

# Site Specific Risk Assessment – Isle of Wight Watersports (Sea)

<b>Baseline</b>	<b>Site Specific</b> <input checked="" type="checkbox"/>	<b>Vulnerable Person</b>	<b>Temporary</b>
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**Operating notes:**

- This site specific risk assessment covers all watersports activities as detailed in its parent document: ‘Watersports Operating Procedures - Isle of Wight’
- This document must be used in conjunction with (all can be found at <http://kingswoodintranet/home/woodle>):
  - Watersports Operating procedures ~ Isle of Wight, which incorporates:
    - Supervision ratios and qualifications
    - Weather restrictions
    - Equipment levels and management
    - Site Specific information
  - Site Specific Training Plan
  - Activity Specific Session Plans
  - Activity Specific Training Plans
  - Observations Standards
  - Equipment Management Standards
- Storage and changing facilities are on centre and the Watersports activities are delivered at Whitecliff Bay.
- Whitecliff Bay is the only authorised venue for operating watersports sessions at the Isle of Wight Centre.
- Access to Whitecliff Bay is achieved via a walking route along the coastal path and down the slipway at Away Resorts.
- Whitecliff Bay is a public, safe, sandy beach location with low boat use.
- Activity specific risks and control measures are detailed on the Activity Baseline Risk Assessments
- A Daily Watersports log will be completed as per the ‘Watersports Operating Procedures - Isle of Wight’
- The Watersports Manager will be on the beach during all on water activities and will hold a First Aid Kit (including treatment for jellyfish and weaver fish stings; and foil blankets)

Hazard Description and activities giving rise to risk	Who may be harmed	Control Measures	Risk Rating
Changing facilities allowing for Safeguarding concerns	All	<ul style="list-style-type: none"> <li>• Staff are to change pre-session, before the groups arrive at the briefing station</li> <li>• There are two designated changing rooms, one for males and one for females.</li> <li>• Once participants are in the changing areas staff are not permitted into the building until all participants are changed and exited</li> <li>• Accompanying adults can change after the participants have all changed and exited</li> </ul>	Low

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		<p>although we recommend they change in their bedrooms or the Swimming Pool Changing Rooms so not to cause any unnecessary delays to the session.</p> <ul style="list-style-type: none"> <li>• A head count must be completed once all participants have exited the building and before securing the door and moving onto the next stage of the session.</li> <li>• Any Safeguarding concerns must be recorded and reported as per the 'Kingswood Safeguarding Portfolio'.</li> </ul>	
Hypothermia	All	<ul style="list-style-type: none"> <li>• All participants and staff must wear appropriate clothing for the activity they are to take part in. For activities where full body submersion is highly likely a well-fitted wetsuit must be worn. Cotton clothing should not be worn underneath wetsuits / next to the skin. Cag tops should be provided when participants are subjected to strong or cold winds out of the water.</li> <li>• When wetsuits are not being issued (non-submersion activities) brief participant's pre-session to take a towel and spare dry clothing with them.</li> <li>• The Watersports Site Manager must check for knowledge of signs and symptoms regularly with the Activity Leaders</li> <li>• All staff are to monitor for signs of hypothermia including; clumsiness, slurred speech, shivering, pale features, blue lips, confusion, drowsiness and / or changes in behavior / personality.</li> <li>• Early identification, warm up exercises and removal from session is the best course of action. Group shelters and foil blankets should be used.</li> </ul>	Med
Foot injuries including Weaver Fish stings	All	<ul style="list-style-type: none"> <li>• Participants briefed to wear appropriate footwear (secure, flat soled, closed toe, easy drain) throughout the session in the safety brief.</li> <li>• The Watersports Site Manager and Activity Lead Instructors must check the operating area for hazards and move the operating area if required.</li> <li>• Activity Lead Instructors must remain observant and report immediately to the Watersports Site Manager any Weaver Fish sightings for relocation of the operating area.</li> </ul>	Low
Loss of group whilst off site	Participants	<ul style="list-style-type: none"> <li>• A head count will be taken before any groups are moved from the watersports storage area.</li> <li>• The group will be briefed prior to leaving centre on rules and boundaries related to walking off centre.</li> <li>• One Activity Leader will lead the group along the coastal path to Whitecliff Bay.</li> <li>• The other Activity Leader will stand at the gate and perform a head count as the</li> </ul>	Low

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		<ul style="list-style-type: none"> <li>group leaves and lock the gate behind them.</li> <li>• A head count will be performed again at the top of the slipway and again when on the beach.</li> <li>• Accompanying adults will be instructed to assist with group management of those off the water so that the Activity Leaders can concentrate on those in the water.</li> <li>• All activities must be operated within a marked operating area with flags and / or marker buoys as defined by the Watersports Site Manager.</li> <li>• On returning to centre head counts will be completed prior to leaving the beach, at the top of the slipway and when passing back through the centre gate. Throughout the walk one Activity Leader will lead the group from the front and the other from the rear of the group.</li> <li>• At any time someone is suspected of being missing the Watersports Site Manager must be informed immediately.</li> </ul>	
Incompatible behaviour around members of the public whilst off site	Participants	<ul style="list-style-type: none"> <li>• The group will be briefed prior to leaving centre to include: <ul style="list-style-type: none"> <li>○ Behaviour should reflect that they are ambassadors for their school / Kingswood/ Kingswood Camps</li> <li>○ Don't go off alone</li> <li>○ Take care around vehicles</li> <li>○ Be considerate to other members of the public</li> <li>○ Punctuality is vital</li> <li>○ Follow instructions from activity leaders and school staff</li> <li>○ When walking along the coastal path single file must be maintained.</li> <li>○ Litter must be picked up and disposed of correctly.</li> </ul> </li> </ul>	Low
Accessing private property	All	<ul style="list-style-type: none"> <li>• Activity Leaders will lead the group along the coastal path and ensure that the whole group remains on the path and then directly on to the slipway ~ access to Whitecliff Bay Caravan Park is not permitted.</li> </ul>	Very Low
Collision with vehicles	All	<ul style="list-style-type: none"> <li>• The whole route to Whitecliff Bay is a pedestrian area however there are rare occasions where some vehicles may use the slipway</li> <li>• A check for vehicles on the slipway must be completed by the Activity Leader</li> <li>• When vehicles are on the slipway the group must be stopped at the top / bottom until the vehicle has left the area.</li> </ul>	Very Low
Manual handling injuries from lifting and carrying equipment	All	<ul style="list-style-type: none"> <li>• Groups are briefed on the correct techniques to be used when transporting equipment to and from Whitecliff Bay.</li> </ul>	Very Low

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		<ul style="list-style-type: none"> <li>• Boats and other heavy equipment will be taken to and from the beach by Kingswood staff so to minimise the risk on the participants.</li> </ul>	
Uneven surfaces or access routes causing slips, trips and falls	All	<ul style="list-style-type: none"> <li>• The Watersports Site Manager must dynamically risk assess the slipway slope, cliff face, beach and shoreline before the groups access it</li> <li>• The Watersports Site Manager must define operating areas away from where there is known submerged, uneven surfaces</li> <li>• Activity Instructors must inform guests of the risk of the steep slipway slope and loose rocks on the shoreline.</li> <li>• Groups to be briefed on how to walk down the slipway including the location of the grab rails</li> </ul>	Low
Inaccessible beach due to tides	All	<ul style="list-style-type: none"> <li>• Programming of Watersports is completed up to 8 weeks prior to the groups arrival and therefore tide times are taken from <a href="http://www.tidetimes.org">www.tidetimes.org</a></li> <li>• Programmer will be trained and aware of tide times, neaps and springs, double high tides and the effects of all of these in the local area.</li> <li>• The Watersports Site Manager must dynamically risk assess the water levels and tides before the groups access it</li> <li>• Kayaking and Stand-up Paddle boarding are the only permitted activities during a high tide providing that safe entry onto the water can be established.</li> <li>• All activities require a beach and therefore will not be operated unless there is a minimum of 10 metres of safe operating beach                             <ul style="list-style-type: none"> <li>○ Groups are briefed to remain a minimum of 5 metres from the cliff face at all times and therefore a minimum operating area of 15 metres is required</li> <li>○ If an outgoing tide has not yet reached 15 metres of beach the group can be entertained on the Coastal footpath until this has been established.</li> </ul> </li> </ul>	Low
Falling rocks from cliff face	All	<ul style="list-style-type: none"> <li>• The Watersports Site Manager must dynamically risk assess the cliff face before the groups access it and relocate the operating area if required.</li> <li>• Groups are briefed to remain a minimum of 5 metres from the cliff face at all times</li> </ul>	Low
Jellyfish stings	All	<ul style="list-style-type: none"> <li>• The Watersports Site Manager must hold a first aid kit with sting treatment.</li> <li>• The Watersports Site Manager must define operating areas away from sighted jellyfish.</li> <li>• Activity Lead Instructors must remain observant and report immediately to the Watersports Site Manager any jellyfish sightings for relocation of the operating</li> </ul>	Very Low

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		area.	
Entrapment from submerged vegetation	All	<ul style="list-style-type: none"> <li>The Watersports Site Manager must define operating areas away from where there is known submerged vegetation or floating vegetation is evident.</li> <li>Activity Lead Instructors must assess any new means of entrapment and report immediately to the Watersports Site Manager for removal or relocation of the operating area.</li> <li>Activity Leaders must ensure that all clothing and PPE is correctly fitted and not allowing for additional hazards</li> </ul>	Very Low
Water pollution causing gastric, respiratory or skin illnesses	All	<ul style="list-style-type: none"> <li>The suitability of the water and the weather must be checked at the beginning of the day (water state, pollution, weather conditions) and recorded on the 'Daily Watersports Log' by the Watersports Site Manager.</li> <li>Ensure all open cuts are covered with a dressing; the Watersports Site Manager must hold a first aid kit.</li> <li>The Activity Lead Instructor must instruct participants to take a shower after the activity.</li> </ul>	Low
Panic / Anxiety attacks from fear of water / drowning	Participants	<ul style="list-style-type: none"> <li>Activity Leader can judge group and individual anxiety levels in the time before arriving at Whitecliff Bay</li> <li>The group is briefed so that individuals with concerns feel comfortable to discuss these with the Activity Leader.</li> <li>Activity Leader to ensure their briefings are factual and do not present participants with anxieties</li> <li>Water confidence games are to be played with the whole groups at the start of the water-based session</li> <li>Activities where buoyancy aids are not required must be delivered in areas no deeper than chest height</li> <li>Activity Leaders to remain observant to the needs of the group and remove participants from hazardous areas early.</li> </ul>	Low
Tides, rips, currents and weather	All	<ul style="list-style-type: none"> <li>The 'Watersports Operating Procedures - Isle of Wight' details all operating parameters in regards to tides and weather.</li> <li>Activity Leaders and Watersports Site Manager to hold local and current knowledge of Whitecliff Bay</li> <li>All activities must operate away from the reef line and rip tide.</li> <li>The Watersports Site Manager must be present on the beach at all operating times</li> </ul>	Med

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		<p>to immediately risk assess and add additional control measures in whenever required.</p> <ul style="list-style-type: none"> <li>Communication channels must be available at all times between the Watersports Site Manager and the Activity Lead Instructor to implement control measures. Within close proximity this can be face to face but where activities take place off-shore (Standup Paddleboarding, Kayaking and Raft Building) a VHF Radio must be carried at all times.</li> </ul>	
Poor group control	All	<ul style="list-style-type: none"> <li>The Watersports Site Manager must be present on the beach during all watersports operating times with open communication channels with all Activity Lead Instructors to manage group control before it becomes problematic</li> <li>If communications are lost the group must be removed from the water until communications can be re-established.</li> <li>The Activity Lead Instructor must notify the Watersports Site Manager if they are struggling with group management in order to be advised of further control measures.</li> <li>The Activity Lead Instructor must ensure all participants remain within the defined and marked operating area.</li> <li>All groups will be assigned a different colour bib; this will be noted on the Daily Watersports Log and is used to help differentiate groups / participants and aid the Instructors and the Watersports Site Manager with head counts.</li> </ul>	Low
Impact and Collision injuries	All	<ul style="list-style-type: none"> <li>Beach Lifeguards and Activity Lead Instructors must carry whistles to be able to quickly attract the attention of the group.</li> <li>Brief the groups to not dive in shallow water and the meanings and actions of the whistle.</li> <li>Beach Lifeguards and Activity Lead Instructors must maintain a line-of-sight contact at all times with the group on the water.</li> <li>Be vigilant of other water and shore users and the Watersports Site Manager must move the group to an alternative safe area if required.</li> </ul>	Med
Sun burn, Sun stroke, Dehydration	All	<ul style="list-style-type: none"> <li>Weather findings are to be recorded on the 'Daily Watersports Log' by the Watersports Site Manager prior to sessions beginning allowing them to dynamically risk assess.</li> <li>Groups on sunny and high UV days are to be briefed to wear sun block prior to leaving centre and take with them to beach for reapplication when necessary.</li> </ul>	Low

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		<ul style="list-style-type: none"> <li>• All staff to be vigilant for signs of sun stroke and dehydration; dry lips/ skin, dizziness, lethargy, nausea, redness of extremities and / or changes in behavior / personality</li> <li>• The Watersports Site Manager must check for knowledge of signs and symptoms regularly with the Activity Leaders</li> <li>• Early identification and removal from session is the best course of action.</li> </ul>	
Contact with Emergency Services if required	All	<ul style="list-style-type: none"> <li>• The Watersports Site Manager must be present on the beach during all watersports operating times with open communication channels with all Activity Lead Instructors.</li> <li>• There is an emergency services phone located at Whitecliff Bay next to the Wonky Café.</li> <li>• A landline phone can be accessed at Nabs Bar at the top of the slipway</li> <li>• Communication channels must be available at all times between the Watersports Site Manager and the Activity Lead Instructor. Within close proximity this can be face to face but where activities take place off-shore (Standup Paddleboarding, Kayaking and Raft Building) a VHF Radio must be carried at all times.</li> <li>• If communications are lost the group must be removed from the water until communications can be re-established.</li> </ul>	