



Student Activities Risk Assessment

Use this form for any event run by a Club or Society. Please complete this form **electronically** and return it to the Student Activities Manager (groups@susu.org) at least **3 full weeks** prior to the event. One form should be used for **each** project/event/activity.

Club/Society details	
Your contact name (individual):	JAMES BRADLEY
Your Club/Society (if applicable):	SUCP (CANOE POLO)
Soton email address: Jb33g13@soton.ac.uk	Phone number: 07903593185

About the event/activity	
Event title:	TASTER SESSION
Date(s) of event:	28/09/14
Start time: 10.45	Finish time: 12.00
Location of the activity: WELLBEING SWIMMING POOL	

Please describe the activity you are running

The taster session allows prospective members/players to experience the sport and being in a kayak. We will start by kitting out the players, showing them the equipment and safety procedures linked with the sport. We will then show them how to safely adjust their kayaks for ease of exit if capsized, and what to do in such an event. We will then get them on the water paddling around and progress onto some simple paddle strokes. Once this has been achieved, passing, dribbling and shooting with a ball will be introduced. The more competent being offered to play a quick game. During all these activities there will always be instructors/experienced players on the poolside and at LEAST one qualified instructor on the water.

RISK GRADING SYSTEM Identify from the list of categories listed in the column opposite which description best fits the risk you are assessing. Now look at the column below to determine the impact or possible impact. Reading down from the top row and across from the side row will give a risk score and a risk colour.	INSIGNIFICANT (1) No identifiable; Ill Health or Injury (emotional, psychological or physical) Property or other damage or No disruption to Service Finance Less than £100 (can be resolved at department level)	MINOR (2) Not permanent (Probably be resolved in one month) ; Ill Health or Injury (emotional, psychological or physical) Property or other damage and continuation of service Finance Less than £1,000 but greater than £100	MODERATE (3) Semi-permanent (likely to be resolved within one year) Ill Health or Injury (emotional, psychological or physical) Property or other damage or Restricted service. Local adverse publicity Finance Less than £10,000 but greater than £1,000	MAJOR (4) Permanent (Loss of function) ; Ill Health or Injury (emotional, psychological or physical) Property or other damage or Temporary Service closure National adverse publicity Finance Less than £100,000 but greater than £10,000	CATASTROPHIC (5) Death; Ill Health (emotional, psychological or physical) Property or other damage or Extended Service closure International adverse publicity Finance greater than £100,000
CERTAIN (5) This type of event will happen (and frequently)	5	10	15	20	25
HIGH PROBABILITY (4) This type of event may happen (50/50 chance)	4	8	12	16	20
POSSIBLE (3) This type of event may happen (occasionally)	3	6	9	12	15
UNLIKELY (2) This type of event is unlikely to happen (remote chance)	2	4	6	8	10
RARE (1) Cannot believe this type of event will happen (in the foreseeable future)	1	2	3	4	5

Hazards	Control Measures. (These can also be supported by documents such as policies and safe working practice)	Calculation of Risk (Likelihood x Severity = Overall Risk Rating)			Risk Acceptable?
		Likelihood	Severity	Overall Risk Rating	Y/N
Slipping on the poolside	Take care WALKING around the poolside	3	2	6	Y
Capsizing	Ensure all kayakers are competent and briefed in what to do in such an event. Paddlers must complete a capsize drill with a spray deck before being allowed to paddle on their own.	4	3	12	Y
Being hit by a paddle or ball	Rules on contact during the sport must be obeyed. Helmets, buoyancy aids and appropriate rashvest or t-shirts should be worn.	3	2	6	Y
Capsizing near the edge of the pool.	Rules on contact during the sport must be obeyed. Helmets are worn at all times. Less competent paddlers should avoid the sides during play.	3	3	9	Y
Collisions of boats	Rules on contact during the sport must be obeyed. Boats must be properly padded and adjusted before use.	5	2	10	Y
Paddler unconscious in the water	Helmets, buoyancy aids and rules of the game obeyed to avoid this eventuality. Instructors always on the water and off watching players, any dangerous play results in immediate expulsion from the session. Pool staff present as lifeguards	1	3	3	Y

Risk assessment reviewed by:

Reviewed by Activities Officer (Where appropriate)

Name	Click here to enter text.	Dated	Click here to enter text.	Next Review Date	Click here to enter text.
Comments/Observations Click here to enter text.					

SUSU Health and Safety Manager

Name	Click here to enter text.	Dated	Click here to enter text.	Next Review Date	Click here to enter text.
Comments/Observations Click here to enter text.					

