

Hazard	Who might be harmed	How the risk is controlled	Further information/action
Drowning	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Suitable Buoyancy Aids must be worn at all times and checked by instructor prior to leaving the RTYC</li> <li>b) Everyone to wear a leash</li> <li>c) Suitable Briefing</li> <li>d) Weather &amp; Tide Forecasts obtained and constant observation for changes in conditions throughout session</li> <li>e) Qualified Instructors</li> <li>f) Small staff/pupil ratios with good group control and zoning</li> <li>g) Emergency and first aid systems and training</li> <li>h) Ensure Pupils can swim a minimum of 50m (confirmed from booking details)</li> </ul>	Pre visit information Operating Procedures Introductory Talk BSUPA Guidelines
Hypothermia	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Qualified instructors</li> <li>b) First Aid Qualified</li> <li>c) First Aid kit carried by instructor/safety boat and located within the club</li> <li>d) Ensure everyone wears suitable clothing and headwear for conditions</li> <li>e) Quick access to shelter/warmth and showers</li> <li>f) Constant monitoring</li> <li>g) Minimum Air Temp &amp; Water Temp of 10 degrees (local forecast)</li> </ul>	Pre visit information Operating Procedures Introductory Talk BSUPA Guidelines Additional clothing bought on session where appropriate
Hyperthermia	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Qualified Instructors</li> <li>b) First Aid Qualified</li> <li>c) First Aid kit carried by instructor/safety boat and located within the club</li> <li>d) Ensure drinking enough water prior &amp; after the session</li> <li>e) Ensure suncream and suitable clothing/headwear worn</li> <li>f) Constant monitoring</li> </ul>	Pre visit information Operating Procedures Introductory Talk BSUPA Guidelines Additional suncream to be carried onboard
Seasickness	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) First Aid Qualified</li> <li>b) No medication to be given</li> <li>c) Return casualty to shore as necessary</li> <li>d) Keep Hydrated</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines
First Aid Injuries	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Any cuts or injuries will be dressed and reported to the appropriate reporting system</li> <li>b) First Aid Qualified</li> <li>c) First Aid kit carried by instructor/safety boat and located within the club</li> <li>d) Suitable footwear must be worn at all times</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines
Physical Injury/Medical Issues	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) All student must have completed medical form before going afloat</li> <li>b) Instructor must check during safety brief any medical issues and medication</li> </ul>	Pre visit information Operating Procedures Introductory Talk BSUPA Guidelines

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High Winds	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Session will not run if wind is over 15kts (17mph, 27Km/h, Force 4) ideally should be 0-8kts</li> <li>b) Avoid off shore winds</li> <li>c) Weather and wind checked immediately prior to session</li> <li>d) Weather and wind monitored throughout session</li> <li>e) Wind against tide scenarios must be considered by the instructor</li> <li>f) Sea state in Easterly winds will be monitored before and during session</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines Hand held anemometer available in Club.
Tide/Current/Chop	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Maximum Chop Height is no more that ankle height</li> <li>b) The Tide/Current must be under 2 knots - slack or no tide/current</li> <li>c) Wind against tide scenarios must be considered by the instructor</li> <li>d) Special consideration must be taken in and around the harbour entrance</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines Tide Tables
Collisions/Underwater Obstructions/Wildlife/Other water users	Students Instructors Support Staff 3rd Party	<ul style="list-style-type: none"> <li>a) Suitable location for training</li> <li>b) Everyone Briefed to keep two board lengths from obstacles</li> <li>c) Helmets to be worn by under 18's</li> <li>d) Good briefing and zoning throughout session</li> <li>e) Kneel near shore &amp; in the event of large wake/waves</li> <li>f) Check with Harbour Master/Club for Events &amp; Cruise Ships in the bay</li> <li>g) Monitor shipping movement</li> <li>h) Briefed on controlled falling</li> <li>i) Keep distance from wildlife</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines
Water Quality	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Water monitored before and during the session</li> <li>b) Check with Safer Seas Service app for any problems</li> <li>c) Ensure everyone washes hands before eating any food</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines
Manual Handling	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Briefing on correct handling off board</li> <li>b) Bend knees</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines
Slips and Trips	Students Instructors Support Staff	<ul style="list-style-type: none"> <li>a) Monitor the clubhouse facilities</li> <li>b) Check the access to the beach prior to session</li> <li>c) Monitor beach for seaweed</li> <li>d) Suitable footwear worn at all times</li> </ul>	Operating Procedures Introductory Talk BSUPA Guidelines

**Royal Torbay Yacht Club - SUP Risk Assessment**

<b>Hazard</b>	<b>Who might be harmed</b>	<b>How the risk is controlled</b>	<b>Further information/action</b>
Equipment Failure	Students Instructors Support Staff	a) All equipment will be checked before the session and any damage will be fixed or reported and removed from area until fixed. b) All equipment will be checked after the session and any damage will be fixed or reported and removed from the area until fixed.	Operating Procedures Introductory Talk BSUPA Guidelines
Near Misses	Students Instructors Support Staff	a) All near misses must be reported and completed in the near miss book so that a review of the risk assessments can be carried out	Operating Procedures Introductory Talk BSUPA Guidelines
Powercraft	Students Instructors Support Staff	a) All power craft drivers will be qualified to a minimum RYA Level 2 b) Consideration will be made for the depth of water, underwater obstacles and other water users near the shore	Operating Procedures Introductory Talk BSUPA Guidelines
Training	Students Instructors Support Staff	a) All Instructors must be a BSUPA Level 1 Instructor working on a ratio of 1:6. The instructor must be trained in the club safety arrangements) b) Visiting Instructors must have signed to indicate they have read the Risk Assessment, Lesson Plan and Club Safety Management Operations Procedures	Operating Procedures on Club Website Introductory Talk BSUPA Guidelines