in.
SB 3	Propellers causing injury to persons in the water	Low	High	All members of the WS Safety Boat Squad Coxswains must hold the RYA PB2 qualification and are regularly reminded to turn the engine off when approaching people in the water. Engines are secured to safety boats by a security chain in addition to the

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				engine clamps.
SB 4	Powerboat 'Out of Control' if Coxswain falls overboard	Low	High	<p>All WS Safety Boat Coxswains must be RYA PB2 qualified.</p> <p>Wearing of the Kill Cord, around the thigh whenever the engine is on, is the standard operating procedure and it must be attached before the engine is started.</p> <p>The integrity and functioning of the kill cord is checked at the start of each day.</p> <p>Spare kill cords are available in the safety boats, in the safety boat kit pots.</p>
SB 5	Injury or hazard creation from wash from safety boats	Medium	Low	<p>Coxswain to ensure that low speed is maintained around pontoons and other watercraft.</p> <p>High speeds to be used only when necessary.</p>
SB 6	Collision injuries when moving boats around onshore	Medium	Low	A designated person in the team moving the safety boat is to continually monitor the path ahead of the boat to ensure that collisions are avoided.
SB 7	Injuries when starting outboard engines	Low	Medium	Coxswain to ensure that space in front and behind is clear before starting outboard engines.
SB 8	Trip injury from winch rope	Low	Low	Winch operator to view winch area and keep it clear.
SB 9	Inadequate safety team vigilance due to poor communication	Low	High	Safety boats must each carry a radio and a shore-based radio or equivalent, should also be established.

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				<p>Radios should be tested at the start of each session.</p> <p>All operators should be aware of the Radio usage procedures.</p>
SB 10	Collision injuries while operating on the lake	Low	High	<p>All Coxswains must be RYA PB2 qualified.</p> <p>Coxswains are instructed to maintain low speed around the pontoons and other watercraft, and to use high speeds only where necessary.</p>
SB 11	Injury caused when manually launching and recovering powerboats	Medium	Medium	<p>People should not stand behind boats being launched or recovered from the water.</p> <p>If the winches are inoperative, at least three people must launch or recover a commando and at least five people must launch or recover a RIB (due to their weight).</p> <p>Before launching, the instructor in charge should decide if the activity can continue safely.</p>
SB 12	Injury caused using the Winch(s)	Medium	Medium	<p>People should not stand behind boats being recovered from the water.</p> <p>There should only be one winch operator and he is to ensure there is nobody close to, or touching the rope drum while the winch is being operated</p> <p>Only persons over 16 and who are conversant with the winch operating procedures should drive the winches.</p>

Foreshore and Pontoons

Item	Possible Hazard	Probability (H,M,L)	Consequence (H,M,L)	Control Measure
FP 0	Risk of drowning if people fall from pontoons	Low	High	All people using the pontoons must wear a buoyancy aid. The pontoons have clear hazard signage. There are throw lines located by the pontoons.
FP 1	Strain injury incurred when launching and recovering boats	Medium	Low	Electric winches are available for launching and recovering heavy boats. Instructors and students must be reminded to work in teams and should have reviewed the winch operating procedures.
FP 2	Slips and falls on the concrete slipways	Low	Low	Electric winches are available for launching and recovering safety boats and heavy dinghies. Instructors and students must be reminded to work in teams. Long ropes should be used to ensure that people are pulling from an area with good grip. Do not walk behind the boat being recovered on the sloping slip ways. There is the possibility of algae or similar “slime” under the water line at the bottom of the ramps which can be slippery
FP 3	Slips and falls on the pontoons	Low	Medium	Pontoons should be power hosed during winter maintenance and at the start

Item	Possible Hazard	Probability (H,M,L)	Consequence (H,M,L)	Control Measure
	due to wet or dirty surfaces			<p>of each session day as necessary.</p> <p>All WS Volunteers to be regularly warned of the hazard during welcome briefings.</p> <p>Everyone to be told to act responsibly on the pontoons.</p>
FP 4	Slips and falls on the foreshore while launching and recovering boats	Medium	Low	<p>Boats to be launched and recovered under supervision, using appropriate number of people, and appropriate angle to slope.</p> <p>Avoid having Volunteers or Clients at stern of boats during launching /recovery.</p> <p>WS Volunteers to consider use of winch for recovery of larger dinghies.</p>
FP 5	Slips and falls in the boat park during periods of very wet weather	Low	Low	<p>WS Volunteers and Clients to be briefed on the slippery nature of the grassed areas during wet weather.</p> <p>Larger teams of WS Volunteers will be required to move boats.</p>
FP 6	Slips and falls on the steep grass bank in front of clubhouse	Medium	Low	<p>WS Volunteers and Clients to be briefed on the slippery nature of the grassed areas and be discouraged from running.</p> <p>WS Volunteers and Clients must not go down the grass slopes and should use the steps instead.</p>
FP 7	Slippery steps leading down to foreshore in icy weather	Low	Medium	<p>Sailing Sessions are not run during the winter months, but on an exceptional basis, steps to be salted before Clients arrive, and care to be taken during Winter Maintenance Sessions</p>

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				The Session Manager in charge of the Sailing Session Day should brief about the hazard during briefings.
FP 8	Injury from rigged boats on foreshore.	Low	Medium	All WS boats are to be properly stowed between sessions and parked as instructed Volunteers should be warned about risk from club boats that are not part of the WS Session Day
FP 9	Potential health hazard from faeces	Low	Medium	All people using the pontoons must be warned of the risk of infection from faeces, and advised to wash hands thoroughly before eating etc. Pontoons to be cleaned regularly, and at the start of each session day as required.
FP 10	Injury from vehicles on foreshore	Low	High	WS Volunteers and Clients must be briefed on the risk from vehicles manoeuvring on the foreshore. No Clients vehicles will be allowed on the foreshore unless specifically permitted by the WS Session Manager All vehicles to be removed after loading or unloading.
FP 11	Injury incurred lifting dinghies on and off storage racks or trolleys.	Medium	Medium	Care should be taken when moving boats on and off trolleys and should generally be floated on and off the trolleys to avoid risk of back injury Always use two people. Small children should be supervised by a WS Volunteer and kept clear of trolleys during lifting operations.

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FP 12	Danger from submerged hazards around the pontoons	Low	Medium	<p>Jumping off of the pontoons is prohibited.</p> <p>WS Volunteers must be warned that potentially hazardous objects may be in the water.</p>
FP 13	Cuts and lacerations to feet	Low	Low	<p>The foreshore is open to club members and the public and litter can occasionally arise.</p> <p>WS Volunteers should check the foreshore, boat park, and shed areas for hazards at the start of each day.</p> <p>All WS Volunteers and Clients must always wear suitable footwear. Bare feet are not permissible.</p> <p>All open wounds wherever caused to be covered by waterproof plasters to avoid any interactions from waterborne bacteria.</p>
FP14	Stings and bites from snakes or other wildlife on foreshore, boat park, or lake.	Low	High	<p>WS Volunteers and Clients to be briefed on potential risk during summer and warned not to touch or step on snakes.</p> <p>Grass growth around boat park and launching areas restricted by matting and mowing to ensure habitat inhospitable to snakes and other biting wildlife.</p> <p>WS Volunteers should check for the presence of wasp nests etc. around boat racks, shed, pontoons etc. and any areas that the Clients are going to use regularly.</p>
FP15	Injuries caused when rigging and	Medium	Medium	WS Volunteers should always work in pairs to fit or remove masts from boats

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	de-rigging removable masts.			and when moving masts in and out of the storage sheds.
FP 16	Wealden Sailability Hoists	Low	High	The hoists may only be erected and operated by a competent WS Volunteer. Carers or Clients will be responsible for advising the hoist operator of any special requirements when the client is being lifted using the hoist.

Clubhouse

Item	Possible Hazard	Probability (H,M,L)	Consequences (H,M,L)	Control Measure
C 0	Inappropriate behaviour towards young and vulnerable persons	Low	Medium	<p>For all WS Volunteers under the age of 16 a parent or guardian must be always on site unless a WS Guardianship Form has been agreed and signed by the parent/guardian and a WS Trustee</p> <p>All WS Volunteers must be fully conversant with the WS Safeguarding Protection Policy</p> <p>All WS Volunteers should use the disabled toilets when there are young or vulnerable persons using the male and female toilets</p> <p>WS Client supervisors must accompany vulnerable service users under their responsibility when using the toilets and/or changing rooms</p> <p>WS Volunteers are advised not to allow themselves to be alone in the changing rooms when young or vulnerable people are present.</p> <p>During CSC run junior courses, Wealden Sailability clients should either use the disabled toilets or be accompanied by a carer when using the changing room facilities.</p>
C 1	Kitchen area hazards	Low	Medium	<p>During the WS Sailing Sessions, only the appointed WS Volunteer kitchen staff are allowed in the kitchen to use the kitchen facilities and to serve refreshments</p>
C 2	Changing Room high spirits	Low	Low	<p>WS Volunteers need to liaise with CSC Instructors to check changing rooms on a regular basis during CSC Junior sailing courses. Two adults must make</p>

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				<p>the inspections.</p> <p>Where possible. co-opt mothers/female carers to assist in checking the Female facilities and fathers/male carers for the Male facilities.</p>
C 3	Slips on wet floors	Low	Low	<p>All WS Clients to be instructed by their carers/guardians not to run in the club house.</p> <p>Equipment readily available to deal with spillages which should be moped up as a matter of urgency by the WS Volunteer team</p>

Whilst Sailing

Item	Possible Hazard	Probability (H,M,L)	Consequence (H,M,L)	Control Measure
WS 0	Head Injuries from Booms	Medium	Medium	<p>WS Volunteers must ensure that mainsails are fully raised to ensure boom heights are correct, and all boats once rigged must be checked by the Session Manager or his appointed aide</p> <p>WS training on 'look at boom' during tacking and gybing demonstrations.</p> <p>WS Instructors to highlight the risk during training and before going on the water without engendering a sense of fear.</p>
WS 1	Risk of drowning during capsize or man overboard	Low	High	<p>All people afloat or on the pontoons must wear appropriate buoyancy aids.</p> <p>Safety boat or boats must be afloat and on station, and ready for use during all sailing activities.</p> <p>The WS Session Manager in conjunction with the WS Safety Helm in charge of safety on the water and will monitor the lake. All WS Volunteers are reminded to keep an eye on all Clients, not just those under their immediate control.</p> <p>The WS Stratos, RS Venture, Drascombe Longboat and Lugger sailing boats must be fitted with an appropriate mast head float at all times during Sailing Session Day activities.</p> <p>For the larger boats, Carers should advise whenever their client requires a Carer with them, and accompany their Client on the boat. No clients requiring a Carer to be with them should go out unaccompanied on any boats.</p>

Item	Possible Hazard	Probability (H,M,L)	Consequence (H,M,L)	Control Measure
WS 2	Risk of Entrapment in lines, rigging etc.	Low	High	<p>All Safety Boat crews to be made aware of risk.</p> <p>Safety boat must be afloat and on station, and ready for use during all sailing activities.</p> <p>Safety boat crews must carry a First Aid kit that includes a suitable safety knife.</p> <p>Safety boat helms appropriately trained to deal with entrapments and Cold-Water Shock.</p>
WS 3	Cold and Exposure	Low	Medium	<p>All WS Safety Helms are trained in First Aid particularly about spotting the early onset of Hypothermia.</p> <p>The length of time Clients are out in boats on the water to be kept shorter during colder weather, and WS Volunteers to keep check that Clients are happy to continue.</p>
WS 4	Risk of swimming in the lake.	Low	High	<p>All Clients to be instructed to stay inside boats whilst sailing. Swimming in the lake is not permitted at any time.</p>
WS 5	Crush injuries	Low	Medium	<p>Clients to be instructed to keep fingers inside boat when coming alongside pontoon or other craft.</p> <p>Volunteers to be instructed to be careful when lifting boats on and off trolleys.</p>
WS6	For all wheelchair-bound Clients and their Carers going out in the Pioner Motor Boat	Low	High	<p>All wheelchair bound Clients must be accompanied by their Carer when on the boat.</p> <p>Buoyancy aids must be worn by all clients in wheelchairs, and preferably self-inflating life jackets to be used.</p> <p>Client's straps that secure them when in their wheelchairs must be undone</p>

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				<p>when on the boat unless it causes problems for the Client. If this is the case the Carer must release the strap(s) if an emergency occurs.</p> <p>Loading weight and distribution of wheelchairs is critical. Loading weight must not exceed Recreational Craft Directive (RCD) Category C.</p> <p>All wheelchairs must have brakes applied when on the boat.</p>

Risk Summaries

Safety Boats

Consequence	H	SB2, SB3, SB4, SB9, SB10		
	M	SB1, SB7	SB0, SB11, SB12	
	L	SB8	SB5, SB6	
		L	M	H
		Probability		

Foreshore and Pontoons

Consequence	H	FP0, FP10, FP14		
	M	FP3, FP7, FP8, FP9, FP12	FP11, FP15	
	L	FP2, FP5, FP13	FP1, FP4, FP6	
		L	M	H
		Probability		

Club House

Consequence	H			
	M	C0, C1		
	L	C2, C3		
		L	M	H
		Probability		

Whilst Sailing

Consequence	H	WS1, WS2, WS4		
	M	WS3, WS5		
	L			
		L	M	H
		Probability		