

<b>ACTIVITY:</b> Canal Workshop with use of boat			<b>Group Leader:</b> Education Manager	
<b>Assessment by:</b> SW/PBu		<b>Date:</b> 18/08/2023	<b>Target Date for review:</b> August 2024	
<b>Approved by:</b> PBo		<b>Position:</b> General Manager	<b>Date:</b> 20/08/23	
<b>Significant Hazards and Associated Risks</b> Those hazards which may result in serious harm or affect several people	<b>Those who might be harmed</b> Persons at risk from the significant hazards identified	<b>Control Measures(CM's):</b> Controls, including relevant sources of guidance (e.g. Generic Risk Assessment, CSF Offsite Visits Manual, Guidance from Provider, etc.). Specific CM's not included in the generic RA (e.g. briefings, actions by leaders / participants, qualifications / experience of supervisors)	<b>Additional CM's required?</b> If existing CM's cannot be met or circumstances have changed	<b>Residual Risk Rating (H / M / L)</b>
Alighting and departing the boat – trips and falls	Adult/Child	Passengers only permitted to alight or depart when instructed. Ensure boat is securely moored to the wharf and prevented from drifting by a member of staff. Verbal instruction to hold handrail and note the steps. As required, a member of staff and volunteer may combine to assist a passenger, with permission.		L
Crush injuries	Adult/Child	Passengers receive health and safety guidance before departure. Passengers should keep all limb and heads within the boat area, to prevent injury from bankside plants and crushing if the boat nears the wharf or canal-side walls.		L

Walk to and alongside the canal. Uneven surfaces – trips and falls.	Adult/Child	Students will be informed of changes in level and instructed to take care when walking. School will be advised in advance to recommend suitable clothing and footwear for all the students. No running or pushing. Health & Safety talk at the beginning of the session. Special care must be taken on steps and stairs. Large classes will be divided into groups with appropriate numbers of helpers depending on age and ability of students.		L
Falling into canal from the quayside	Adult/Child	H&S briefing at the canal SAFE= Stand Away From Edge! Guide should carry float line at all times. Training given to guides to ensure efficient rescue should the need arise. Ensure each student is at least 50cm away from canal edge at all times. Adult to child ratio will be low to ensure safety. Large classes will be divided into groups with appropriate numbers of helpers depending on age and ability of students. Guide to point out possible trip hazards near edge, such as mooring posts, ground anchors, etc. Advise never to stand with back to canal if less than 2m from edge		L
Wet surfaces – slips and falls	Adult/Child	Teachers will be instructed that students must wear sensible shoes / boots when they visit to do their own teacher risk assessment. No running or pushing. Health & Safety talk at the beginning of the session. If alighting the boat, students and staff should be instructed to hold the rail and mind the steps. An adult should supervise the movement of students on and off the boat at all times/		L
Inclement weather	Adult/Child	Health and safety briefing, added warning regards slippery surfaces. Assess conditions prior to departure from mill. Cancel visit to lock if area is deemed to be unsafe and slippery		L
River bank	Adult/Child	Warning notices and life belts should be maintained in good working order. Health & Safety talk at the beginning of the session		L

Operating the canal Lock, using a lock key	Adult/Child	<p>Only one student at a time to operate the lock key/paddle</p> <p>Strict one to one supervision of lock operation, clear instructions</p> <p>When opening lock gate, under instruction, ensure that all students are BEHIND the gate (away from the canal).</p> <p>When operating the lock gates ensure the students push using their backs and walk steadily backwards.</p> <p>Ensure no hands on paddle ratchets</p> <p>Assess each student's ability and behaviour before permitting to cross lock gates, if deemed unsafe disallow crossing or advise to cross canal by bridge.</p> <p>When crossing lock gates, ensure using both hands on handrails</p> <p>When closing lock gate, under instruction, ensure that all students are BEHIND the gate (away from the canal)</p> <p>Health &amp; Safety talk at the beginning of the session</p> <p>No running or pushing</p> <p>Large classes will be divided into groups with appropriate numbers of helpers depending on age and ability of students.</p> <p>Tutor /guide to carry lifesaving equipment (throwline, floatation device)</p>		L
Abuse from other canal path users	Adult/Child	<p>Child protection policy in place.</p> <p>Guide to ensure all students are aware of other canal path users</p> <p>Students must stay with the group.</p> <p>Guide to ensure any dogs in area are kept away from students where possible</p>		L

<b>REVIEWS:</b>		
<b>DATE OF REVIEW:</b> 20/08/2023	<b>REVIEWED BY:</b> PBo	<b>COMMENTS:</b>