

Farnham District Scouts.	Scouts Activity Risk Assessment (ARA)	Scout Kayak/Canoe Activities
		Garners field

Activity Description:	Canoe/Kayak/Rafts on the River Wey: Location: Garners Field Camp Site, Tilford, Surrey. B1 Water B2 water sluice is out of bounds to all operators.			
ARA Completed By:	G. Thain	Date of Assessment:	July 2024	

Activity	Hazard	Persons at Risk	Risk Rating			Existing Risk Measures	Additional Risk Measures	Residual Risk		
			P	S	RR			P	S	RR
Craft	Drowning	Activity Participants	4	4	16	<ul style="list-style-type: none"> Participants must wear appropriate buoyancy aids throughout the activity, checked by staff at the start of the session and before participants get on the water. In the case of capsize, staff to ensure all participants involved are accounted for and safe – Pre planned capsizing is acceptable if leader led The River Wey is shallow enough to stand up in the event of a capsize, or craft falling apart. Participants briefed on what to do if craft sinks (stand up and pull craft to the edge) Follow River Operating Procedure Permit Holders must have B1 water permits 	<ul style="list-style-type: none"> Consider provision of throw lines with sentry staff on embankment 	1	4	4

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Craft and craft assembly	Trapped Fingers/hands/legs	Activity Participants Parent Helpers Leaders	4	4	16	<ul style="list-style-type: none"> Participants briefed at the start of the session on the potential risk of trapping fingers, hands and legs between craft. No loops on ropes. Participants reminded throughout the session, especially when Craft groups are in close proximity. 	<ul style="list-style-type: none"> Maintain surveillance and diligence at all times 	2	2	4
Craft and Preparations	Slips, trips and falls	Activity Participants Parent Helpers Leaders	3	3	9	<ul style="list-style-type: none"> All equipment not being used is put away in the stores. All participants to be warned about craft equipment on the ground (hulls, ropes, barrels etc.) All participants are instructed to wear appropriate footwear. Participants warned about exposed tree roots, sharp debris and potential hazards. 	<ul style="list-style-type: none"> Ensure first aiders and first aid kits are available, up-to-date and mobile phones are charged and available to call 999 if required. 	1	3	3
Craft and observing	Exposure / Hypothermia and Sunburn	Activity Participants Parent Helpers Leaders	3	3	9	<ul style="list-style-type: none"> Staff to ensure that clothing is appropriate for weather conditions (hats/dry suits etc.) Both staff and participants to drink plenty of water. Participants are advised to have a spare change of clothes with them for the end of the session. Permit holder/leaders to regularly check welfare of any saturated participant, withdrawing them if they show early signs of exposure. 	<ul style="list-style-type: none"> Sun Cream applied when needed Sheltered places to be made available 	2	2	4

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Craft	Hit by paddles	Activity Participants Parent Helpers Leaders	3	3	9	<ul style="list-style-type: none"> Participants briefed on dangers of wielding paddles in confined spaces and if splashing game is played, explain the safe amount of space to be left between each other. Permit holder /Permit holder to stay aware throughout the session Helmets/Buoyancy aids to be worn at all times 	<ul style="list-style-type: none"> Brief participants on maintaining a firm grip on the T of the paddle and not on the shaft 	2	2	4
Craft Launch and Recovery	Launching and recovering crafts	Activity Participants	2	3	6	<ul style="list-style-type: none"> All Activity personnel are provided with manual handling briefing. Activity specific training given to all staff 		1	2	2
Craft and activity pre-checks	Equipment Failure	Activity Participants Parent Helpers Leaders	2	3	6	<ul style="list-style-type: none"> Equipment is checked visually before use by permit holders and participants Periodic/seasonal inspection and maintenance. Suspected defective equipment to be quarantined until inspection by Garners Field Warden. If defective, to be destroyed to prevent further use. 	<ul style="list-style-type: none"> Try to ascertain vintage and use intensity of equipment (e.g. paddles/hard hats etc) 	1	2	2

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Any Water activity	Infection from water borne diseases, pathogens, toxins OR deceased wildlife	Activity Participants Parent Helpers Leaders	3	3	9	<ul style="list-style-type: none"> Any cuts to be covered with waterproof plasters. Advised to shower after activity and to ensure hands are washed before eating or drinking. Permit holder(s) to keep capsizing and unnecessary splashing to a minimum in risk areas. If feeling unwell in the following 36-72hrs to see a doctor letting them know that they have been taking part in water activities. Follow River operating procedure for Garners Field. 	<ul style="list-style-type: none"> Check Water Quality with Environment Agency or Thames Water if viable. Abandon activity if water quality or e.g. Blue Green Algae risk is high. Keep eye out for contamination areas (e.g. dead fish, dead animals, slicks) 	2	2	4
Any Water activity	Weather	Activity Participants Parent Helpers Leaders	2	5	10	<ul style="list-style-type: none"> At first sign of a thunder and lightning storm, permit holder to stop session and get everyone off the water as quickly and safely as possible. A minimum clear period of 30 minutes after thunder, before a session can continue. 	<ul style="list-style-type: none"> Met Office forecast to be reviewed and considered in advance. 	2	2	4
Craft	Overhanging Trees	Activity Participants Parent Helpers Leaders	2	5	10	<ul style="list-style-type: none"> Ensure that the group are made aware of this hazard Periodic inspection of the river carried out, especially after flood or strong winds 	<ul style="list-style-type: none"> Site team to briefed on hazard removal. Survey the activity area in advance. 	2	2	4

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Craft	Entanglement/ Entrapment	Activity Participants	3	4	12	<ul style="list-style-type: none"> Permit holder(s) will check each craft before it goes on the water that there are no deficiencies. Leaders and permit holders will teach the correct knots needed to build crafts. Participants warned where to sit on craft to prevent entanglement with ropes. 		2	2	4
Craft	Sluice Safety	Activity Participants	2	4	8	<ul style="list-style-type: none"> A Rope must be placed at the designated point across the water and a Adult must stay down river of all under 18 at all times 		1	1	2
Craft	Submerged objects (debris, sharp material etc)	Activity Participants	2	4	8	<ul style="list-style-type: none"> Ensuring all participants and staff have well fitted footwear e.g. no crocs, flip flops etc. Establish any extra knowledge from regular uses on submerged objects – look for hazard as part of pre-activity survey. 		1	1	2
Craft	Head/Eye Injury	Activity Participants	2	4	8	<ul style="list-style-type: none"> Participants briefed at the beginning of the session on the potential hazards that may cause a head injury (e.g. branches at eye level) Helmets to be worn by all participants, optional for leaders 	<ul style="list-style-type: none"> Wear sunglasses or eye protection (with lanyards) 	2	2	4

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Craft	Equipment Failure	Activity Participants	2	3	6	<ul style="list-style-type: none"> All equipment (buoyancy aids, paddles, Craft etc) to be checked prior to use by permit holder, any faults to be recorded and decommissioned Annual recorded checks to equipment to be ideally carried out by site warden 		1	1	2
Craft and activity marshalling areas	Group behaviour	Activity Participants Parent Helpers Leaders	2	2	4	<ul style="list-style-type: none"> Group leaders are to ensure that the group is under control at all times. Permit holder/leader is to stop the session if the Participant's behaviour becomes dangerous. 		1	1	1
Craft and activity marshalling and activity areas	Group control	Activity Participants Parent Helpers Leaders	2	2	4	<ul style="list-style-type: none"> Group briefed at the start of the activity on clear boundaries System of group recall explained at the start of the session 		1	1	1

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		Probability				
		Unlikely	Possible	Probable	Very Likely	Certain
Severity	Minor Injury	1	2	3	4	5
	First Aid Injury	2	4	6	8	10
	3 Day Injury	3	6	9	12	15
	Major Injury	4	8	12	16	20
	Fatality	5	10	15	20	25

Low	1 – 4	Monitor	Tolerable risk; no additional control measures required; scouts made aware of safe/correct system of work.
Medium	5– 12	Improvement Required	Action required further reducing risk to acceptable level; reviewing process activity.
High	15+	Immediate Action Required	Unacceptable risk; stop activity immediately; inform management and refer to leader

Note: River Wey Flow Monitoring station live data available at:
<https://www.gaugemap.co.uk/#!/Detail/1210/1331>