

Section B Tasks and Activities

NUMBER	HAZARD	THOSE AT RISK	RISK CONTROL MEASURES	Office use only <i>This column is used only during the review process</i>
T&A 01	Carrying Canoe/Kayak Injury to shoulder or back when carrying	Club member or helper	Basic instruction will be given in manual handling with emphasis on two people carrying each canoe or kayak	
T&A 02	Carrying Canoe/Kayak & Paddle Injury from canoe, kayak or paddle striking another person when being carried	Club member or any leisure centre user	Care to be taken when carrying canoes and kayaks especially: <ul style="list-style-type: none"> • Ensure that routeway is free from obstruction. • Ensure that you are able to see ahead and that the canoe is not blocking or obstructing your view especially when approaching blind bends or doorways. 	
T&A 03	Removing Canoe or Kayak full of water from pool Injury to back etc. if attempting to lift full canoe from water.	Club member or Lifeguard	Ensure that most of the water is out of the canoe before attempting to lift it out of the water.	

Completed by:

Mike Perrott

Date: 10.12.18

Reviewed by

H&S Co-ordinator Name: Steve Cridland

Signature: _____ Date:

Centre Manager Name: Lesley Glasper

Signature: _____ Date:

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T&A 04	<p>On-site kayak storage (when available)</p> <p>Injury caused by poor method of storage or misuse.</p>	<p>Club member or any leisure centre employee or user</p>	<p>Ensure that racking is adequate for the task and constructed in a manner that minimises the risk to users and others.</p> <p>Only allow authorised people to enter the storage area. Prevent unauthorised use of equipment e.g.by storing paddles elsewhere if necessary.</p>	

Completed by:

Mike Perrott

Date: 10.12.18

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H&S Co-ordinator Name: Steve Cridland

Signature: _____ Date:

Centre Manager Name: Lesley Gasper

Signature: _____ Date: