# Risk Assessment

Risk Matrix and Rating Guidance:

The assessor shall assign values for the hazard severity **(a)** and likelihood of occurrence **(b)** (considering the frequency and duration of exposure) on a scale of 1 to 5, then multiply them together to give the rating band:

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| Hazard Severity(a) | | Likelihood of Occurrence(b) | |
| 1 – Trivial | (e.g., discomfort, slight bruising, self-help recovery, no significant harm to health or mental health) | 1 – Remote | (almost never) |
| 2 – Minor | (e.g., small cut, abrasion, basic first aid need, temporary ill-heath leading to discomfort, stress / distress) | 2 – Unlikely | (occurs rarely) |
| 3 – Moderate | (e.g., strain, sprain, incapacitation or other injury or diagnosable mental health condition < 7 days absence from work or amended duties,) | 3 – Possible | (could occur, but uncommon) |
| 4 – Serious | (e.g., fracture or hospitalisation (for >24 hrs) or incapacitation (>7 days) or Diagnosable mental health condition significantly affecting day to day life; Self harm or harm to others due to mental health condition. | 4 – Likely | (recurrent but not frequent) |
| 5 – Catastrophic | (single or multiple fatalities or life changing disabilities or injuries, suicide risk or potential harm to others as a result of severe mental health impacts). | 5 – Very likely | (occurs frequently) |

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| **Risk Assessment Matrix** | | | | | |  | **Risk Rating Bands (a x b)** | | |
| **(b)🡳 (a)🡲** | **Trivial** | **Minor** | **Moderate** | **Serious** | **Fatal** |  | **LOW RISK**  **(1 – 8)** | **MEDIUM RISK**  **(9 – 12)** | **HIGH RISK**  **(15 – 25)** |
| **Remote** | **1** | **2** | **3** | **4** | **5** |  |  |  |  |
| **Unlikely** | **2** | **4** | **6** | **8** | **10** |  | Continue,  but review periodically to ensure controls remain effective | Continue,  but implement additional reasonably practicable controls where possible and monitor regularly | **STOP THE ACTIVITY**  Identify new controls. Activity must not proceed until risks are reduced to a low or medium level |
| **Possible** | **3** | **6** | **9** | **12** | **15** |  |
| **Likely** | **4** | **8** | **12** | **16** | **20** |  |
| **Very likely** | **5** | **10** | **15** | **20** | **25** |  |

**General Guidance:**

* “Additional control” items are controls that have not been implemented yet and have been identified as needing to be introduced. Once the control is in place, the item should be moved to “Existing controls”.
* Hazards should potentially result in harm to a person or group of people. While reputational and financial risks should be considered when planning events or procedures, they do not belong on this document.

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| Risk Assessment Record | | |
| Risk Assessment Title:  Polo Competitions | Date Produced: 26/04/2024 | Review Date: 10/06/2024 |
| Overview/Description of Activity:  Canoe polo matches are played at Cardiff University Canoe Polo (CUCP), BUCS, and other tournaments where several universities compete across several matches over a weekend. SWUPL (South West University Polo League) is covered by a separate risk assessment. | Duration/Frequency of Activity:  Regular | |
| Location of Activity:  Outdoor canoe polo pitches | Generic or Specific Assessment:  Generic | |

| # | Hazard(s) identified | Who might be affected and how | Existing controls & measures | Severity (a) | Likelihood (b) | Risk Rating  (a x b) | Additional control/action required |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | Drowning | Anyone on Water | * Buoyancy aids are mandatory on the water * Participants are required to have done swim test before they are allowed on the water. * Competition rules will be followed regarding when buoyancy aids must be worn. * Before using a spraydeck, paddler competence should be assessed showing spraydeck familiarisation by a session leader to ensure they know how to exit the kayak safely. | 5 | 1 | 5 |  |
| 2 | Collision of boat/paddle and person | Anyone paddling | * Buoyancy aids worn by players and bumpers on the boats reduce the impact of collisions. * Players are taught how to tackle safely and legally within game rules * Tackling is policed by referees. Any player found to be in violation of rules and safe practise will be disciplined and may be removed from play. * Helmets to be worn during at all times during games | 3 | 2 | 6 |  |
| 3 | Hypothermia/Weather/Environment | Anyone on Water | * Trip leader is responsible for checking participants are wearing suitable clothing. First aider present at every match. * If signs of hypothermia begin to show the individual should be removed from the river and appropriate first aid administered * Individuals reminded to bring water and apply sun cream in hot weather. * Paddlers informed ahead of event of significant periods off-water, reminder to bring extra layers and coats for protection from wind. * Club to bring supportive equipment where necessary – ie event shelter for wind protection. * Canoe polo pitches are almost always within walking distance to cars to warm up in or for emergency services to access the pitches. | 4 | 3 | 12 |  |
| 4 | Lifting Kayaks/Canoes | Anyone paddling | * Everyone informed how to safely carry and transport kayaks and canoes * Heavier loads to be carried between multiple persons as appropriate | 3 | 2 | 6 |  |
| 5 | Adverse Water conditions | Anyone paddling | * Water levels are monitored by the leader and if inappropriate for the group, then the games will be cancelled * If the weather becomes dangerous then the games will also be cancelled | 3 | 2 | 6 |  |
| 6 | Water Quality | Anyone paddling | * Water quality is generally good but can become a risk in higher water. Sewage may be released during periods of heavy rain. * Participants to be informed of risks when in high water conditions * Participants to be informed of symptoms of Wiles disease to ensure early detection where appropriate. * Participants to be informed of risks of blue green algae where appropriate. | 4 | 2 | 8 |  |
| 7 | Collision of ball and person | Anyone paddling | * Participants wear helmets and buoyancy aids for protection. * Everyone on the water is involved in / aware of the game | 2 | 3 | 6 |  |
| 8 | Head injury | Anyone paddling | * A designated first aider to be selected for each trip. * Helmets worn when on water, and are inspected by Kit Sec | 3 | 2 | 6 |  |
| 9 | People participating who are not medically fit | Anyone on the water | * Use of confidential medical questionnaire must be completed by all trip members. * Form should be updated in the event in change of medical circumstance | 3 | 2 | 6 |  |
| 10 |  |  |  |  |  |  |  |

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| Assessor signature:  J Pinnell | Print name:  Jessica Pinnell | **Date:**  10/06/2024 | **Authoriser’s signature:** | **Print name:** | **Date:** |

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| Risk Assessment Action Plan | | | | | |
| Hazard No. | Action to be taken | By whom | Target date | Review date | Outcome at review date |
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| Responsible person’s signature:  Print name:  Date: | | | | | Responsible person’s signature:  Print name:  Date |