

Benefit and Risk Assessment FOR: **Paddling protocols and procedures during C19**

Activity details: Paddling from Riverside Centre **Location:** Riverside Centre

RA Carried out by: Shane Clark **Date carried out:** 5th July 2020

Notes/context for carrying out this activity

With the lifting of restrictions on paddling we need to ensure that OCKC returns to paddling in a controlled and safe manner. We must comply with both government recommendations, advice from British Canoeing and local rules from the Riverside centre.

Government rules: <https://www.gov.uk/government/publications/coronavirus-outbreak-faqs-what-you-can-and-cant-do/coronavirus-outbreak-faqs-what-you-can-and-cant-do> (From 4 July 2020)

Key points: what can be done:

- Exercise outdoors as often as you wish - following social distancing guidelines (14 May guidance)
- when you are outside you can continue to meet in groups of up to six people from different households
- you must follow the [staying safe outside your home guidelines](#) (updated 24th June 2020)
- use outdoor sports facilities with members of your household, or one other person while staying 2 metres apart
- If you are showing coronavirus symptoms, or if you or any of your household are self-isolating, you should stay at home

Other references material

Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak (1st July 2020):

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Guidance for parents and carers of children attending out-of-school settings during the coronavirus (COVID-19) outbreak (1st July 2020):

<https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

British Canoeing – a return to paddling in England (Updated 30th June 2020): <https://www.britishcanoeing.org.uk/news/2020/a-return-to-paddling-in-england>

Key points:

- paddle alone, with members of your household, or with up to, but no more than 5 other people from outside your household
- Paddlers must practice social distancing at all times and maintain a distance apart of at least 2 metres between people from different households, or 1 metre plus mitigations (such as face coverings or avoiding face-to-face contact) but only where 2 metres is not possible
- People from different households should not travel in the same car.

- Paddlers should aim to avoid busy areas and take great care to maintain social distancing at access and egress points.
- Club activities can now take place.
- Club Associate members are now able to take part in (and are covered for third party liability insurance)
- any paddling activity within their club that has had due diligence/risk assessment carried out by the relevant and accountable club representative(s), is organised and delivered in groups of no more than 6 club members and is promoted on the official club calendar, website, social media or noticeboard.

Feedback from BC webinar (WB 06/07/2020):

- Clubs can have a maximum on the water in groups of 6 (max 5 groups)
- Needs to be an agreed and practice procedure for decontamination and cleaning
- Clubs must maintain a log of participation for at least 21 days
- Clubs to have due diligence notices – responsibilities of participants to notify the club of C-19 infection

Riverside requirements:

- The centre remains closed

Key terminology:

- Paddler: Club member who is appropriately qualified (coach, paddle sport leader) and using the centre as a base for paddling
- Centre users: Anyone, who uses the centre (Riverside team and their clients), but is not a club member

Operating procedures during the first phase of return to paddling in line with the guidance above:

The overarching principle is that we have a green light to resume club paddling however we must put in place appropriate operating procedures that are adhered to by all participants. However the Riverside Centre remains closed

Who can paddle:

- Club members including associate members
- You can paddle by yourself – at your own risk

When can you paddle:

- No restriction on paddling, although we do not have access to the centre
- All session must be promoted/advertised/recorded as legitimate sessions for insurance purposes

Access to facilities:

- We currently do not have permission to access Riverside Centre

Equipment:

- Paddlers should use their own personal paddling equipment, they are advised to decontaminate their equipment before and after every trip.
- Paddlers using club equipment are responsible for decontamination before and after use.
- The club will provide appropriate disinfectant and cleaning equipment.
- Hand washing/sanitization at the start and end of the session (minimum)

Reporting/records:

- The club needs to maintain a log of participation for at least 28 days.
- Any accidents, incidents or breakages must reported in the normal way as specified in club SOPs.

The RA below is in addition to the Club RA already agreed (03 OCKC - General Risk Assessment, Issued April 2019)

Hazard	Who might be harmed	How may the risk be controlled adequately	Review: dates, comments
High risk/vulnerable groups (9-16) With controls (6)	High risk or vulnerable participant or family member	Participants and/or their family could be in a high-risk category: <ul style="list-style-type: none"> Advised not to take part in club events Participation only with agreed control measures 	
Contracted C-19 (9-16) No control measures	Other Participants Public	Club members particularly young people might be very eager to take part, regardless of how they feel. <ul style="list-style-type: none"> Must actively ask if participants have signs/symptoms of C-19, over the last 14 days Be clear that anyone who is social distancing or have any of the signs or symptoms of C-19 are not to take part although an alternative home activity could be provided If a participant shows or feel any of the signs or symptoms of C-19 they are to cease the activity and leaders ASAP. Participants must know and understand the signs/symptoms of C-19 and know what to do if suspected 	
Asymptomatic carrier (9-16) No control measures	Other Participants Public	Participants could be asymptomatic carriers, they don't know they are carriers, particularly young people. <ul style="list-style-type: none"> Participation enquiry required: Anyone who has come into contact with or had a recent test must not take part Must avoid contact with others and comply with the government rules on social distancing 	
Lone paddling with club kit (8) With controls (2)	Paddler(s)	The club SOPs conform to BC guidance – however in line with the BC modified guidance (above) the club is allowing lone paddling, contingent on: <ul style="list-style-type: none"> Paddler(s) must be a club member and qualified coach River leader Conform to the club SOPs and RA Must be a notified club event to be insured	
Peer paddling (4) With controls (2)	Paddlers	The guidance from the Government and BC allows for groups of 6 (no more than five groups). The club will allow peer group paddling: <ul style="list-style-type: none"> The person leading the group must be a club member and coach, river leader Paddling to conform to club SOPs and RA The event must be an authorised club event to be covered for insurance 	
Contamination of club and centre equipment (12) With controls (4-8)	Paddler(s) Centre users	All paddlers must ensure that there is no contamination of centre facilities or club equipment. C-19 can remain on a surface at room temperature for days: plastic (3-7 days), metals (3-7 days), wood (3 days). Therefore: <ul style="list-style-type: none"> Currently the club does not have access to the centre. If a paddler is in quarantine or showing symptoms or signs must not paddle or enter the Riverside centre, yard or garages. On arrival and departure all participants to wash hands using their own alcohol gel/soap. 	

Hazard	Who might be harmed	How may the risk be controlled adequately	Review: dates, comments
With additional controls (4)		<ul style="list-style-type: none"> • Personal equipment to be decontaminated before/on arrival and on returning to the centre • Club equipment to be decontaminated before and after use using the provided cleaning equipment • Any personal equipment (buoyancy aids) to be decontaminated and dated when used. These items are not to be used for a minimum of 7 days <p>Additional controls to consider:</p> <ul style="list-style-type: none"> • Paddlers must minimise time and contact at the centre – in and out for equipment • Minimise use of equipment – preferable consider long term borrowing of boats? • Use the same boat – personalised and labelled? 	
Contamination self and other centre users (12) With controls (4)	Paddler(s) Centre users	<p>There is a risk of cross contamination of other centre users -= other paddlers or centre staff and clients. We must minimise this risk by:</p> <ul style="list-style-type: none"> • Access equipment out of normal business hours – after 6pm and weekends only. • Other times by agreement with centre staff. • Maintain 2 metre spacing and minimise duration of contact 	
Requiring the use of a toilet (8) With controls (3)	Individual participants	<p>It is possible that a participant might require the toilet during a session:</p> <ul style="list-style-type: none"> • Made clear to visit the toilet before taking part • To go home and use home facilities • If as a last resort – they must sanitise • Limit the event to 2-3 hours 	

Dynamic risk assessment – things to consider on the day of the activity: Group, weather, experience, equipment, leaders, contact

OCKC Covid-19 Process Summary

(updated 15Jul20)

- **Pre session**
 - If you are quarantined, suffering from or live with anyone suffering from the effects of Covid19 you must not attend the session.
- **On arrival**
 - Maintain social distancing.
 - Coaches / Paddlers sanitise hands before touching kit.
 - Kit allocated to individuals.
- **On-the water**
 - Maintain social distance / groups of 6 max.
- **Off-the-water**
 - Sanitise hands.
 - Get SUP bag, disinfect paddle & pump. Place in bag.
 - Disinfect SUP, deflate and store in bag.
 - Sanitise hands again.
- **Post session**
 - If a paddler is diagnosed as Covid19 positive inform the club secretary immediately : secretary.ockc@gmail.com
- **Other**
 - OCKC will maintain track and trace records for 21 days (OSM or other).
 - OCKC will provide hand sanitiser and cleaning kit for events.

EVALUATING RISK AND BENEFIT

		Impact (severity of injury)			
		Trivial (1)	Minor (2)	Serious (3)	Major (4)
Likelihood	Most unlikely (1)	1	2	3	4
	Unlikely (2)	2	4	6	8
	Likely (3)	3	6	9	12
	Most likely (4)	4	8	12	16

Likelihood – how likely is it going to happen

Impact – the severity of injuries if it goes terribly wrong

1,2,3 minimal risk	Maintain control measures
4,6,8 Medium Risk	Improve control measures
9, 12, & 16	Improve controls immediately & Consider stopping work