



Risk Assessment Form - Open Water Session

This form should be completed with a list of hazards that affect the session, and should be written from a coaching perspective, not a venue management perspective. For each risk assessment there should be associated Emergency Action plan to be used in case a risk occurs.

Venue:		Beach		Venue Contact Name & Contact Details:	
Address: (Include postcode)					
Group:		Salty Swims Sessions		Location of first-aider: Ange Collins- on the beach	
Participants:		Date:		Location of telephone: Salty Swims Equipment Bag	
		Time:		Location of first-aid kit: Salty Swims Equipment Bag	
		Number: 11 Max		Stocked and maintained: Yes	
		Age: varied		Location of toilets: Beyond the beach, follow signs	
		Ability: mixed swimmers		Lead coach name: Ange Collins	
Venue documents read and understood		Normal operating procedures:		Additional notes: *Wetsuits *Safety toggle	
Health and safety policy:		Yes			
Emergency action plan (EAP):		Yes			

Name of person conducting risk assessment:	Signed:	Date:
Ange Collins		

Risk Assessment Form

Location & Description of Hazard:	People at Risk:	Level of Risk (High/Medium/Low):	No	*Safety brief given *Dynamic risk assessment to be carried out before start of session *Group participants to swim only on marked course *Safety crew in the water	Person responsible for resolution:	Residual Risk: After resolution	Dates Reviewed
Sea - Drowning	Group participants	Likelihood:Low Impact:High	No	*Fully trained staff on site *Safety brief given to Group participants by Lead Coach *First aiders on site *Coach to Participant ratio is safely upheld *Time in the Sea controlled *Session plan carefully organised for the venue and number of Group participants	Lead Coach - Ange Collins	Likelihood:Low Impact: High	
Sea - Hypothermia/Hyperthermia	Group participants	Likelihood: Low Impact:High	No	*Safety brief given *Cold - Advise Group participants on equipment and clothing *Cold - Advise after swim aftercare *Keep Group participants moving *Keep session short *Have safety cover in the water *Heat- Group participants to advise against wearing a wetsuit, remember to hydrate and flush suit if wearing	Lead Coach - Ange Collins	Likelihood:Low Impact: High	

Sea - Swallowing water	Group participants	Likelihood:Low Impact:High	No	*Safety brief given *Fully trained safety crew on the water and land *Swimmer advised to signal for help in an emergency *Coach to Participant ratio controlled and upheld	Lead Coach - Ange Collins	Likelihood:Low Impact:Med	
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Location & Description of Hazard:	People at Risk:	Level of Risk (High/Medium/Low):	Advice Required: (from whom)	Action(s) to Mitigate/ Remove Risk:	Person responsible for resolution:	Residual Risk: After resolution	Dates Reviewed
Sea - Panics	Group participants	Likelihood:Low Impact:High	No	*Safety brief to be given *Coach to Participant ratio to be upheld *Fully trained safety *Group participants taught to signal for help in an emergency *Keep session short and appropriate for Group participants *health questionnaire to indicate likelihood	Lead Coach - Ange Collins	Likelihood:Low Impact:Med	
Sea - Water quality	Group participants	Likelihood:Low Impact:Med	Yes- Apps and local coastguard	*Safety brief to be given *Advise against swimming with cuts or grazes *Advise against swimming when ill *Water quality to be assessed	Lead Coach - Ange Collins	Likelihood:Low Impact:Low	

Sea - Collision with other Group participants	Group participants	Likelihood:Low Impact:Med	No	*Safety brief to be given *Group participants to follow marked course only *Group participants advised to sight while swimming *Group participants to be advised that others are in the area	Lead Coach - Ange Collins	Likelihood: Low Impact: Med	
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Sea - Objects in the water	Group participants	Likelihood: Low Impact:Med	No	*Safety brief given *Dynamic risk assessment to be carried out before start of session *Group participants to swim only on marked course	Lead Coach - Ange Collins	Likelihood: Low Impact: Med	
Sea- Other Sea users	Group participants, Staff, venue users, dog walkers	Likelihood: Med Impact:High	No	*Safety brief to be given *Other Sea users advised of group in the water *Group participants advised to stay to marked course and within the group at all times *Participant to coach ratio to be controlled and upheld	Lead Coach - Ange Collins	Likelihood: Med Impact: Med	
Jetty - Trips/slips and falls	Group participants, coaches	Likelihood: Low Impact:High	No	*Safety brief to be given *Group participants advised to stay off rocks at all times *All staff to wear buoyancy aids if they go onto the sea	Lead Coach - Ange Collins	Likelihood:Low Impact: High	

Any Main Buildings - Picnic area decking, slipways	Group participants, coaches, staff and spectators	Likelihood:Med Impact:High	No	*Safety brief to be given *Everyone to be advised to watch their footing on decking area especially if there has been wet or cold weather	Lead Coach - Ange Collins	Likelihood:Low Impact: low	
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Location & Description of Hazard:	People at Risk:	Level of Risk (High/Medium/Low):	Advice Required: (from whom)	Action(s) to Mitigate/ Remove Risk:	Person responsible for resolution:	Residual Risk: After resolution	Dates Reviewed
Walk to the beach-Cuts and grazes	Group participants	Likelihood: Low Impact: Med	No	*Safety brief to be given *Group participants to be advised to follow pathways and wear correct footwear to the beach *Scan of entire working area before start of session	Lead Coach - Ange Collins	Likelihood: Low Impact: Med	
Venue - Wildlife (seals, geese, swans etc)	Group participants, coaches, staff	Likelihood: Low Impact: Med	No	*Safety brief to be given *Group participants to be made aware of wildlife and asked to be respectful *In the event of wildlife becoming an issue, session will be halted and safety crew to deal with situation before declaring when to restart	Lead Coach - Ange Collins	Likelihood: Low Impact: Med	
Whole venue - Extreme weather	Group participants, coaches, staff	Likelihood: Med Impact: Med	No	*Safety brief to be given *Normal weather checks to be carried out by staff *Correct extreme weather procedures in place	Lead Coach - Ange Collins	Likelihood: Med Impact: Med	

Sea - Deep water	Group participants	Likelihood: Med Impact: High	No	*Safety brief to be given *Group participants to be advised of changes in temperatures due to different depths in Sea *Group participants advised to stick to marked area	Lead Coach - Ange Collins	Likelihood: Low Impact: High	
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Add more pages as required

Insert Diagram(s) of layout of venue with key safety elements marked (this page is intended to be shared between Risk Assessment and EAP):

