

Adventures Unlimited Scotland CIC: Risk Assessment

Activity	Location	Nature of Group	Undertaken by	Date
Sailing "Fingal" – Hunter Sonata	Any waterway, (Maximum MCA Category C)	any	S.Sims	March 2013

Hazard: What could go wrong?	Who to?	Control: What can be done about it?	System: How do you make sure that the control happens?
Falling from jetties when boarding/leaving boat	All taking part	Warn not to run on jetty Life jackets to be worn at all times on jetties Only one person to board/leave boat at a time, no jumping. Correct method of climbing over guard rails demonstrated.	Reference Sonata Safety Policy Close staff supervision Competent adult on board and on jetty
Entrapment of limbs against jetty when leaving / returning	All taking part	Awareness of 'way' maintained by boat when returning to jetty Ensure all limbs kept inside gunwales, all crew sitting down. Sit disabled participants on water side of boat	Safety Briefing before leaving jetty Close staff supervision
Hypothermia	All taking part	Ensure participants are adequately equipped for conditions and have understanding of conditions on the water. Waterproofs available. Monitor all persons regularly and provide extra clothing etc if required.	Information provided to groups and group leaders before the sessions, safety briefing at start and provision of extra clothing if required before starting session.
Grounding or Collision with other water users, fixed objects in water (i.e rocks)	Boat/crew	Only persons holding (min) Dinghy Instructor (plus keelboat endorsement) to supervise sailing. Maintain careful lookout at all times, know maritime 'rules of the road'. Reference to charts, local knowledge of area, tidal range, hazards etc	Appropriate training/assessment Passage plan with ref to Charts, Pilots, consider local knowledge

<p>Entanglement on winches, blocks/rigging/fittings etc</p>	<p>Crew</p>	<p>Appropriate training in use of winches, coil running rigging, stow all equipment securely, ensure visually impaired participants aware of location of hazards, appropriate number of sighted ‘buddies’</p>	<p>Appropriate training Crew briefing</p>
<p>Injuries from Boom during tacking/gybing (esp accidental gybe)</p>	<p>Crew</p>	<p>Crew briefing. Avoid standing in cockpit/companionway. Essential communication when manoeuvring, all crew aware of impending tack/gybe. Adequate supervision/training of helmsman to ensure minimum risk of accidental tack/gybe. Use of preventer when running.</p>	<p>Appropriate training/briefing of crew. Consideration of wind strength, seaway.</p>
<p>Sail hoisting/lowering, flogging sails</p>	<p>Crew</p>	<p>Always 2 persons hoist sails. Coordinate feeding sail into mast and hauling halyard, care with swinging boom, warn participants of hazard, avoid flogging sails whenever possible by leeward hoists. Crewmember at bow to drop Jib/Spinnaker always clipped on.</p>	<p>Appropriate training/briefing of crew</p>
<p>Man overboard</p>	<p>Crew</p>	<p>Life Jackets worn by all on board at all times, and lifelines when out of cockpit. Use of appropriate RYA Man overboard recovery technique Note: appropriate technique depends on ability of casualty. Assistance from RIB immediately via VHF contact) Establish essential voice contact with casualties as soon as possible. Use of throw lines, MOB sling as appropriate. Contact Coastguard by VHF Channel 16 if casualty cannot be recovered immediately. Engine to be stopped and kill cord removed when in the vicinity of swimmers</p>	<p>Appropriate training Crew briefing RIB support</p> <p>Spare clothing carried, casualty to remain in cabin if necessary</p>

Injury from propeller	Crew	Treat casualty for Hypothermia and return to shore immediately When rigging/derigging on mooring, RIB to stand by in case of MOB at all times.	Appropriate training crew briefing
Engine Failure	All on board	Adequate supervision of crew, do not allow to sit at rear of boat. Engine to be stopped and kill cord removed in the vicinity of swimmers.	Regular Engine maintenance. Appropriate training
Swamping / overpowering	Boat	Ensure sufficient fuel for journey. Spares carried on board. VHF and other methods of summoning assistance, i.e flares, signal lamp RIB in attendance. Sail to safe haven if possible. Anchor and summon assistance if necessary.	RIB support Appropriate training/assessment / experience to match location and conditions
Capsize/knockdown	Boat/crew	Pump bilge before leaving jetty, appropriate reef set, or lower main in strong winds. Safety lines worn by all when not in cockpit. RIB in close attendance and VHF contact at all times. Adequate preparation for weather conditions, accurate forecast obtained. Max operating Force 5 winds. Sails reefed in good time or lowered. Mainsheet free to run in strong winds. Appropriate action in event of capsize, 1) Headcount , ensure all swimmers maintain contact with upturned boat (esp VI participants) and no persons under hull 2) summon assistance from RIB (VHF) 3) Headcount 4) recover crew to RIB 5) Headcount 6) Summon assistance from RNLI/Coastguard on Channel 16	Appropriate training/briefing Close attention to weather forecasts Choice of sailing area RIB in attendance/VHF contact

Boarding/leaving boat at mooring	Participants		Appropriate staff training and crew briefing
Transferring crew from yacht to RIB at sea	Participants	<p>RIB securely tied to Fingal before crew move. Engine off. One person moves at a time, to and from cockpit. Board/leave at shrouds only.</p> <p>Consider weather conditions and sea state to allow transfer to take place. If in doubt return to harbour first. RIB approach on windward side of yacht. Slip lines fore and aft to cleats on yacht, returned to crew on RIB. All engines off. Sails lowered or allowed to 'fly' to leeward. One person transfer at a time, alternate crew for RIB to yacht, always by shrouds and facing inboard. When transfer complete lines are slipped and yacht sails off, RIB waits until all lines recovered before starting engine.</p> <p>Date of review: 08/05/14 26/04/15</p>	<p>Appropriate staff training and crew briefing, practice in calm weather. Careful consideration to ability and experience of participants, sea state and weather conditions. Sails lowered in stronger (>force 4) winds or return to harbour for transfer.</p> <p>Reviewed by: S.Sims S.Sims</p>