# 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:  SWUPL | Date Produced: 26/04/2024 | Review Date: 10/06/2024 |
| Overview/Description of Activity:  Canoe polo matches are played between several (exact numbers very from year to year) universities in the south west. Between 2 and 4 clubs attend each event. Each club brings between 15-24 people to fill 3 teams. 5 person teams with a maximum of 3 substitutes. | Duration/Frequency of Activity:  The league is from November till March and each University will attend approximately 5 event days each. | |
| Location of Activity:  Outdoor canoe polo pitches | Generic or Specific Assessment:  Specific Assessment | |

| # | 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 at their club before they are allowed on the water. * SWUPL Coord to ensure experience paddler who can perform hand of god on water at all times * Each university is responsible for ensuring its paddlers have an appropriate level of experience exiting the kayak- an ability to calmly exit the kayak underwater when using a spray skirt should have been demonstrated. Any individuals lacking this skill must not wear a spray skirt, and all paddlers on the water must be informed of this risk. | 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. * Club to bring supportive equipment where necessary – ie event shelter for wind protection * Paddlers informed ahead of event of significant periods off-water, reminder to bring extra layers and coats for protection from wind * SWUPL is hosted in the centre of Bristol within easy walking distance of cars to warm up in. Emergency services may drive up to pitchside if required. | 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 River/Weather 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 | 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 for each university to be present for each trip. * Helmets worn by anyone on the water | 3 | 2 | 6 |  |
| 9 | Unknown Medical Conditions | Anyone | * Participants must fill in medical questionnaire prior to trip departure. This information is then transferred to trip form which is passed onto trip leaders (this does not need to be shared between universities). * Participant universities must share information of those “at risk” due to underlying medical conditions with the SWUPL coordinator (from BUCC), who will distribute this information to all teams attending. * All players must be made aware of any gameplay adjustments required ahead of the match start. | 2 | 3 | 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 |