



RISK ASSESSMENT for Large Scale events including members of the public

Norwich canoe Club Sprint Regatta 26th August 2023

Risk assessment for all large-scale events involving attendance of other organisations and members of the general public.

Generic Control measures

1. Check the Public Liability Insurance is sufficient to cover the event

What are the hazards? (List <u>significant</u> hazards)	Who might be Harmed?	How they might be harmed	Control Measures	Done
Accident or injury to competitor or spectators or ill health event	Competitors and or spectators	Slip, trip, fall. Violence from member of public	Provision of First Aid facilities 1. At Whittlingham Boathouse 2. At Race Control 3. On board safety boat Provision of qualified First Aiders. Each First Aider will have communications. This will be via mobile phone or radio communications. Number of Race Control will be known by each first aider. Defibrillator is available by the front door of Whittlingham Boathouse Uneven or damaged surfaces where persons walk will be appropriately highlighted by means of a physical barrier or hazard tape to warn others of the risks.	



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		<p>Injury whilst portaging / entering and exiting the water</p>	<p>The safety briefing includes instruction to competitors to make them aware of the risks whilst portaging, entering /exiting the water. Competitors are warned of the risks from sharp objects and instructed to wear suitable footwear.</p> <p>A visual inspection of all portage entry / exit points will be carried out to remove so far as is reasonably practicable and sharp objects</p> <p>Participants are made aware of the potential for submerged objects, efforts will be made by race organisers to remove any potential hazards</p>	
		<p>Ill health event to spectator or competitor</p>	<p>All competitors are briefed to ensure that they declare any health concerns they may have prior to undertaking the event any declarations will be considered by the race officials to ensure suitable precautionary arrangements are put in place if possible. If any declaration of ill health cannot be suitably managed, the competitor will not be allowed to participate.</p>	
Weather	Competitors and Spectators	<p>Floods causing unsafe water conditions</p> <p>High winds making trees unsafe</p> <p>River or Lake bank flooding</p>	<ol style="list-style-type: none"> 1. The weather forecast will be checked prior to the commencement of the event and in the preceding days to ensure no inclement weather conditions are predicted – The committee will decide upon the suitability of continuing with the event 2. Risk assessment of any tree areas to be checked with Whitlingham Adventures 3. Tents, Caravans, mobile sales units and PA equipment must be made secure in high winds 4. Assessment of the spectator arrangements to ensure persons are kept away from river bank in flood conditions 	



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	Competitors	Suffering effects of cold or heat	<p>A formal safety briefing will take place for all competitors prior to the event - This will include the need for suitable dress and hydration</p> <ul style="list-style-type: none">• Hot weather - Sun glasses and sun protection and sufficient hydration.• Cold weather - keeping close to the bank on river and reminder to stay with the boat especially on large broad	
Fire	Competitors and spectators	Fire and Explosion	<p>Fire Risk Assessment has been undertaken by Whitlingham Boathouses – The FRA covers the building.</p> <p>No Smoking policy in WBH – No smoking whilst refueling boats – Smoking is only allowed in outside spaces</p> <p>Further Fire Risk control measures</p> <ol style="list-style-type: none">1. All petrol for boats to be stored in flammable storage containers2. Correct plastic fuel canisters to be used3. Boats to be refueled before the start of the event4. No refueling to take place whilst a boat is in motion5. Vendors selling hot food will be checked to ensure they have sufficient Firefighting facilities and suitable Fire Risk Assessments in place	
Crowd Control	Spectators	Lost children	<p>Marshalls will be provided to assist in the running of the event. Each Marshall will be fully briefed prior to the event. Each one will be easy to identify and will be wearing High Visibility clothing</p>	



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		Insufficient Marshalls / Untrained Marshalls	A minimum number of Marshalls is required. If insufficient Marshalls are not available the event cannot run Marshalls to be briefed prior to the event - Provided with; <ol style="list-style-type: none"> 1. Appropriate communications 2. Knowledge of First Aid arrangements. 3. Emergency Arrangements 4. Identifying clothing in a highly visible colour 	
Natural Hazards including pollen, dangerous plants cuts from thorns, Wasp & Bee nests, E.g. Skin rash from plants, bee sting resulting in anaphylactic shock	Members of Public, Spectators, Competitors	Being affected by a natural hazard such a giant Hogweed, Bees or wasp nest	This is a seasonal issue if necessary a Pre-event check of the area will be carried out to ensure it does not contain any natural hazards such as dangerous plants or wasp or bee nests. Any identified hazards are to be marked and taped to ensure no person can come into contact with the hazard	
		Hit by falling tree	Tree risk assessments are carried out by HK Countryside Management. This is carried out on behalf of. Norfolk County Council who are currently responsible for the Little and Great Broad (water only). Contact ghewitt.hk@outlook.com for further information	
Drowning and/or Infection from immersion in water	Competitors and Spectators	Falling from river bank or falling from kayak	Provision of powered safety boats at all times when competitors are on the water. These will be crewed by competent power boat operators who are able to affect water rescue for any person in the water. Power boat operators will wear appropriate buoyancy and PPE. Each boat will be provided with communications allowing boat crew and race control to communicate. Boat operators will be briefed prior	



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			<p>to the event regarding boat positions, maintaining safety of other water users and racers whilst undertaking rescue.</p> <p>It will be the responsibility of race control to stop or delay a race accordingly</p> <p>All competitors' boats will undergo a safety check prior to taking part. This process will ensure that each boat contains sufficient buoyancy to ensure the boat will remain afloat in the event of capsize. Any boat without sufficient buoyancy will not be able to compete.</p> <p>Competitors are required to wear buoyancy in accordance with British Canoeing race rules. This means that any person in division 7 to 9 must wear Buoyancy and any person under the age of 16.</p> <p>Any person immersed in water will be instructed to shower after. This is included in the pre-race briefing</p> <p>Spectators will watch the race from a place of safety. The places of safety will be identified prior to the race. They will be inspected by race officials and suitable arrangements will be put in place to ensure persons remain in a place of safety, and a suitable distance from the waters edge. We appreciate that children could be at a higher risk so all arrangements will ensure their needs are catered for.</p> <p>An inspection of the river / lake will take place to ensure it is suitable and stable. Sufficient barriers will be installed to keep spectators away from points of danger. Specifically Start and Finish points</p>	
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DO THE ABOVE CONTROL MEASURES ADEQUATELY REDUCE THE RISKS?

YES