

BALTO KC COVID 19 RISK ASSESMENT



Completed By:	
Date:	

This risk assesment has been created as a result of the Pandemic of 2020. Its purpose is to carry out a honest assesment of the risks associated with running the club to its members. The finding of the initial risk assesment will form the basis for proctocl implimentation, once implimented this must be maintained and if any amendments are made to the protocols or a risk presents itself then the risk assesment must be completed again and amended where nessecary

Potential Risk	Risk of contamination Pre protocol Implimentation			Protocol	Responsibility	Risk of contamination Post protocol Implimentation			Further action required ...
	Low	Medium	High			Low	Medium	High	

SOCIAL DISTANCING

Club house			✓	2 Metre social distance No more than 2 inside at any time Clear and simple signage on display on club house doors	Committee, club members & Families	✓			Ongoing review
Bank			✓	2 Metre social distance Families to maintain to own units and keep clear distancing Mobile signage in place bankside for all (inc public)	Committee, club members & Families	✓			Ongoing review
On the water			✓	2 Metre social distance Self rescue is priority rescue Use paddles touching as a guide for 2 metre rule	Instructor / Leader	✓			Ongoing review
Public			✓	2 Metre social distance If required ask people politely to move / be aware Cancel session if distancing cannot be achieved	Committee, Instructors & Leaders		✓		Ongoing review
Leader responsibilities			✓	Lead by example Utilise mobile signage / Hi Vis for the banks If members do not comply they must be advised or removed	Instructor / Leader	✓			Ongoing review

SANITISING

Club equipment			✓	Paddler to remove and return equipment following club house protocols Equipment to be sprayed before and after every use Social distancing MUST be maintained at all times	Club & Committee		✓		At medium purely because its shared equipment
Members Personal equipment			✓	No sharing of equipment unless within own family unit Instructed to wash down boats and paddles post sessions with a milton mix Instructed to rinse soft wear in fresh water and allow to dry fully between sessions	Club & Committee	✓			Ongoing review
Club house sanitising station			✓	2 Spray bottles with a Milton mix available at all times PPE & Gloves available in station Hand sanitiser available for committee / instructors / leaders to manage club house	Club & Committee	✓			Ongoing review
Leader responsibilities			✓	Weekly check of first aid kits for PPE Weekly check of spray bottle & hand sanitiser levels Weekly spray of whole club house	Committee	✓			Ongoing review

CLUB MEMBERS								
Educate			✓	Members and direct family to submit a covid code of conduct Receive initial induction to protocols Regularly check Balto KC social media for updates	Club Members	✓		Ongoing review
Comply			✓	Club members to comply fully with Covid code of conduct Club member families to comply fully with Covid code of conduct Serious breaches = removal. Repeated = removal from club	Club Members	✓		Ongoing review
Sanitise			✓	Must sanitise and clean all equipment post sessions with a Milton Mix Must carry sanitising gel on person and use in view of leader pre and post Must rinse soft wear in fresh water and allow to dry fully between sessions	Club Members	✓		Ongoing review
Parental / Guardian presence			✓	Must be present on bank in case of minor first aid required or incidents Must be at trips, aware of route / timings and potential extraction point Must provide a mobile number to the Instructor / Leader in case of incidents	Club Members	✓		Ongoing review
Leader responsibilities			✓	Monitor social distancing at all times Advise when to maintain distancing Effect removals / expulsions for serious / continual breaches	Instructor / Leader	✓		Ongoing review

RESCUE								
Self (Swim to shore)			✓	Ensure no foot entrapment in boat or in water Swimmer to tow / push boat to bank if possible If swimmer unable instructor to clip boat and paddle or barge (Prevent handling)	Club & Committee	✓		Ongoing review
Self (Re-entry)		✓		Cowboy - Instructor can assist by holding bow when swimmer on stern Once swimmer is on boat move away to 2 metre distance If swimmer cannot put on deck then continue without it to the bank or end of trip		✓		Ongoing review
Assisted concious			✓	X-Rescue - Complete swiftly and try to effect hold as far away as poss from cockpit Once swimmer is on boat move away to 2 metre distance If swimmer cannot put on deck then continue without it to the bank or end of trip	Club & Committee		✓	Ongoing review
Assited Unconscious			✓	Follow HOG if still in boat and focus on clearing airway and maintaining it open Maintain face out of water, clear airway and naitain it open There are very little Covid precautions in this scenario, get to bank asap and use PPE	Instructor / Leader			✓ Cannot prevent this risk
Leader responsibilities			✓	Do not put yourself at risk if there is an opportunity to rescue without contact Involve family members to assist for extractions / evacuations In serious incidents ensure PPE is worn once on land	Instructor / Leader	✓		Ongoing review

FIRST AID								
Minor Injury			✓	Social distancing must be maintained Extract injured party and advise them or family how to apply aid If physical assistance is required then full PPE MUST be worn	Club & Committee	✓		Ongoing review
Major Injury			✓	Full PPE MUST be worn before treatment In event of resuscitation compression only, no rescue breath or listening Post incident all equipment must be sterilised	Club & Committee		✓	Ongoing review
Suspected Covid			✓	Enquire sypmtoms in 14 days (Fever / Cough / Breathing diff) Enquire if exposed to someone with Covid 19 in last 14 days If any suspicion person to leave and contact GP / HSE	Club & Committee	✓		Ongoing review
Leader responsibilities			✓	Leader / Instructor MUST wear PPE before assisting Minor injuries advise injured person or family to apply aid Any Covid suspision all involved to be advised to contact GP / HSE	Instructor / Leader	✓		Ongoing review

INCIDENTS								
Minor Incident on water			✓	Assess and maintain social distance for all Self rescue is primary response Control and consider group whilst responding	Club & Committee	✓		Ongoing review
Major Incident on water			✓	Immediate rescue from RSR / trained instructor Appoint a leader to manage rest of group and distance Extract individual and group as soon as possible	Club & Committee		✓	Ongoing review
Public disturbance			✓	Maintain social distance where possible Diffuse if possible, leave if not, call authorities if required Call authorities	Club & Committee		✓	Ongoing review
Leader responsibilities			✓	Follow protocols as above Ensure own safety at all times Report and record and incidents	Instructor / Leader	✓		Ongoing review

TRIPS								
Transport & Shuttles			✓	No car sharing unless from same family to and from trips Minimise sharing on shuttles. Use mutple vehicles if needed to maintain distances	Club & Committee	✓		Ongoing review
Parent / Guardians			✓	Must be present for trips to ensure car sharing is not used Must be present for shuttles to prevent car sharing Must be present in case of Evacuations, minor first aid	Club & Committee	✓		Ongoing review
Leader responsibilities			✓	Plan and assess trips, keep parents fully advised of routes, times and extraction points Instructor to have all parents mobile numbers that are on the trip Been aware of paddling through / public places and maitaining social distancing	Instructor / Leader	✓		Ongoing review

COVID TRACING								
Retain records of every session			✓	Covid risk assesment working copy to be used for every sessions All taking part must be recorded on risk assesment and sheet filed Any incidents or suspicion of Covid must be reported to HSE and noted on assesment	Committee / Leaders / Instructors	✓		Ongoing review