

# RISK ASSESSMENT SAILOUTS AND CRUISES



Name of Assessor: \_\_\_\_\_

Assessor's Signature: \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Activity / Process / Operation	What are the Hazards to Health and Safety	What Risks do they pose?	Who is at risk?	What precaution(s) have / should be taken to reduce the risk?	Risk Level ? ( Very high / High / Medium / Low / Very Low )	What further action(s) should be taken on escalation or resolution of the risk?
General boating	Tripping or falling into the canal from the boat	Entering the canal water	Club members Young persons Responsible adults Crew of the boat Visitors	All boats are to be kept tidy (to prevent trips and falls on the boat).  When walking along the mooring area / towpath at night, a torch is used at all times.  Watch out for unexpected drops in the level of the bank.	Medium / Low	Anti-slip deck shoes could be worn when onboard to prevent slips in wet conditions.  Jumping off the boat whilst it is mooring should be avoided.
General boating	Entering the canal water	Drowning	Club members Young persons Responsible adults Crew of the boat Visitors	Young persons are briefed prior to the event about safety precautions, behaviour, etc.  Life jackets are to be worn by those who are not good swimmers.  Grab poles / life buoys are available onboard the boat.  Young persons are supervised and informed they are not to enter the water for swimming.	Medium / Low	
General boating	Entering the canal water	Infections / Leptospirosis ( Weil's Disease )	Club members Young persons	Any cuts or scratches should be kept covered.	Very Low	Wet clothing should be washed before it is worn

			Responsible adults Crew of the boat Visitors			again.  A shower should be taken as soon as possible after exiting the water.  All cuts should be treated with antiseptic and a sterile dressing.  If flu-like symptoms are developed within two weeks, medical attention should be sought.
General boating	Entering the canal water	Crushing injuries between boats and other objects.	Club members Young persons Responsible adults Crew of the boat Visitors	Persons in the water should be instructed to swim or move clear of boats or other obstacles once they are able to float freely.	Medium / Low	Floataion devices and / or a rope should be thrown to the persons in the water.
General boating	Entering the canal water near boats	Cuts and amputations from propeller	Club members Young persons Responsible adults Crew of the boat Visitors	The skipper should never leave the helm when the engine's running.  Keys should not be left in the ignition while the boat is unattended.  The propeller should not be run when the boat is moored up.  All crew members should know the location of the engine cut off.	Low	If someone enters the water the engine must be stopped.
Boat Handling	Injury caused by general boat handling	Rope burns	Crew of the boat	Ropes are not wrapped around any parts of the body / fingers are kept clear of the ropes.  The engine is used to stop the boat, not the ropes.	Low	Any injuries are reported to an event organiser.  If symptoms persist then medical attention is sought.
Boat Handling	Injury caused by general boat handling	Crushing	Crew of the boat Young persons Responsible adults Crew of the boat Visitors	Keep your body out of the way  Keep within the boat – that means not having your	Low	Any injuries are reported to an event organiser.  If symptoms persist then medical attention is sought.

				<p>legs dangling over the side, your hands over the edge or your head out of the side hatch</p> <p>Keep off the roof when underway</p> <p>Don't fend off with your arms, legs or a boat pole – let the fender take the impact</p> <p>Make sure anyone in the front cockpit is on the look-out for possible collisions</p>		
Operation of Locks	Injury caused by the lock gear mechanisms	Hair or clothing items caught in lock mechanism leading to physical injury	Crew of the boat	<p>Long hair should be tied back.</p> <p>Loose clothing should not be worn during lock operation.</p> <p>Keep fingers, hair and clothing away from the gears.</p>	Medium / Low	
Operation of Locks	Injury caused by a windlass slipping	Physical injury	Crew of the boat	<p>The windlass should never be left unattended of the mechanism.</p> <p>Keep a firm grip and don't let go</p> <p>Only use a windlass that fits the spindle snugly</p> <p>Make sure the windlass is slotted onto the spindle fully</p> <p>Always use the safety catch</p> <p>Never leave the windlass on the spindle unattended</p>	Medium / Low	
Operation of Locks	Falling into the lock	Drowning, death.	Crew of the boat	Watch out for unexpected drops in the level of the	Low	Close all paddles

				<p>bank or lock walls.</p> <p>Be aware of moving objects, such as balance beams.</p> <p>Locks should only be operated by competent persons or crew.</p> <p>Life jackets are to be worn by those who are not good swimmers.</p>		<p>Throw a lifeline or lifebuoy</p> <p>Stop the engine and keep the boat still</p> <p>If there's no ladder or the person can't climb you may need to fill the lock SLOWLY to bring them up to your level. Or, if the lock is almost empty, slowly lower the water level, open the gate and draw the person to safety using the lifeline</p> <p>NEVER jump into the water yourself to rescue someone who has fallen in</p>
Operation of lift and swing bridges	Collision with boat	Damage to the boat, persons on the boat.	Crew of the boat Young persons Responsible adults Crew of the boat Visitors	<p>Don't try to take your boat through until the bridge is fully open and secure (they can stick at the wrong moment)</p> <p>Take care with clearance under lift and fixed bridges and stay in the centre of the channel.</p>	Low	
Operation of lift and swing bridges	Entering the canal water	Crushing injury, drowning, infections.	Crew of the boat Young persons Responsible adults Crew of the boat Visitors	<p>Keep everyone off the roof and within the profile of the boat.</p> <p>Watch out for slippery surfaces when you're pushing swing bridges.</p> <p>Use strong, fit crew to operate moving bridges.</p>	Low	
Navigating Tunnels	Entering the canal water	Crushing injury, drowning, infections.	Crew of the boat Young persons Responsible adults Crew of the boat Visitors	Keep your crew and passengers inside the profile of the boat in tunnels and aqueducts.	Low	
Navigating Tunnels	Boat stuck or grounded	Damage to the boat, injury to those aboard.	Crew of the boat Young persons Responsible adults	Ensure you have working lights and horn.	Low	

			Crew of the boat Visitors	<p>Make sure you have enough fuel to get you through.</p> <p>If there are profile markers make sure you match before proceeding.</p> <p>If you break down in a tunnel, switch off the engine.</p>		
Navigating Tunnels	Fire or explosion	Damage to the boat, inhalation of fumes, inhalation of smoke, burns.	Crew of the boat Young persons Responsible adults Crew of the boat Visitors	<p>Don't smoke or use cookers and heaters whilst in a tunnel.</p> <p>Turn off the gas except pilot lights before entering a tunnel.</p> <p>Obey British Waterways regulations, sometimes pilot lights must also be extinguished.</p>	Low	
Mooring Overnight	Boat moored incorrectly	Boat drifting, falling whilst boarding, tripping on mooring lines or pins.	Crew of the boat Young persons Responsible adults Crew of the boat Visitors Members if the public	<p>Boat is tied securely / anchor is dropped to keep boat steady.</p> <p>A gangway (boarding plank) is used if needed to board / disembark.</p> <p>Torches are available and used when walking to / from the mooring area at night.</p> <p>If heating left on overnight, then windows are opened to allow a flow of fresh air / ventilation.</p> <p>Mooring pins are clearly marked to minimise the tripping hazard</p>	Medium / Low	

All members, crew and visitors should be familiar with the boat safety procedures listed in the British Waterways Boaters Handbook, much of the information in this assessment was extracted from this document which can be downloaded for free from:

[http://www.britishwaterways.co.uk/media/documents/Boaters\\_Handbook.pdf](http://www.britishwaterways.co.uk/media/documents/Boaters_Handbook.pdf)