

# Risk Assessment for Dixons Broadgreen Academy School Pool



<b>Liverpool Canoe Club</b> <b>Date of Risk Assessment: 16/4/25</b>		<b>Name of Risk Assessor: Keith Steer</b>		<b>Review Date:</b> Reviewed annually and as required by the club safety officer. (eg following any reported Incidents)	
What are the hazards?	Who might be harmed?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?
1. Supervision	All coaches / Sheltered water leaders	<p>The club is to ensure that a named coach, officer or experienced member will be in overall charge of a club session and be responsible for all the paddling activities and conduct of participants. She / He will remain at the pool throughout the session unless replaced by another suitably approved person.</p> <p>The official in charge of the session will supervise by either standing in the water or on the poolside but will have an overview of the whole pool. Adults working with small groups of juniors will supervise standing in the water, or with advanced groups may coach from a kayak or the side.</p> <p>They will organise the session in accordance with Paddle UK current guidelines as to supervision ratios and number of participants.</p> <p>The maximum number of juniors is 12 per session. There will always be at least 2 coaches, officers or experienced members. These adults will have filled in a club self-declaration to work with children form.</p>	<p>The named coach, officer or official will ensure that the juniors know that:</p> <p>1 whistle means stop, look and listen,</p> <p>2 whistles mean get straight out of the water and sit on the edge.</p> <p>Juniors only get in the water when an adult leader is already in the water and asks them to get in.</p>	Session leader (as identified on the club calendar)	Before the session is approved and made visible to members on the calendar

2. Drowning	Coaches, leaders and Juniors	<p>Juniors will be coached to practise safe capsizing and exiting of boats.</p> <p>In group work, 2-6 juniors will work with an adult leader.</p>	<p>Canoeing in the pool is always a group activity, so there will always be other canoeists/club officials immediately available to help rescue anyone in danger.</p> <p>Minimum of 3 controlled capsizes with spray decks in place to demonstrate safe use of a spray deck.</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
3. Drowning	Coaches / Leaders  Swimmers	<p>There will always be at least 2 coaches, officers or experienced members.</p> <p>Swimming as a general warm-up will happen in the first 5 minutes of a session. After this, general swimming is not allowed while canoeing is taking place. If helpers wish to assess newcomers' water confidence or swimming ability, this should be done in an organised manner at the very start of a session before boats are allowed onto the water.</p>	<p>A First Aider will be on hand throughout each session.</p> <p>Trip hazards along the poolside must be minimised (see section 5).</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
4. Head / Body Injury	All participants	<p>The shallow end should be used for coaching groups of younger or less experienced paddlers.</p> <p>Coaches, officers or experienced members should position themselves at the front of the kayak where possible.</p>	<p>The designated overseeing official should ensure safe practice for all club members.</p> <p>Paddlers should always be aware of the possibility of capsizes and need to watch for such to avoid collision with anyone in the water.</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
5. Boat numbers	Coaches, officers or experienced members.	The pool can safely accommodate up to 12 kayaks.	Reference: The Canoeist and the Swimming Pool – Guidance to Authorities and Pool Managers	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session

6. Boats / Manual Handling	All Coaches, Leaders, Juniors and Parents	<p>Unused boats during the session should be carefully placed to allow clear access along the poolside.</p> <p>All juniors, coaches and leaders are to wear appropriate clothing i.e. shorts and a t-shirt.</p> <p>Use of canoeing clothing e.g. Spray decks, Buoyancy Aids, towing lines, long trousers etc is permitted to allow realistic training while in the pool.</p>	<p>Continual monitoring by all leaders.</p> <p>Boats are only to be taken off the racks by adults.</p> <p>All boats should be stored safely.</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
7. First Aid / Injuries	All Members	<p>Canoeing is an "assumed risk sport". All paddlers MUST be members of the club and parents will have signed a disclaimer and declared any medical conditions thought to affect their child/ren's ability to participate in paddlesport.</p>	<p>LCC Coaches and experienced paddlers will use their experience and specialist skills to deal with any paddling-related emergency that may arise through the use of the pool complex.</p> <p>A first aid kit is available at the school to use if necessary.</p> <p>All injuries should be entered into the club's accident book and reported to the Caretaker or supervisor at the pool.</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
8. Contamination of Pool Water	Coaches, leaders and adult helpers	<p>All canoes must be clean and in a good state of repair. Club Coaches and members will ensure that pre-cleansing of the canoes takes place following the use of canoes in rivers/sea.</p> <p>They are to be stored carefully on the poolside to allow easy movement along the poolside by all users.</p>	Reference: The Canoeist and the Swimming Pool – Guidance to Authorities and Pool Managers	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session
9. Evacuation	All Coaches, Leaders, Juniors and Parents	Coaches and leaders should help in the event of any emergency evacuation of the pool.	<p>The Centre Evacuation Plan and Emergency Procedures should be made available to club officials and coaches.</p> <p>The evacuation plan is to go out of the fire exit and to muster in the car park area.</p> <p>All directions from Staff should be followed during an emergency.</p>	Session leader <b>and group leaders</b> (as identified on the club calendar)	Before and during the session

10. Changing rooms	All Coaches, Leaders, Juniors and Parents	<p><b>Paddlers aged 8 and above are to use the correct changing rooms for their sex.</b></p> <p>Paddlers under 8 should be supervised by a parent in the changing rooms. If a Mum is supervising a child under 8 (a girl or boy), they should be in the girls' changing room. If a dad is supervising a child under 8 (a girl or boy), they should be in the boys' changing room.</p> <p><b>Mobile phones should NOT be used in the changing rooms.</b></p>	<p>All new paddlers to be informed of this procedure before their first session.</p> <p>Reference:  <a href="https://www.britishcanoeing.org.uk/uploads/documents/G28-Changing-Room-Guidance-270716.pdf">https://www.britishcanoeing.org.uk/uploads/documents/G28-Changing-Room-Guidance-270716.pdf</a>   <a href="https://thecpsu.org.uk/media/446137/safe-use-changing-facilities-2022.pdf">https://thecpsu.org.uk/media/446137/safe-use-changing-facilities-2022.pdf</a> </p>	Session leader <b>and</b> group leaders (as identified on the club calendar)	Before and during the session
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