

## Ethel Trust Risk Assessment

Sheet Ref.	4	Degree of Risk											Persons at Risk				
Date	1 <sup>st</sup> September 2019	Seriousness					Likelihood										
Risk Area	Passenger Involvement	4	3	2	1	5	4	3	2	1							
Assessor	John Batley / Bill Carruthers																
Ref. No.	Risks and Hazards																
1	Locks & bridges	X							X		8	X	X			X	
2	Disembarking		X							X	6	X	X	X	X	X	

3	Falling overboard. Action in case of fire. Personal hygiene.	X								X	4					X
4	Mooring sites Slipping & tripping Falling in water Trapping fingers	X								X	4	X	X	X		X

**Risk Scores**

**Low 1 – 5**

**Medium Risk 6 – 12**

**High Risk 13 – 20**

## Action Plan

Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion date	Initial Risk Rating	Final Risk Rating
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1	Locks & bridges	<p><b>Included in Training.</b></p> <p>Pre-Trip Safety Briefing.</p> <p>Prior to activity commencing, assessment of capabilities of those participating by crew and carer.</p> <p>Passengers always accompanied by qualified crew member and carer on a ratio of 1 to 1.</p> <p>Instruction in use and operation of equipment.</p> <p>Dangers to be pointed out prior to disembarking, and during the operation</p> <p><b><u>Specific to Young people.</u></b></p> <p>For shore based activities connected to the trip, a ratio of 1 to 1 young per carer, plus any crew.</p> <p>Constant monitoring by crew of participant during involvement.</p>	Existing controls to be maintained.	<p>Trainers</p> <p>Skippers</p> <p>All crew</p>	Ongoing	8	4
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		<p>Not involved without prior agreement of Group Leader.</p> <p>Activity fully explained and understood by those participating.</p> <p>Assess capabilities.</p> <p>Wear buoyancy aids.</p> <p>Demonstration of equipment_ not to operate until told.</p> <p>Not to go onto lock chamber 'edging'.</p> <p>Close supervision_ to stay with crew member at all times.</p> <p>No running.</p> <p>No racing_ to open gates first.</p> <p><b>Skipper or Crew Member has power to terminate an activity at any time.</b></p>					
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2	Disembarking	<p><b>Included in Training.</b></p> <p>Not to disembark until boat safely alongside and secured</p> <p>Ramp to be used when appropriate.</p> <p>Crew to advise when safe.</p> <p>Assist to disembark.</p> <p>If disembarkation site does not appear safe – passenger involvement to be cancelled.</p>	Existing controls to be maintained.	All crew  Trainers	Ongoing	4	3
3	Falling overboard  Action in case of fire  Personal hygiene	<p><b>Included in Training.</b></p> <p>Safety Briefing by Skipper prior to departure.</p> <p>Signed acknowledgement by Group Leader that Safety Briefing has been given.</p> <p>Group Leader to acknowledge understanding and have responsibility for any passenger unable to understand.</p> <p>All safety equipment present and in order before every trip.</p>	Existing controls to be maintained.	Skippers  All crew  Trainers	Ongoing	4	4

4	<p>Mooring sites</p> <p>Slipping and tripping</p> <p>Falling in water</p> <p>Trapping fingers in mooring ropes.</p>	<p><b>Included in training.</b></p> <p>Always moor at designated mooring site if possible.</p> <p>Crew not to disembark until vessel is alongside and secured</p> <p>Be wary of slippery surfaces or uneven edging.</p> <p>Keep fingers away from ropes on bollards or rings.</p> <p>If using mooring stakes, ropes not to cross towpath and mark stakes with warning cones.</p> <p>Use properly secured ramp if necessary.</p> <p>Passengers not to disembark until advised by crew.</p>	Existing controls to be maintained.	<p>Trainers</p> <p>All crew</p>	Ongoing	4	4
<b>Assessed by : John Batley / Bill Carruthers</b>						<b>Date: 1<sup>st</sup> September 2019</b>	