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| **Main activity / task / process / location:** | | | | **Darkwater Paddlesport Coaching** | | | | | | | **Assessment type** | | | |
| **Activities and Awards covered** | | | | 1. **Paddle UK Coaching Awards (Core Coach, Whitewater Coach, Freestyle Coach, Sheltered Water Coach)** 2. **Paddle UK Leadership Awards (Whitewater)** 3. **Paddle UK Safety Awards (PSRT, WWSR)** 4. **Bespoke SUP, Canoe and Kayak Coaching Activity** 5. **White Water Leadership Awards** 6. **Overseas Expedition Activity (To be supplemented by specific RA)** | | | | | | | **Generic** | | **Specific** | |
| **Relevant policy, regulation and procedures being followed** | | | | **Paddles Up Training Student Ratios –** [**https://paddlesuptraining.com/british-canoeing-awarding-body-course-staffing-ratios/**](https://paddlesuptraining.com/british-canoeing-awarding-body-course-staffing-ratios/)  **Paddle UK Safeguarding -** [**https://paddleuk.org.uk/category/safeguarding/**](https://paddleuk.org.uk/category/safeguarding/)  **Paddle UK Incident Reporting -** [**https://paddleuk.org.uk/online-incident-reporting/**](https://paddleuk.org.uk/online-incident-reporting/)  **British Canoeing Awarding body Environments Definitions -** [**https://britishcanoeingawarding.org.uk/wp-content/files/01042018BCABEnvironmentalDefinitionsDeploymentGuidanceForInstructorsCoachesLeadersV2-4Jan23.pdf**](https://britishcanoeingawarding.org.uk/wp-content/files/01042018BCABEnvironmentalDefinitionsDeploymentGuidanceForInstructorsCoachesLeadersV2-4Jan23.pdf)  **Darkwater Coaching ICO Self Assessment and Terms and Conditions**  [**https://darkwatercoaching.co.uk/policy-documents**](https://darkwatercoaching.co.uk/policy-documents) | | | | | | **Assessment serial No:** | | | **-** | |
| **Overall assessment rating**  **(Low/ Medium / High)** | | | **Medium** | |
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| (a) | (b) | | (c) | | (d) | | (e) | | | | | (f) | | (g) |
| **Ref** | **Describe sub-task / activity / process.** | | **Hazard identification**  (Something with potential to cause harm or damage) | | **Who might be harmed?**  (Specify all persons including contractors, visitors, members of public) | | **Existing**  **control measures**  (What are they) | | | | | **Risk**  **rating** | | **Is the**  **risk tolerable** **Yes/No?** |
| 1 | All activities (1-5) | | Lone working policy | | Instructors | | Loan working policy included in overall policy and guidance document listed on Darkwater website [www.darkwatercoaching.co.uk](http://www.darkwatercoaching.co.uk)  Brief to be given to participants on actions if instructor becomes incapacitated to include contact details  Contact details card to be carried at all times and briefed to participants | | | | | Low | | Y |
| 2 | All activities (1-5) | | Heat stress injuries | | All participants | | Weather forecast to inform daily RA. U  Activity Instructors to ensure clothing appropriate for the climate and activity is worn by participants.  Alcohol should be consumed in moderation the evening before paddling activity. Anyone showing signs of excess drinking will not be allowed to participate.  Regular breaks to be included if required | | | | | Low | | Y |
| 3 | All activities (1-5) | | Hyperthermia / Cold weather injury | | All participants | | Correct PPE to be worn appropriated for the water environment and likely activity,  Safety and rescue training is a particular concern as students will be wet for a prolonged period, prior briefing on correct PPE to be given for these course.  Right to refuse training for students to correctly dressed.  Pre-joining information to contain details of likely PPE requirements. | | | | | Low (Medium) | | Y |
| 4 | All activities (1-5) | | Impact injuries (including slips, trips, and falls) | | All participants | | Correct PPE to be worn by all participants – to be confirmed by instructor prior to activity.  Whitewater spec helmets and appropriate footwear to be worn on the river and bank always.  First aid kit to be always carried / available | | | | | Medium | | Y |
| 5 | All activities (1-5) | | Shoulder dislocation -including general muscular strain. | | All participants | | Importance of good paddling technique to be briefed by a qualified coach prior to activity including importance of keeping ‘paddlers box’.  In the event of shoulder dislocation, bank side first aid will be applied before the casualty will be taken to an appropriate medical facility ASAP.  Correct lifting and carrying techniques to be adhered to under guidance of the instructor(s). | | | | | Low | | Y |
| 6 | All activities (1-5) | | Drowning | | All participants | | Kit inspection to be carried out & Instructors post welcome brief to ensure all equipment is serviceable and in good working order.  All participants to wear buoyancy aids and helmets on the water and bank.  Instructors qualified to PUK standards .  Instructors have first aid training.  Appropriate whitewater safety and rescue kit will be carried amongst the team. Where appropriate including Slings, Rope, Knifes etc.  Non- Swimmers to be identified before any activity  Nearest AED device (if available) location to be know | | | | | Low | | Y |
| 7 | All activities (1-5) | | River hazard entrapment | | All participants | | For whitewater activity Appropriate whitewater safety and rescue kit will be carried including but not limited to Sling, Krab, Throw Line.  For all activities a dynamic risk assessment of conditions and student ability will be carried out and appropriate hazards identified and equipment carried. | | | | | Low | | Y |
| 8 | All activities (1-5) | | Cuts / grazes | | All participants | | Appropriate kayaking kit to be always worn during activity phase.  2x first aid kits will be carried amongst the team with waterproof dressings and sterilising agent. | | | | | Medium | | Y |
| 9 | All activities (1-5) | | Collision with other water users | | All participants | | River traffic assessed as part of daily and continued dynamic risk assessments.  Adequate spacing to be maintained between kayakers and other river users. | | | | | Low | | Y |
| 10 | All activities (1-5) | | Cardiac incident | | All participants | |  | | | | | Low | | Y |
| 11 | All activities (1-5) | | Pre-existing medical condition | | All participants | |  | | | | | Low | | Y |
| 12 | Safety Training (1,2,3) | | Student / Candidate Rescues (training and Assessments) | | All participants | | All rescue techniques will be taught and demonstrated on rescue course provided including instructor on good technique  All practice deep water rescues or rescues involving submersion of students will be supervised be a qualified person | | | | | Medium | | Y |
| 13 | Safety Training (1,2,3) | | Non-Safety Courses | | All participants | | Where course do not require candidates to demonstrate safety techniques the instructor will lead/direct rescues. | | | | | Low | | Y |
| 14 | Assessments | | Candidate / Assessor relationship | | All Participants | | Where a student is on assessment the instructor will remain in position to be able to support rescues at all time.  For coaching and leadership assessments students will be allowed to perform rescues up to the point they become unsafe. Where risk is perceived the instructor will assist as required | | | | | Low | | Y |
| 15 | All activities (1-5) | | Local wild / feral animals / Ticks or bites | | All participants | | Local wildlife hazards to be briefed at welcome brief.  Physical contact with local wildlife to be avoided always.  First aid kits carried amongst the team. Kits to contain dressing and tourniquets. | | | | | Low | | Y |
| 16 | All transport | | Road Traffic Accident | | All participants | | First aid kits carried amongst the team during road transits.  Divers to be discouraged from long distance journeys after long paddling sessions | | | | | Low | | Y |
| 17 | Overseas expedition activities (5) | | Insect-borne diseases:  a. African Tick Bite  b. African Trypanosomiasis  c. Chikungunya  d. Crimean Congo Haemorrhagic Fever  e. Dengue  f. Filariasis  g. Leishmaniasis  h. Lyme Disease  i. Malaria  j. Myiasis  k. Plague  l. West Nile Virus  m. Yellow Fever  n. Zika  o. Rift Valley Fever | | All participants | | Welcome brief to detail risks presented by insect-borne diseases. Brief to stress importance of bite prevention measures.  All bites and stings to be washed and disinfected immediately. All post bite/sting symptoms reported to team medics.  Insect repellent and appropriate evening clothes annotated on personal kit list.  Mosquito nets provided by accommodation. Spare nets to be taken in team supplies.  Avoid all contact with local wildlife. | | | | | Low | | Y |
| 18 | Overseas Expedition activities (4,5) | | Personal Hygiene | | All participants | | Maintenance of personal hygiene stressed at Welcome Brief.  Any accommodation provided to have wash facilities available  All participants to ensure hands are washed before eating food | | | | | Low | | Y |
| 19 | All activities (1-5) | | Adverse weather conditions | | All participants | | Daily weather reports to be made available to Instructors and Exped Leader.  Daily and continual risk assessments carried out | | | | | Low | | Y |
| 20 | All activities (1-5) | | Safeguarding (Young People) | | Under 18s | | All participants will be accommodated in gender specific rooms (as req’d).  U18 should be supported by an parent/guardian as DARKWATER coaching does not hold a AALA licence.  Where training is specifically for scouting groups then Scouting UK policy will be followed for safeguarding, safety and activity permits scheme.  Cultural considerations regarding attitudes towards LGBTQ+ communities detailed on FCDO website. | | | | | Low | | Y |
| 21 | All activities (1-5) | | Safeguarding (Vulnerable Adults) | | Vulnerable Adults | | Cultural considerations regarding attitudes towards LGBTQ+ communities detailed on FCDO website.  DARKWATER coaching holds both Scouting, Military and Paddle UK Safeguarding qualifications | | | | | Low | | Y |
| 22 | All activities (1-5) | | Reasonable Adjustment | | All participants | | Where required reasonable adjustments will always be sought to allow student the best possible experience and progressions. This will be in line with PUK regulations. | | | | | Low | | Y |
| 23 | All activities (1-5) | | Appropriate instructor supervision / ratios | | All participants | | All instructors to hold appropriate Joint Service or National Governing Body (PUK) qualifications and competent to lead the activity.  JSAT ratios will be always followed in while whitewater activities are taking place (namely 1:6 on Grade 3 for K5I) | | | | | Low | | Y |
| 24 | Overseas expedition activities (5) | | Gastro-intestinal infection | | All participants | | Welcome brief to detail importance of personal hygiene and cautionary approach to food choices on the expedition.  Rehydration salts and Imodium in the team medical supplies.  All participants suffering numerous loose movements to report to Exped Leader and Instructor for consideration in daily risk assessment wrt heat stress and dehydration. | | | | | Low | | Y |
| 25 | Administration | | Data Protection / GDPR | | All participants | | All details on data protection, including ICO self-assessment are included in Darkwater Adventure Coaching Policy Terms and Conditions. <https://darkwatercoaching.co.uk/policy-documents> | | | | | Low | | Y |
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| **Assessor name:**  (signature | | Oliver Taylor-Wood | | | **Rank /**  **Grade** | **LT CDR** | | **Post / Role** | **DARKWATER COACHING** | | | **Assessment date:**  (dd/mm/yy) | | 30/10/24 |