

**Royal Torbay Yacht Club - Keelboat Risk Assessment - Colgate 26 - Sailing Under Instruction**

Hazard	Who might be harmed	How the risk is controlled	Further information/action
<u>Medical Risks</u>			
Drowning	Students Instructors Support Staff	a) Suitable Buoyancy Aids must be worn at all times and checked by instructor prior to accessing the town or inner dock b) Qualified Instructors c) Small staff/pupil ratios d) Emergency and first aid systems and training e) No Swimming signs/life buoys/advice	Pre visit information Operating Procedures Introductory Talk RYA guide lines
Hypothermia	Students Instructors Support Staff	a) Qualified instructors b) First Aid Qualified c) First Aid kit carried onboard d) Waterproof clothing required e) Ensure students wear suitable clothing and headwear for conditions f) Quick access to shelter/warmth and showers g) Constant monitoring h) Use accommodation to protect from the elements	Pre visit information Operating Procedures Introductory Talk RYA guide lines Additional clothing bought on session where appropriate
Hyperthermia	Students Instructors Support Staff	a) Qualified Instructors b) First Aid Qualified c) First Aid kit carried onboard d) Ensure drinking enough water during the day e) Ensure suncream and suitable clothing/headwear worn f) Use accommodation to protect from the sun g) Constant monitoring	Pre visit information Operating Procedures Introductory Talk RYA guide lines Additional suncream and drinking water to be carried onboard
Seasickness	Students Instructors Support Staff	a) First Aid Qualified b) Crew kept on leeward side c) No medication given d) Return casualty to shore as necessary	Operating Procedures Introductory Talk RYA guide lines
Physical Injury/ Medical Issues	Students Instructors Support Staff	a) All student must have completed medical form before going afloat b) Instructor must check during safety brief any medical issues and medication	Pre visit information Operating Procedures Introductory Talk RYA guide lines

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<u>External Risks</u>			
High Winds	Students Instructors Support Staff	a) Keelboat will not leave the harbour in high winds b) Weather and wind checked immediately prior to session c) Weather and wind monitored throughout session d) Keelboat will be reefed according to the conditions e) Wind against tide scenarios must be considered by the instructor f) Sea state in Easterly winds will be monitored before and during session	Operating Procedures Introductory Talk RYA guide lines Hand held anemometer carried onboard as part of safety kit RYA Instructor - Keelboat i.e. Senior Instructor with Dayskipper Practical/owner/sole instructor
Collisions/ Underwater Obstructions/ Grounding/ Boat Holed	Students Instructors Support Staff	a) Suitable location for training b) Foghorn carried in safety pack c) Session to be undertaken within identified sailing area d) Charts to be carried on board e) Use of mobile GPS f) Monitor shipping movement on VHF radio and visually g) Safety equipment on board h) Not sailing to close to the shore i) Remain in designated sailing area j) Anchor ready for immediate use k) Bucket/Bailer on board l) Bilge Pump installed m) Leak Stopping Material available n) Boat immediately listed to keep water out of hole	Operating Procedures Introductory Talk RYA guide lines Handheld GPS carried on board as part of safety kit
<u>Equipment Failure &amp; Other Risks</u>			
Person Overboard	Students Instructors Support Staff	a) Guardrails provided b) Horseshoe Buoy provided c) Students to remain within cockpit area during sessions d) Students briefed on how to safety climb aboard and disembark the vessel e) Basic VHF training provided to student incase instructor overboard and unresponsive f) Instructor to carry VHF	Operating Procedures Introductory Talk RYA guide lines
Instructor Incapacitated	Students Instructors Support Staff	a) Provision of two handheld VHF, one for instructor and one in safety pack b) Mobile phone in safety pack c) Emergency Action Card in Safety Pack	Operating Procedures Introductory Talk RYA guide lines

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Slippery Deck	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Students advised on need for care during safety brief</li> <li>b) Student remain in cockpit area throughout the session</li> <li>c) Instructor conducts checks prior to session</li> <li>d) Guardrails provided</li> <li>e) Buoyancy aids to be worn throughout session</li> <li>f) Suitable footwear checked prior to start of session</li> </ul>	Pre visit information Operating Procedures Introductory Talk RYA guide lines
Boom	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Students to be briefed as to boom movement/hazards in safety brief</li> <li>b) Emphasis on clear communication prior to manoeuvres</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Winches	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Use of winches for students to be clearly explained and demonstrated in safety brief</li> <li>b) Minimum of two turns of rope around the winch</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Engine & Fuel	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Students are permitted to use engine when on RYA keelboat course following instruction</li> <li>b) Kill Cord must be worn by student when operating outboard</li> <li>c) A NO SMOKING policy is strictly enforced</li> <li>d) Refueling is undertaken away from the boat and student</li> <li>e) Fuel tank is stored safely in a custom made external locker</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Radio	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) VHF qualified operator</li> <li>b) VHF radio to be attached to instructor</li> <li>c) Second VHF radio provided in safety pack</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Halyard/Sheets	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) All ropes are visually checked and maintained</li> <li>b) Ropes are stored neatly away as not to cause a trip hazard</li> <li>c) Checks for ropes overboard are undertaken before turning on the engine</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Failure Engine	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Visual Inspection carried out regularly and prior to use</li> <li>b) Instructor to carry out engine checks prior to leaving berth</li> <li>c) VHF carried</li> <li>d) Anchor and warp attached ready for use</li> <li>e) Sail covers to be removed prior to leaving berth</li> </ul>	Operating Procedures Introductory Talk RYA guide lines
Ripped Sail	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Visual inspection carried out regularly and prior to use</li> <li>b) Outboard Engine permanently fixed so ready to use</li> </ul>	Operating Procedures Introductory Talk RYA guide lines