

Risk Assessment dated 24/04/2023

Nearest First Aid equipment: Crew room/mobile bag

Activity: Windsurf sailing and teaching.

Nearest Telephone: Brighton Watersports mobile

Emergency Rally Point (car park):

Location: Piddinghoe Lake

All sessions will be run in line with RYA guidance for Windsurf sailing and instruction. RYA Senior Windsurf Instructor present, standard RYA ratio, RYA Windsurf Instructors present.

- Safety boat ready to use for duration of session operated by RYA PB2 holder. Should carry First aid kit, comms, and tow line.
- SI should be aware of all contents of Ops Manual and Emergency Procedures.

Notes: all Instructors will have a familiarisation session at the lake prior to instructing this will cover:

- Shallow parts of the lake sheltered parts of the lake, any underwater hazards of the lake and slipways.
- Location of first aid kits, fire extinguishers, evacuation points.

Ensure all students are hydrated and are aware of water points.

Hazard	To Whom	Preventative Measures	Instructor Notes
Drowning, Injury, or ailment caused by the water	All	All participants must be correctly fitted with Buoyancy Aids. Vigilant Observation from trained, qualified Instructors must be maintained with effective group control. All instructors must be evaluated for safety procedures by a qualified in-house assessor prior to running session to ensure all instructors are aware and able to perform any safety and rescue procedures required during the session.	BA's must be fitted and checked by qualified instructor prior to entering the water. Consider positioning to maximise group control. Minimize the time spent in the water. Ensure BA's are kept on as fitted for the duration of the session.
Injury induced by environmental conditions	All	Vigilant instruction and careful group control should reduce chances of injury under normal circumstances, including access and egress where required.	Instructors must check conditions 12 hours before the session and on the day.

		Regular weather checks leading up to the session and a dynamic assessment on the day may lead to cancellation or relocation of the session, at the discretion of Responsible party. Centre must keep up to date with local environment.	Max wind speeds dependant on RYA guidelines, instructor, and client's ability. Talk through shallow parts of lake. Talk through sheltered/windy parts of the lake i.e South wind shelter next to club house. Check emergency exit points around lake and access to them
Injury or Ailment Due to inadequate Clothing/Equipment	All	Leaders must ensure that NO denim is to be worn on the water. Ensure no items of clothing/Jewellery can present issues of entanglement. Replace with wetsuits where possible. All safety equipment provided by the centre MUST be checked by an instructor and MUST be always worn as fitted. Attention must be kept to the condition and comfort of guests. Equipment should be regularly checked for good and safe condition. Broken or faulty equipment is to be logged and removed from circulation.	Ensure to take the time to find the correct fit of BA or wetsuit. Prevent removal of safety equipment throughout the session. Wetsuits used if activity and temperature require. Helmets used if school/club or parents request.
Injury during entrance/exit to lake	students	Entrance and exit via wooden pontoons/jetties or ramps. Assistance should be provided if requested or if assistance is clearly required. Ensure proper manual handling practices.	Instructors must point out no diving from the jetty's/pontoons due to shallow water. Demonstrate how to exit/enter lake. Carry equipment as per RYA Guidance. Any requests for aid, regardless of conditions must be honoured.
Injury caused by vessels or equipment being used during the session.	All	Users/Participants are to be instructed on proper use of the equipment as per RYA guidance. Also instructed to be aware of other water users on the session and communicate verbally, use of RYA right of way guidance.	Instructors should advise RYA right of way and proper use of equipment as per RYA guidelines.
Injury due to land/water's edge hazards i.e sail boats/windsurf equipment rigged on land/water's edge. Debris on land	All	Make sure all equipment is secure and will not move with increase wind, this includes moored boats. Clear any debris that may cause injury especially in wind picks up. Check area where customers may walk for broken glass, sharp objects that may cause injury.	Instructors to communicate with club members regarding their kit. Outline your operating area. If there is no club member present, secure equipment.
Injury Due to other water users. Sail and windsurf races	All	Ensure all students aware of other water users, racecourse and avoid. Clear boundaries set at beginning of the session with rescue points clearly illustrated to participants.	As per RYA guidance. Instructors are to avoid race areas. Consider Positioning during the session.

			Build confidence in low wind area. Advise race co-ordinators of your area of operation and intention and level of competence
Injury or distress due to poor ability	students	Adequate ratio of participants to instructors must be maintained, Radio comms must be maintained, effective group control and awareness will keep the group together and skill gap should remain concealed.	Any participants who desire to leave the session must be assisted out or met by a member of staff on the bank. To be arranged by Radio Comms. Instructors must be aware of any pre-existing medical condition. Fitness level to be monitored
Injury, distress, or inconvenience to public due to standard operations	Public	This is a private lake; any guest of students should be made aware of hazardous areas and should keep clear of operating area. Crew to be vigilant to keep their group within the safe boundaries.	Any members of the public who are attending as guests should signed that they have read the club byelaws
Injury or damage caused by improper equipment safety and condition	Gear	Ensure the participant is fitted with the correct size for them, fitted correctly. Equipment should be cleaned and maintained to reduce wear and tear; Guests must be informed on the best way to handle the equipment and must return to stores on termination of session. Equipment must be stored, used, and maintained sensibly and correctly. A full equipment check should be conducted and recorded at least once per year.	All instructors should check their and their students kit and report any defects

Emergency Contacts:

- Brighton Watersports: 01273 232160

- Adam Chinery: 07877235945

Conducted By: Adam Chinery