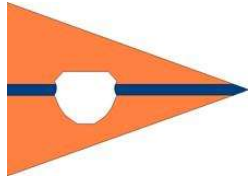


CLWB HWLIO LLYN BRENIG SAILING CLUB

Risk Assessment – Club Activities

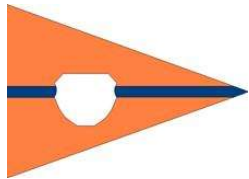
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
1	General activities around club	Slips trips and falls in changing area	All club users	4	3	12	Non slip flooring in changing area. Provision of mop and bucket. Non slip mats for showers. Changing rooms to be kept tidy and bags to be placed on or near benches.	4	1	4	None
2	General activities around club	Slips trips and falls - Galley and main club area	All club users	4	2	8	Club area to be kept tidy and free from clutter on floor. Trailing wires to be minimised by ensuring electrical heaters are placed by walls. Mops provided for galley staff to remove spills and water from members who have been sailing. No bare feet in first floor area and galley. Stairs to be kept clear and in good condition. Access to galley to be restricted during events by closing door.	4	1	4	Consider non slip paint on stairs when refurbished.
3	General activities around club - lift	Entrapment/ falling	Users of lift and galley	4	2	8	Lift to be regularly serviced and guards in place on moving parts. Emergency stop button in place. Guide to use readily available Barrier to prevent access to lift shaft.	3	1	3	To be included in annual inspection of equipment.



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Risk Assessment – Club Activities

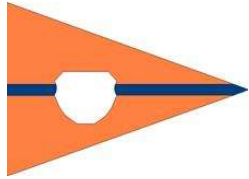
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
4	Galley Activities - general.	Scalding from geyser/kettle	Galley users	4	2	8	Users to be aware risk of hot water. Geyser placed on stand in corner to prevent tipping. Access to galley limited during events by closing door. Children not allowed unsupervised in galley.	4	1	4	None
5	Galley activities - Food Preparation and Storage	Food Poisoning	All who eat food from galley.	4	2	8	Club galley inspected by Local Authority for hygiene and receives certificate of compliance. Minimum food storage on premises. Fridge and freezer available in galley. Use by dates to be observed. Hand wash facilities available with hot water and soap. Cleaning equipment and cleaning agent available to wipe down food preparation area. Galley cleanliness to be maintained by galley duty officer.	3	1	3	None
6	Fire in Club House	Injury as a result of fire	All club users	5	2	10	Clubhouse equipped with smoke alarms to be checked monthly. Clubhouse equipped with fire extinguishers. Fire exit marked with sign and emergency lighting. First Aid Fire appliance are inspected annually.	4	1	4	Fire alarm procedure and evacuation plan to be available in galley.



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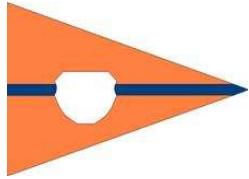
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
7	Club use – electrical equipment	Electrocution	Users of electrical items in club house.	5	2	10	Club domestic power supply protected by circuit breakers. Electrical equipment to be PAT tested on commission and subsequently every three years. Annual inspection of integrity of electrical equipment.	5	1	5	None
8	Club use- Showers	Scalding or falling	Users of showers	4	3	12	Thermostatic taps on showers to reduce risk of scalding with instructions. Non slip shower trays fitted.	4	1	4	None
9	Club Structure	Asbestos	Persons using club facilities	5	3	15	Club has been inspected and no asbestos found in its construction	1	1	1	None



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Risk Assessment – Club Activities

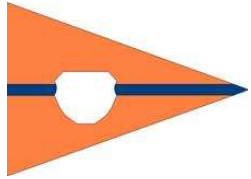
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
10	Use of club buildings, galley, meeting room and changing rooms	COVID-19 infection from airborne or surface transmission	All club users including members of the public	4	4	16	<ul style="list-style-type: none"> First floor galley and meeting room to remain closed. No catering provision Changing room use not permitted. Members are required to change at home or in the car park Access to the building will be only to use the toilet. Toilet use on a 'one-in-one-out' basis in accordance with the Club's 'Return to Sailing' policy Hand-basins adapted to facilitate no touch hand-washing. Additional hand-washing facility to be installed outside the building. No training to be provided All persons requested not to visit the club if they have symptoms, have the virus or should be self-isolating in line with government advice 	4	2	8	Monitor effectiveness and make further changes to protocol if necessary.



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Risk Assessment – Club Activities

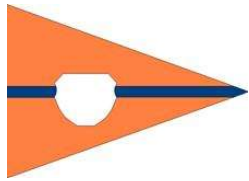
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
CAR PARK, BOAT PARK, SLIPWAY, PONTOON											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
11	Vehicle movements around club	Hit by moving vehicle	All club users	5	2	10	Members/visitors to take extra care and control speed accordingly when parking or driving around club grounds.	5	1	5	None
12	Using slipway	Falling/ slipping on surface	All slipway users	4	2	8	Users to take care and wear appropriate footwear when manoeuvring boats on slipway (i.e. not flip flops). Users advised to run boats ahead when going down slipway (to avoid being run over in case of a slip). Slipway to be checked for stones or obstructions.	4	1	4	None
13	Rigged boats ashore	Hit by boom	Passers by/ Inexperienced club users, Visitors	4	2	8	Experienced members to warn less experienced of risk of holding and releasing boom in prevailing wind conditions. Safe advice to stay clear of rear of rigged dinghies. Foreshore area to be used as rigging area.	4	1	4	None



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Risk Assessment – Club Activities

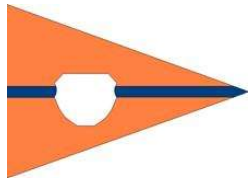
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
14	Rigging boats, launching and retrieving boats	Infection with COVID-19 during shoreside interaction	Club members and members of the public	4	3	12	Government advice on social distancing adhered to during rigging, launching and recovery. All members requested not to visit the club if they have symptoms, have the virus or should be self-isolating in line with government advice. Guests not permitted at the club.	4	2	8	Guidance to be reviewed and publicised to members as and when Wales Government and RYA guidance is updated – COVID-19 sub group formed to undertake this
15	Launching and Recovering Safety Boats	Run over by safety boat on launching trailer Or manual handling injury	All safety boat users.	4	3	12	Sufficient numbers to assist in launching/recovery of safety boat. Safety boat to be run ahead on slipway to prevent over running.	4	1	4	None



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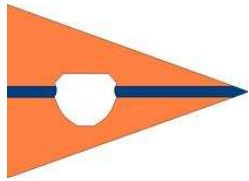
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
16	Launching and Recovering Safety Boats and Cruisers	Infection with COVID-19 from surface or airborne transmission of the virus during launching and recovery.	Club members.	4	3	12	Protocols in place to minimise risk in launching and recovery of RIBs and cruisers. XL and Humber RIBs to remain on moorings for the duration of the season.	4	2	8	Guidance to be reviewed and publicised to members as and when Wales Government and RYA guidance is updated – COVID-19 sub group formed to undertake this
17	Using Pontoon	Slipping/Falling from Pontoon	All users	4	2	8	All persons using pontoon to wear buoyancy aid. Persons on pontoon to walk not run. Owl in place to scare geese and reduce fouling. Pontoon to be kept clean and free of obstructions. Pontoon gate to be secured when not in use.	4	1	4	None
18	Fuel Storage	Fire/Explosion	All users	5	3	15	Fuel to be stored in appropriate containers and placed in secure store which is ventilated. Fire extinguisher available on RIB.	5	1	5	



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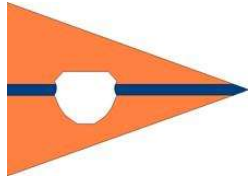
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
19	Fuel transport	Fire/explosion	All users	5	3	15	Fuel to be transported to club in appropriate containers and in quantities that are safe to do so in line with regulations	5	1	5	Appropriate containers available for transporting fuel
20	Filling fuel tanks	Fire/Explosion	Safety Boat crew/users	4	3	12	Fuel tanks to be filled in well ventilated area away from ignition sources. Funnel to be used to reduce spills.	4	1	4	Review fire extinguisher for suitability.
21	Working at heights	Injury from falling	Persons working on cruisers or similar boats ashore	4	3	12	Persons to use appropriate ladders when working at a height.	4	1	4	None
22	Using storage container	Injury from falling object or tripping	Persons in container	4	2	8	Storage containers to be kept tidy at all times. Appropriate racking in place to keep items secure	4	1	4	None
23	Using storage container	Risk of COVID-19 transmission	Persons in container	4	4	16	Members should only enter containers on a one-in-one-out basis. Members to take care not to touch gear other than their own or items they are personally using.	4	2	8	



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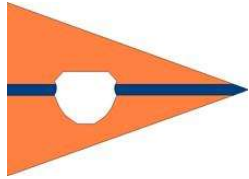
CLUBHOUSE											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
24	Use of winch	Entrapment/ electrocution	Persons using winch	4	2	8	Winch powered by 12 car battery reducing electrocution risk. Instructions on use attached to battery trolley. Person to keep hands clear of winch drum and cable when using. No gloves to be worn when using winch. Persons to be clear of winch wire when retrieving boat.	4	1	4	None
25	Use of tractor	Injury from tipping/ entrapment	Persons using the tractor	4	2	8	All persons using the tractor to be familiar with the controls. Not to be used without other persons present.	4	1	4	Instructions on safe use of the tractor to be available in the OoD manual.
26	Use of personal sailing PPE (wetsuits, buoyancy aids, helmets)	Infection from Covid-19 through sharing of waterborne PPE	Members	4	4	16	Members required to use their own personal buoyancy and sailing clothing. Club sailing PPE (wetsuits, buoyancy aids, helmets) not to be used. Individual kit to be locked away in members' cars when not in use.	4	1	4	



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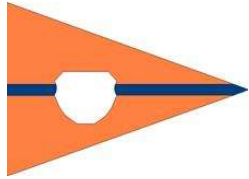
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
27	Sailing - General	Capsize	All sailors	3	5	15	All members encouraged to complete RYA level 1 & 2 training available at club. All dinghy sailors to wear buoyancy aid or life jacket. (Non swimming dinghy sailors to consider wearing a life jacket which turn unconscious person on back). A defined sailing area. At least one motorised safety boat in attendance at all times during club events. At least one member of safety boat crew to have completed RYA safety boat course. Club bye laws do not permit sailing a dinghy alone. Cruiser sailors to wear buoyancy aid or life jacket in tender.	1	5	1	None



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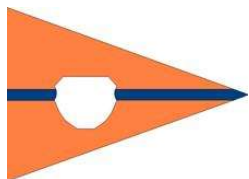
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
28	Sailing - General	Hypothermia and exhaustion		4	3	12	All members encouraged to complete RYA level 1 & 2 training available at club. The provision of clothing is a personal responsibility and must be appropriate for relevant to weather conditions and lake temperature. A defined sailing area. At least one motorised safety boat in attendance at all times during club events. At least one member of safety boat crew to have completed RYA safety boat course. Survival bag available in safety boat. Access to first aid, warm changing rooms and hot showers. Club bye laws do not permit sailing a dinghy alone. Cruisers to have access ladder in place if using lake alone and to wear a buoyancy aid at all times when on the water. OoD and safety boat crew to monitor sailors' particularly young persons or those who have had a high number of capsizes.	2	2	4	Emergency equipment to be checked by safety crew prior to launch. Spares to be available in the clubhouse.



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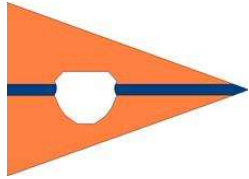
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
29	Sailing – General	Drowning	All sailors	5	3	15	All members encouraged to complete RYA level 1 & 2 training available at club. Defined sailing area. At least one motorised safety boat in attendance at all times during club events. At least one member of safety boat crew to have completed RYA safety boat course. Access to first aid. Telephone for contacting emergency services available in club house. Radio equipment available to communicate with club house and OOD to contact emergency services immediately person is found unconscious. Club bye laws do not permit sailing a dinghy alone. Cruisers to have access ladder in place if using lake alone and club strongly endorses RNLi advice to wear a buoyancy aid at all times when on the water. OOD and safety boat crew to monitor sailors particularly young or those who have had a high number of capsizes.	5	1	5	To develop briefing document for new club members and visitors re safe use of club.



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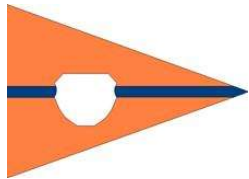
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
30	Sailing - General	Entrapment and drowning	All sailors	5	1		RYA studies have shown that likelihood of entrapment is low but does increase if a trapeze is in use. Trapeze sailors to wear quick release harness. Safety boat crew receive training in recovering boats and knife available for safety boat crew. Those using trapeze boats to consider using helmets which are available in club. Check all harness provided by the club are quick release models	5	1		Check all harness provided by the club are quick release models
31	Sailing - General	Struck by another boat	All sailors	4	3	12	All members to have awareness of rules of racing and collision regulations and to ensure safety of other users lake. All competitors advised never to fend off another boat with part of your body. All boat owners to have a minimum third party liability insurance of £1,000,000 as per club bye laws.	4	1	4	None



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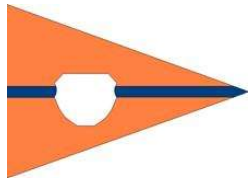
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
32	Sailing - General	Sinking or other serious damage	All sailors	3	3	9	Defined sailing area with out of bounds sailing area around outfall and dam wall clearly displayed in club and available on the website. Safety boat crew briefed to prioritise individuals rather than boats and equipment.	3	1	3	None
33	Sailing - Training	Drowning, Capsize, hypothermia, struck by another boat, hit by boom, trapped fingers	Trainees	5	2	10	Trainees to be aware of safety rules to be adequately dressed and to wear suitable buoyancy aids. Competent instructors supervising trainees at all times. At least one motorised safety boat in attendance at all times with at least one member of crew having completed safety boat training. Defined sailing area. Trainees to follow instruction. Experienced sailors to keep clear of trainees, when sailing.	5	1	5	None



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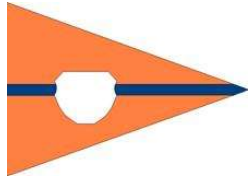
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
34	Sailing - General	Weather deterioration increasing risk of injury	Sailors	5	4	16	Officer of day to assess prevailing weather conditions and experience of helms to decide if additional safety boat is required or sailing is to be abandoned. Weather station to be monitored and appropriate weather check to be conducted by OoD	5	1	4	None
35	Sailing - General	Inability to right boat	Sailors	4	2	8	At least one motorised safety boat in attendance during sailing. Club bye laws prevent non keelboats sailing alone without such cover unless a minimum of two boats are sailing each with a competent crew. Safety boat crew appropriately trained having complete power boat and safety boat course. Guidance available on website for safety boat crew righting dinghy's available.	2	2	4	None



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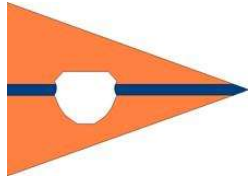
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
36	Powerboat activities	Propeller hazards	Persons in water	5	3	15	All users of club powerboat to have completed RYA powerboat course. All powerboat operators to wear kill cord and turn off engine when in safety/rescue situation and in close proximity to persons in the water.	5	1	5	None
37	Power boat activities	Fire	Safety boat users	5	2	10	RIB fitted with fire extinguisher. RIB subject to regular service and prior to use the fuel tank to be correctly filled and fuel line properly fitted	5	1	5	None
38	Power boat activities	COVID-19 infection from airborne or surface transmission	Safety boat users	4	3	12	Safety boat and club tender to be manned by one helm only each sailing day. Only one person to helm each RIB during a sailing day – no changes of crew. Register of use to be maintained, to ensure 72 hour interval between successive uses. Safety boat not to act as water taxi When towing use a line of at least 5m length.	4	1	4	



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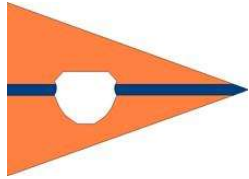
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
39	Cruisers	Fire	Anyone in a powered boat or with a galley	5	2	10	Cruiser owners encouraged to comply with RYA booklet C8 (Boat Safety Handbook). Fire extinguisher available on RIB	5	1	5	None
40	Cruisers	Man overboard	Crew	5	2	10	Life vest to be worn at all times whilst on board and travelling to and from Cruiser in a tender or RIB. Helm to be able to recover person from water or to summon assistance. If sailing single handed should have a means of summoning assistance if necessary.	3	2	6	None



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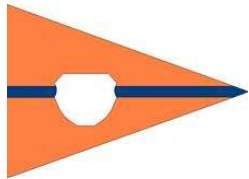
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
41	Cruisers	Laying moorings	Person laying moorings	5	2	10	It is the responsibility of each Cruiser member to ensure that mooring is suitable Cruiser and secure. Ensure that care is taken when manual handling a new mooring for laying. When laying mooring appropriate clothing and footwear. Suitable control to be maintained of any mooring chain to prevent entanglement with operator. At least one RIB free to assist and respond to emergency.	5	4	5	Develop guidance on how to lay an appropriate mooring.
41	Sailing	Infection from Covid-19 whilst sailing in close quarters	All members	4	3	12	Racing format to allow staggered starts Requirement for social distancing to be maintained whilst sailing and written into the sailing instructions. Calls for 'water' or 'room' must be honoured in a way which respects the SD2m Rule.	4	1	4	



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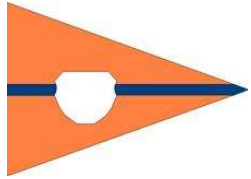
Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
42	Sailing	Infection from Covid-19 through shared boats		4	4	16	Double handed dinghy use and cruisers restricted to members of the same household All persons requested to not visit the club if they if they have symptoms, have the virus or should be self-isolating in line with government advice	4	2	8	



CLWB HWLIO LLYN BRENIG SAILING CLUB

Risk Assessment – Club Activities

Sailing Area											
Number	Activity / Task	Hazard	Person at Risk	S	L	RF	Controls in place	S	L	RF	Action Required
43	Rescue activity	Infection from Covid-19 during waterborne rescues	All members	4	3	12	<p>All persons requested to not visit the club if they if they have symptoms, have the virus or should be self-isolating in line with government advice</p> <p>Safety boats to attend all capsizes/ incidents and stand off. To perform rescue only in the vent of risk of serious injury or risk to life.</p> <p>Stirrup provided in both RIBs to enable sailors to climb aboard without close contact with the helm.</p> <p>1 person or two household members per safety boat.</p> <p>All sailors and crew must sign [on line] that they are able to recover from a capsize.</p> <p>No training to take place.</p> <p>Race Officer [OoD] must assess the conditions including windspeed and take additional control measures to reduce the risk of capsizes. Maximum windspeed for sailing to take place set to Force 4, 17 knots.</p> <p>PPE available for safety crew with spares carried in first aid kit.</p>	4	2	8	<p>Consideration given to methods of recovering individuals into dinghies to maintain social distance.[e.g. Use of Stirrup.</p>



CLWB HWLIO LLYN BRENIG SAILING CLUB

Risk Assessment – Club Activities

Name of person preparing assessment:Signature:.....

Date:

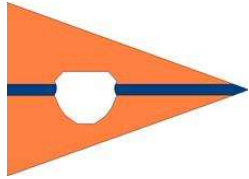
Name of person receiving assessment.....Signature:

Date

S = Severity L = likelihood RF = Risk factor

S x L = RF

Action Required – if RF = or > 6



CLWB HWLIO LLYN BRENIG SAILING CLUB

Risk Assessment – Club Activities

Refer to Health and Safety management plan for guidance

L I K E L I H O O D	5	Low Risk Possible Action 5	Medium Risk Action 10	High Risk Action Now 15	High Risk Action Now 20	High Risk Action Now 25
	4	Low Risk Possible Action 4	Medium Risk Action 8	Medium Risk Action 12	High Risk Action Now 16	High Risk Action Now 20
	3	Low Risk Possible Action 3	Low Risk Possible Action 6	Medium Risk Action 9	Medium Risk Action 12	High Risk Action Now 15
	2	No Action 2	Low Risk Possible Action 4	Low Risk Possible Action 6	Medium Risk Action 8	Medium Risk Action 10
	1	No Action 1	No Action 2	Low Risk Possible Action 3	Low Risk Possible Action 4	Low Risk Possible Action 5
		1	2	3	4	5
		SEVERITY				