



Risk Assessment Policy

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Contents

Introduction.....	4
1. Water Ski, Wakeboard and Inflatable Ride Guidelines	5
2. Surfing	11
3. Coasteering.....	16
4. Kayaking.....	20
Appendix.....	22

Introduction

The purpose of this document is to outline the risk assessments undertaken to minimise the risk of injuries from the activities undertaken by Point breaks as part of the duty of care to members of staff and clients.

Point Breaks takes safety very seriously. That is why all our instructors are fully trained qualified beach lifeguards with the Royal Life Saving Society. They are also qualified with the British Surfing Association, the British Water Ski Federation, have First Aid at Work certificates and are trained to very high standards. Point Breaks to date has a 100% safety records in its twelve-year history. Point Breaks is also an accredited surf school with the B.S.A. and surpasses all their recommendations. It is one of the few companies with level one, two and three surf coach qualifications

1. Water Ski, Wakeboard and Inflatable Ride Guidelines

First Time Skiers and Novices

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Bad Falls	The Skier	Possible	<ul style="list-style-type: none"> • Ensure skier is trained at the level at which s/he is skiing • Ensure the skier is trained how to fall in a way that lessens injury • Ensure the skier is aware of protective equipment 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Insist on protective equipment when a • skier is moving up to more advanced levels.
Hitting Stationary Objects (e.g. Bank)	The Skier	Possible	<ul style="list-style-type: none"> • Ensure boat driver is diligent to dangers and through good driving helps the skier to avoid these objects. • Ensure driver does not allow skier to get "on the whip" outside the boat wake and stops or slows down if this starts to occur. • Ensure skier is, through training, able to control skis and is aware of dangers. • Ensure skier is trained to avoid stationery objects 	<ul style="list-style-type: none"> • Allow only drivers with SBDA to drive for skiers. • Make sure drivers aware of necessary actions to assist skiers who get outside the boat wake. • Ensure each level of competency is attained before advancing. • Reconfirm skiers awareness of the dangers of stationery objects
Exhaustion or Hypothermia	The Skier	Improbable	<ul style="list-style-type: none"> • Boat driver would recognise early signs of hypothermia and initiate rescue. • Warm dry environment is always available. • Full -length winter wet suits provided as standard together with boots & gloves if required. 	<ul style="list-style-type: none"> • Ensure boat drivers are SBDA trained and have valid First Aid Certificate. • Ensure facilities are available during training sessions. • Wet suit quality checked on a regular basis.

Slalom Skiing

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Bad Falls	The Skier	Probable	<ul style="list-style-type: none"> • Ensure skier is trained at the level at which s/he is skiing • Ensure the skier is trained how to fall in a way that lessens injury • Ensure the skier is aware of protective equipment 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Insist on protective equipment when a skier is moving up to more advanced levels.
Concussion	The Skier	Possible	<ul style="list-style-type: none"> • Ensure skier is trained at the level at which s/he is skiing • Ensure the skier is trained how to fall in a way that lessens injury • The boat driver and/or observer must be trained in first Aid 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Ensure First Aid certificates are kept current.
Broken Bones	The Skier	Remote	<ul style="list-style-type: none"> • Ensure skier is trained at the level at which s/he is skiing • Ensure the skier is trained how to fall in a way that lessens injury • The boat driver and/or observer must be trained in first Aid 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Ensure First Aid certificates are kept current.
Hitting Stationery Objects e.g. bank	The Skier	Remote	<ul style="list-style-type: none"> • Ensure boat driver is diligent to dangers and through good driving helps the skier to avoid these objects. • Ensure skier is, through training, able to control skis and is aware of dangers. • Ensure skier is trained to avoid stationery objects 	<ul style="list-style-type: none"> • Allow only drivers with SBDA to drive for skiers. • Ensure each level of competency is attained before advancing. • Reconfirm skiers awareness of the dangers of stationery objects

Wakeboarding/Kneeboarding

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Bad Falls	The Skier	Possible	<ul style="list-style-type: none"> • Ensure skier is trained at the level at which s/he is skiing • Ensure the skier is trained how to fall in a way that lessens injury • Ensure the skier is aware of protective equipment 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Insist on protective equipment when a skier is moving up to more advanced levels.
Hitting Stationery Objects e.g. bank	The Skier	Remote	<ul style="list-style-type: none"> • Ensure boat driver is diligent to dangers and through good driving helps the skier to avoid these objects. • Ensure skier is, through training, able to control skis and is aware of dangers. • Ensure skier is trained to avoid stationery objects 	<ul style="list-style-type: none"> • Allow only drivers with SBDA to drive for skiers. • Ensure each level of competency is attained before advancing. • Reconfirm skiers awareness of the dangers of stationery objects,

Inflatable Rides

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Bad Falls	The Rider	Possible	<ul style="list-style-type: none"> • Ensure Rider is trained at the level at which s/he is Riding • Ensure the Rider is trained how to fall in a way that lessens injury • Ensure the Rider is aware of protective equipment • Recommended speed guidelines for inflatable will not be exceeded 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury.
Hitting Stationery Objects e.g. bank	The Rider	Remote	<ul style="list-style-type: none"> • Ensure boat driver is diligent to dangers and through good driving helps the Rider to avoid these objects. • Ensure Rider is, through training and is aware of dangers. • Ensure Rider is trained to avoid stationery objects • Recommended speed guidelines for inflatable will not be exceeded 	<ul style="list-style-type: none"> • Allow only drivers with SBDA to drive for Riders. • Ensure each level of competency is attained before advancing. • Reconfirm Riders awareness of the dangers of stationery objects
Exhaustion or Hypothermia	The Rider	Improbable	<ul style="list-style-type: none"> • Boat driver would recognise early signs of hypothermia and initiate rescue. • Warm dry environment is always available. Full length winter wet suits provided as standard including gloves and boots if required 	<ul style="list-style-type: none"> • Ensure boat drivers are SBDA trained and have valid First Aid Certificate. • Ensure facilities are available during training sessions. • Wet suit quality checked on a regular basis.
Concussion	The Rider	Possible	<ul style="list-style-type: none"> • Ensure Rider is trained at the level at which s/he is Riding • Ensure the Rider is trained how to fall in a way that lessens injury • The boat driver and/or observer must be trained in First Aid • Recommended speed guidelines for inflatable will not be exceeded 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Ensure First Aid certificates are kept current.
Broken Bones	The Rider	Remote	<ul style="list-style-type: none"> • Ensure Rider is trained at the level at which s/he is Riding • Ensure the Rider is trained how to fall in a way that lessens injury • The boat driver and/or observer must be trained in First Aid 	<ul style="list-style-type: none"> • Ensure each level of competency is attained before advancing. • Reconfirm on a regular basis the skier's awareness of how to fall to lessen injury. • Ensure First Aid certificates are kept current.

Boat Winch

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Trapped fingers	All authorised winch staff	Remote	<ul style="list-style-type: none"> Ensure non-authorized users are kept out of winch room. Ensure users are trained in the use of the winch 	<ul style="list-style-type: none"> Inform visitors this area is out of bounds. Proprietor or other authorised personnel to train all new
Cable recoil injuries	All authorised winch staff	Improbable	<ul style="list-style-type: none"> Ensure staff carry out regular inspections of cables. Ensure users are trained in the use of the winch 	<ul style="list-style-type: none"> Reconfirm the need to inspect cables and report any damage. Proprietor or other authorised personnel to train all new staff.
Being hit by boat that is being lowered	All	Remote	<ul style="list-style-type: none"> Ensure staff advise visitors and other staff boat is to be lowered. 	<ul style="list-style-type: none"> Reconfirm the need to warn people the boat is about to be lowered.

Boat refuelling

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Fire/ Explosion	All	Improbable	<ul style="list-style-type: none"> Ensure all persons keep away from the petrol tank with naked flames. Ensure warning signs are clearly visible on petrol cage. Ensure staff are properly trained in the boat refuelling procedures. 	<ul style="list-style-type: none"> Reconfirm with staff the need to advise visitors to keep away from the tank. Check signage regularly. Replace signs if necessary. Ensure all users are trained and receive regular refresher tests.

Boat driving

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Falling from boat	The driver The observer	Improbable Remote	<ul style="list-style-type: none"> Driver must remain seated in the boat at all times. Observer must remain seated at all times. 	<ul style="list-style-type: none"> Reconfirm the need for the driver to remain seated Driver is responsible for the observer and must not move off until s/he is seated.
Being hit by ski handle due to rope recoil	The driver/The observer	Possible	<ul style="list-style-type: none"> Driver must be aware of possible recoil and take avoiding action Fit recoil tubes to the rope 	<ul style="list-style-type: none"> Reconfirm awareness of driver Check regularly that the tubes are correctly fitted.

Miscellaneous

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Drowning	The skier	Improbable	<ul style="list-style-type: none"> Boat driver would be able to initiate rescue from the boat Whilst skiers are progressing up to a higher level ensure buoyancy aid and wetsuits are worn. 	<ul style="list-style-type: none"> Ensure boat drivers are SBDA trained and have valid First Aid Certificate. Ensure skiers are competent at each level before moving up.
Hypothermia	The skier	Improbable	<ul style="list-style-type: none"> Boat driver would recognise early signs of hypothermia and initiate rescue. Warm dry environment is always available. Full length winter wet suits provided as standard 	<ul style="list-style-type: none"> Ensure boat drivers are SBDA trained and have valid First Aid Certificate. Ensure facilities are available during training sessions. Wet suit quality checked on a seasonal basis.
Sun Burn	The skier / observer /The driver	Possible	<ul style="list-style-type: none"> Factor 30 water resistant sun creams provided for all skiers/riders and staff. 	<ul style="list-style-type: none"> Only sun cream used that is within date, which is checked prior to use.

2. Surfing

The Hazard	Who might be harmed	Possibility of Risk	Measures to control risk	Review Procedures
Drowning	The surfer	Improbable	<ul style="list-style-type: none"> Instructor would be able to initiate rescue from the sea. Rescue boards are always available either on the waters edge or with the instructor in the water. 	<ul style="list-style-type: none"> Ensure instructors are BSA trained and have a valid Beach Lifeguard qualification.
Hypothermia	The surfer	Remote	<ul style="list-style-type: none"> Instructor would recognise early signs of hypothermia and initiate rescue. Warm dry environment is always available. Winter wetsuits worn at all times whilst in the water with boots and clothes available if required. 	<ul style="list-style-type: none"> Ensure instructors are BSA trained and have a valid Beach Lifeguard qualification. Ensure facilities are available during training sessions. Ensure wetsuits are checked on a regular basis
Rip currents	The surfer/ Instructor	Remote	<ul style="list-style-type: none"> Instructors would be aware of local conditions and surfers are watched closely to and moved if they are in danger of drifting. If advice from instructors are ignored the surfer will be escorted from the water. One instructor will teach no more than 10 people. In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions where the surf is large, beginners lesson will be cancelled. 	<ul style="list-style-type: none"> Review instructor's knowledge of local conditions. Review conditions and clients ability prior to surf lesson.
Rocks and Sand banks	The surfer/ Instructor	Remote	<ul style="list-style-type: none"> Instructors would be aware of local conditions and surfers are watched closely to and moved if they are in danger of drifting. If advice from instructors are ignored the surfer will be escorted from the water. One instructor will teach no more than 10 people. In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions where the surf is large, beginners lesson will be 	<ul style="list-style-type: none"> Review instructor's knowledge of local conditions. Review conditions and clients ability prior to surf lesson.

Collisions	The surfer Instructor	Possible	<ul style="list-style-type: none"> • One instructor will teach no more than 10 people. • For beginners soft boards are used and lessons include tuition on how to handle the board safely. • For intermediates boards used have soft tops and hard bottoms and will be only used with clients who have surfed and have competent board handling skills • Instructor would be able to initiate rescue from the sea. 	<ul style="list-style-type: none"> • Ensure sufficient instructors available to cover number of clients. • Board handling lessons given prior to entry into the water. • Intermediate level surfers ability determined prior to use of boards. • Ensure instructors are BSA trained and have a valid Beach lifeguard qualification.
Weaver Fish stings	The surfer Instructor	Possible	<ul style="list-style-type: none"> • Wetsuit boots offered to minimise risk • Instructor would be able to initiate rescue from the sea. • Full first aid kit always available together with mobile phone. • Safety signals and call sounds are taught to clients at every lesson. (See Appendix). 	<ul style="list-style-type: none"> • Boots offered to all clients • Ensure instructors are BSA trained and have a valid Beach lifeguard qualification. • Check first aid kit regularly • Safety signals are reviewed regularly and instructors aware of any changes
Sun Burn	The surfer/ The Instructor	Possible	<ul style="list-style-type: none"> • Factor 30 water resistant sun creams provided for all clients and staff. 	<ul style="list-style-type: none"> • Only sun cream used that is within date, which is checked prior to use.
Croyde Bay				
Rocks on Right hand Side	The surfer/ The Instructor	Possible	<ul style="list-style-type: none"> • Lessons to begin a safe distance from the rocks. • Instructor to view tide and current to consider tidal movement • If advice from instructors are ignored the surfer will be escorted from the water. 	<ul style="list-style-type: none"> • Review at low tide to identify potential hazards on a regular basis.
Rocks on Left hand Side	The surfer/ The Instructor	Possible	<ul style="list-style-type: none"> • Lessons to begin a safe distance from the rocks. • Instructor to view tide and current to consider tidal movement • If advice from instructors are ignored the surfer will be 	<ul style="list-style-type: none"> • Review at low tide to identify potential hazards on a regular basis.

			escorted from the water.	
Strong Rip Tides	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> • Instructor to view tide and current to consider tidal movement prior to lesson (Especially at low tide) • Clients to be kept out of strong Rip tides • If advice from instructors are ignored the surfer will be escorted from the water. • One instructor will teach no more than 10 people • In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions • where the surf is large, beginners lesson will be cancelled. • Avoid area by the rocks and areas where stronger rips prevalent 	<ul style="list-style-type: none"> • Each instructor to review potential rip currents on a regular basis • Clients ability to be known prior to lesson
Large uneven sand banks on sea bed	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> • Instructors would be aware of local conditions and surfers are watched closely to and moved if they are in danger of drifting. • Instructors to advise clients to be aware of the uneven seabed • If advice from instructors are ignored the surfer will be escorted from the water. • One instructor will teach no more than 10 people. • In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions where the surf is large, beginners lesson will be cancelled. 	<ul style="list-style-type: none"> • Review at low tide to identify potential hazards on a regular basis.
Area of rocks by headland sometimes not covered by sand	The surfer/The Instructor	Remote	<ul style="list-style-type: none"> • Instructors would be aware of local conditions and surfers are watched closely to and moved if they are in danger of drifting. • If advice from instructors are ignored the surfer will be escorted from the water. 	<ul style="list-style-type: none"> • Review at low tide to identify potential hazards on a regular basis.
Uneven Path Over Rocks to the beach	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> • Instructor to advise clients of the route to take through to the beach. • Instructor to take the lead going down to the sand • Where necessary clients to pair up carrying surfboards. 	<ul style="list-style-type: none"> • Instructor to be aware of the safest route to the beach. • Boots offered to all clients

Accident Crossing Roads	The surfer/The Instructor	Remote	<ul style="list-style-type: none"> All surfers will group together prior to crossing the road. The lead instructor will check the road is safe for the entire group to cross. Parking in areas where there is a need to cross a road will only be done as a last resort. 	<ul style="list-style-type: none"> Review parking areas to establish areas where road crossing is not required.
Risk of Collisions in high season.	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> Instructor to review sea prior to lesson to decide safest area for surfing taking into account surf conditions and areas of crowding. One instructor will teach no more than 10 people. For beginners soft boards are used and lessons include tuition on how to handle the board safely. For intermediates boards used have soft tops and hard bottoms and will be only used with clients who have surfed and have competent board handling skills Instructor would be able to initiate rescue from the sea. 	<ul style="list-style-type: none"> Ensure sufficient instructors available to cover number of clients. Board handling lessons given prior to entry into the water. Intermediate level surfers ability determined prior to use of boards. Ensure instructors are BSA trained and have a valid Beach lifeguard qualification.
Dumping waves at low tide.	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> Instructors would be aware of local conditions and surfers are watched closely to and moved if they are in danger of drifting. Instructors to advise clients to be aware dumping dangers at low tide. If advice from instructors are ignored the surfer will be escorted from the water. One instructor will teach no more than 10 people. In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions where the surf is large, beginners lesson will be cancelled. 	<ul style="list-style-type: none"> Review at low tide to identify potential hazards on a regular basis.
Putsborough				
Rocks on Left hand Side	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> Lessons to begin a safe distance from the rocks. Instructor to view tide and current to consider tidal movement (especially in terms of rip current). If advice from instructors are ignored the surfer will be escorted from the water. 	<ul style="list-style-type: none"> Review at low tide to identify potential hazards on a regular basis.
Rip Tides towards	The surfer/The	Possible	<ul style="list-style-type: none"> Instructor to view tide and current to consider tidal movement prior to lesson. 	<ul style="list-style-type: none"> Each instructor to review potential rip currents on a regular basis

rocks	Instructor		<ul style="list-style-type: none"> • Clients to be kept out of strong Rip tides • If advice from instructors are ignored the surfer will be escorted from the water. • One instructor will teach no more than 10 people. • In large conditions another venue will be chosen suitable to the clients ability. In extreme conditions where the surf is large, beginners lesson will be cancelled. • Avoid area by the rocks and areas where stronger rips prevalent 	<ul style="list-style-type: none"> • Clients ability to be known prior to lesson
Rip Tides running cross shore towards Woolacombe	The surfer/The Instructor	Possible	<ul style="list-style-type: none"> • Instructor to view tide and current to consider tidal movement prior to lesson • Clients to be kept out of strong Rip tides • If advice from instructors are ignored the surfer will be escorted from the water. • One instructor will teach no more than 10 people. • In large conditions another venue will be chosen suitable to the clients ability. • In extreme conditions where the surf is large, beginners lesson will be cancelled. • Avoid area where stronger rips prevalent 	<ul style="list-style-type: none"> • Each instructor to review potential rip currents on a regular basis • Clients ability to be known prior to lesson

3. Coasteering

The Hazard	Who Might be harmed	Possibility of risk	Measure to control risk	Review procedures
Watermouth Cove and General.				
Car Park, Moving Vehicles	Clients, Instructors	Remote	<ul style="list-style-type: none"> Choose safe changing area, preferably on beach area if the tide allows. 	Instructors to supervise changing and observe moving vehicles and warn as appropriate.
Changing into wetsuits. Falls, strains	Clients	Remote	<ul style="list-style-type: none"> Help those getting changes and supervise in correct techniques for putting on equipment. Size wetsuits appropriately. 	Continued observance by instructors.
Approaching the venue. Trips slips, Falls	Clients, Instructors	Possible	<ul style="list-style-type: none"> Appropriate route choice away from steep sides and heavily eroded areas. First aid kit to be carried. 	Instructor to review routes taken on a regular basis. Instructor to choose safe route each time.
Scrambling down cliff to start point. Slips, trips, falls.	Clients, Instructors	Possible	<ul style="list-style-type: none"> Correct technique given during brief. Good demonstration given. Clients to follow instructors route. Clients instructed to face cliff in steep sections. 	Review route taken down and adjust for weather conditions/wet ground.
Scrambling up and across cliffs. Trips slips, Falls	Clients, Instructors	Possible	<ul style="list-style-type: none"> Correct technique given during brief – 3 points of contact.. Good demonstration given. No traverse to be over 3m high. All to be above deep water 	Review common routes taken.

Entering water, submerged objects, water impact. Cuts, bruises, sprains, broken bones, Concussion.	Clients, Instructors		<ul style="list-style-type: none"> • Full safety equipment worn at all times. • Covered in brief/ good demonstration. • Instructor to check area first. • Instructor suitably experienced, to judge nature of conditions. • Technique covered in brief. • Good demonstration. • Instructor to check jump depth first and demonstrate technique. Instructor to know the tide heights and times. • Clients not to be forced to jump. • Only one client entering at one time • One instructor to be positioned at jumping in point one instructor to be positioned in the water showing where the client is to jump to. 	Review tide times and heights and instructors share knowledge of different areas of entry.
Panic, cold water shock	Clients	Possible	<ul style="list-style-type: none"> • Reassure, warn about cold water initially. 	Share calming techniques.
Swimming, rip currents, large waves,	Clients, Instructors	Likely	<ul style="list-style-type: none"> • Full weather & sea report obtained. • Sea conditions to be continuously monitored and judged according to group's ability. • Only short open water swims of around 20m to take place. • All instructors to be fully qualified lifeguards and remain strong swimmers. • Throw lines carried, always 2 staff always present. 	Review all instructors knowledge of local conditions.
Climbing from water to rock. Cuts, Bruises	Clients, Instructors	Likely	<ul style="list-style-type: none"> • Technique covered in brief. • Good demonstration given. • Conditions constantly monitored and routes altered accordingly. • Instructor to make sure full safety gear is worn at all times. 	Review water exit point to ensure most protected sites and easy exit.
Moving Across rocks, slips, trips, falls, cuts,	Clients, Instructors	Likely	<ul style="list-style-type: none"> • Technique covered in brief. • Clients warned by instructors of specific areas of hazard eg slippery rock. 	Review routes taken and instructors to flag up any trouble spots to be

bruises, broken bones.			<ul style="list-style-type: none"> • Good demonstration given. • Conditions constantly monitored and routes altered accordingly. • Instructor to make sure full safety gear is worn at all times. 	avoided.
Cave, Claustrophobia.	Clients, Instructors	Possible	<ul style="list-style-type: none"> • Clients warned before entering cave of the conditions. • Instructors to give option of another route. • Instructors to keep talking and reassuring clients. 	Share best techniques for moving through cave area.
Rock Fall	Clients, Instructors	Improbable	<ul style="list-style-type: none"> • Helmets to be worn and kept on at all times. 	Check helmets before each session to ensure good condition.
Foot Entrapment	Clients, Instructors	Improbable	<ul style="list-style-type: none"> • Watch out for potential areas of submerged rocks • Warn Clients of such areas. 	Share instructor knowledge.
General group management	Clients	Possible	<ul style="list-style-type: none"> • Instructors to keep the groups together as one unit and communicate between each other and the clients to make sure that everyone is comfortable and following the guidelines • Maintain sight of all group members at all times. 	Group management training given if needed.
Horse Play leading to slips, trips, falls.	Clients, Instructors	Possible	<ul style="list-style-type: none"> • Groups to be warned about serious nature of activity. Before booking activity and during brief. • Activity to be cut short or route changed if inappropriate behaviour continues. 	Ensure all instructors are comfortable with keeping control of their groups – offer advice or team up instructors appropriately.
Drowning	Clients, Instructors	Improbable	<ul style="list-style-type: none"> • Instructor would be able to initiate rescue from the sea. • Throw lines to be carried. • 	Ensure instructors have a valid Beach Lifeguard qualification.
Hypothermia	Clients, Instructors	Remote	<ul style="list-style-type: none"> • Instructor would recognise early signs of hypothermia and initiate rescue. • Warm dry environment is always available. • Winter wetsuits worn at all times whilst in the water with boots and clothes available if required. 	Ensure instructors have a valid Beach Lifeguard qualification. Ensure facilities are available during training sessions. Ensure wetsuits are checked on a regular basis

Existing Medical Conditions. Eg Diabetes, Epilepsy.	Clients, Instructors	Likely	<ul style="list-style-type: none"> All clients to disclose any conditions when booking. Instructor to re-emphasise in brief. Water proof container & bag used to allow medication to be carried. 	Update instructor knowledge on treatment of common conditions.
Sunburn, Heat Exhaustion.	Clients, Instructors	Possible	<ul style="list-style-type: none"> Full 5-4-3 wetsuits worn to protect from sun, can be unzipped at the rear to facilitate cooling. Sunscreen carried in vehicle and offered to clients. Drinking water carried in vehicle. Weather conditions checked prior to activity. Group regularly asked how they are and observed. 	Renew sunscreen yearly.
Baggy Point.				
Car Park Area, vehicle movement	Clients, Instructors	Improbable	<ul style="list-style-type: none"> Busy public car park Choose changing area on grass away from traffic flow 	
Road to start point. Vehicle movement	Clients, Instructors	Improbable	<ul style="list-style-type: none"> Instructors to manage group, one at the front one at the rear. Note and warn of any vehicle movement. 	
Sharp Rocks, foot injury	Clients, Instructors	Possible	<ul style="list-style-type: none"> Discourage wetsuit boots and warn clients at point of booking to bring sturdy appropriate footwear. Instructor to choose most comfortable route. 	Amass a supply of trainers each year to supply clients if necessary.
Cliff pathway exit point.	Clients, Instructors	Improbable	<ul style="list-style-type: none"> Tired clients to be watched by instructors and instructors to top and tail the group returning to car park. 	

4. Kayaking

The Hazard	Who might be harmed	Possibility of risk	Measures to control risk	Review Procedures
<p>Sites Used – Croyde Bay , Baggly Point, Putsborough, Watermouth Cove, Lee Bay.</p> <ul style="list-style-type: none"> All these sites with the exception of Lee Bay have been covered in the surfing and coasteering sections of this document. Please refer to the above sections for the site specific hazards for each location. Below follows a list of Kayaking specific Hazards and specific hazards for Lee Bay. 				
Carrying Kayak to water	Clients Instructors	Remote	<ul style="list-style-type: none"> Pair up clients Instruct them in safe carrying techniques Instruct to take a rest at regular intervals 	Look at buying lighter craft.
Kayak flipping	Clients, Instructors	Probable	<ul style="list-style-type: none"> Safety brief to cover paddling techniques and how to paddle safely and techniques to deal with waves. Clients to wear buoyancy aids Clients instructed to cover their heads when craft flips. Clients instructed on technique to re-enter craft. 	Look at possibility of making helmets a requirement.
Paddle Injury to each other	Clients, Instructors	Possible	<ul style="list-style-type: none"> Instructor to regulate horseplay and stop any dangerous behaviour. 	Instructor training
Exhaustion	Clients	Possible	<ul style="list-style-type: none"> Instructor to have facility to tow another craft to a point of safety. High energy food and drink available to instructor. 	Purchase double kayak for weaker clients. Keep food and drink stocked.
Ocean Currents, wind, tidal movement.	Clients, Instructors	Likely	<ul style="list-style-type: none"> Instructor to note how tidal movements, wind and ocean currents are affecting the group and make suitable provisions to alter route accordingly. Instructor to judge the return route taking into account the conditions 	Compile information on each location and the local conditions in relations to tide and wind.
Drowning	Clients, Instructors	Improbable	<ul style="list-style-type: none"> Instructor would be able to initiate rescue from the sea. Throw lines to be carried 	Ensure instructors have a valid Beach Lifeguard qualification.
Hypothermia	Clients, Instructors	Remote	<ul style="list-style-type: none"> Instructor would recognise early signs of hypothermia and initiate rescue. 	Ensure instructors have a valid Beach Lifeguard qualification.

			<ul style="list-style-type: none"> • Warm dry environment is always available. • Winter wetsuits worn at all times whilst in the water with boots and clothes available if required. 	<p>Ensure facilities are available during training sessions. Ensure wetsuits are checked on a regular basis</p>
Existing Medical Conditions. Eg Diabetes, Epilepsy.	Clients, Instructors	Likely	<ul style="list-style-type: none"> • All clients to disclose any conditions when booking. • Instructor to re-emphasise in brief. • Water proof container & bag used to allow medication to be carried. 	Update instructor knowledge on treatment of common conditions.
Sunburn, Heat Exhaustion.	Clients, Instructors	Possible	<ul style="list-style-type: none"> • Full 5-4-3 wetsuits worn to protect from sun, can be unzipped at the rear to facilitate cooling. • Sunscreen carried in vehicle and offered to clients. • Drinking water carried in vehicle. • Weather conditions checked prior to activity. • Group regularly asked how they are and observed. 	Renew sunscreen yearly.
Lee Bay				
Car Park Area, vehicle movement	Clients, Instructors	Improbable	<ul style="list-style-type: none"> • Public car park • Choose changing area on grass away from traffic flow 	
Crossing Road to start point. Vehicle movement	Clients, Instructors	Improbable	<ul style="list-style-type: none"> • Instructors to manage group, one at the front one at the rear. Note and warn of any vehicle movement. 	
Sharp Rocks, foot injury	Clients, Instructors	Possible	<ul style="list-style-type: none"> • Supply wetsuit boots and Instructor to choose most comfortable route. 	

Appendix

Type	Plan
Emergency Action Plan – general	<p>In Case of Emergency Instructors will:</p> <ol style="list-style-type: none"> 1) Blast whistle or hooting sound – 3x long blasts/hoots to gain pupils attention 2) Raise one arm (either arm) straight in the air with clenched fist. This is the emergency signal for all Pont Breaks activities 3) Point towards the shore 3 times to show pupils must return to shore immediately or shout instructions as for coasteering or kayaking. 4) Pupils must wait on the shore or safe place for further instruction. 5) Instructors will deal with incident as appropriate, taking all necessary action.
Emergency action Plan – Pupils	<p>If Clients need help or urgent attention:</p> <ol style="list-style-type: none"> 1) Raise one arm straight into the air (either arm) with fist clenched. (or use paddle when kayaking) 2) An instructor will be with you as a matter of urgency. 3) Tell your instructor the cause of your distress. 4) Your instructor will assist you and take all necessary action.
Emergency Action plan - Instructors	<p>If the instructor needs help or urgent attention:</p> <p>ALL PARTICIPANTS IN THE GROUP MUST REMOVE THEMSELVES FROM THE SEA AND GATHER AT THE WATERS EDGE IN A SAFE, OR FIND A SAFE SECURE POSITION. THEN CARRY OUT OF THE FOLLOWING:</p> <ol style="list-style-type: none"> 1) If on a life guarded beach, seek assistance from a lifeguard on duty. 2) If there is no lifeguard seek assistance from another instructor or appropriate person on the beach or in the vicinity. 3) If under 18 years go with a “buddy” to seek help in either 1) or 2). 4) In addition remember that First Aids kits and mobile phone are either on the beach or in the instructors backpack or in the van as allocated before the start of the activity.