

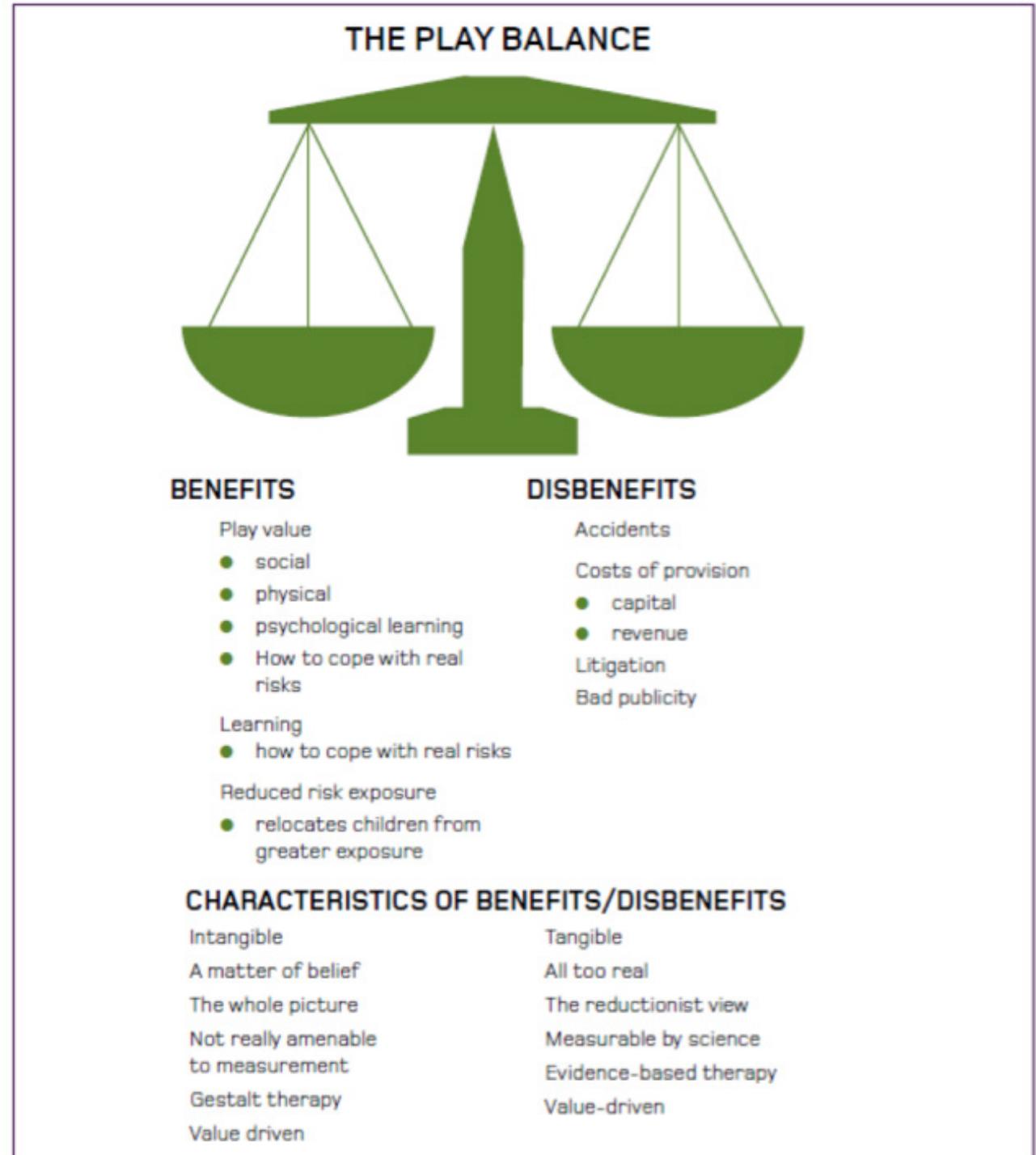


## ▷ RISK BENEFIT ANALYSIS SYSTEM

### Benefits

A simplified illustration of the problem faced by play providers. On the one hand, the good things associated with play are difficult to quantify, whereas the bad things - accidents, costs, litigation - are all too real.

Source: 'The Play Balance' from Contract Research Report CRR 426/2002 Playgrounds - Risks, Benefits and Choices. By Prof. David Ball, ISBN 0717623408, Health and Safety Executive. Crown Copyright material is reproduced with the permission of the Controller of HMSO and Queen's Printer for Scotland.



## Acknowledgement of risk

We will take all steps to ensure the health & safety of everybody whilst at Sea View Yacht Club. However, you should be aware that certain inherent risks remain, which are integral to the activity and which cannot be eliminated completely. The risk of serious injury is extremely remote but some activities may result in minor injuries; eg grazes, sprains and bruises. We endeavour to ensure that the level of risk in participation in our activities is no greater than that associated with, for example, normal play activity. This is not a 'disclaimer' but serves to inform parents & or participants about what participants may experience.

## Hazards generic to the Club and Launching areas / Slipways

Risk	Benefit	Analysis
Crossing roads	Getting from Club to Boatshed	Brief to be aware of traffic
Marine growth on slipways / shingle being washed over slipways	Gaining access to launching areas and the environment required for learning to sail	On Club owned Slipways the Boatmen clean off regularly. On Council owned Slipways the Council are informed and Sailors are briefed about the dangers. Good brief from instructor, supervised/ assisted launching by instructor. Slipway clean
Falling from slipway side	The Club, Boathouse and Boat Parks are conducive environments for theory sessions	Signage is displayed to warn of the drop, groups using the slipway will be briefed prior it's use
Medical Injuries	The best location for using electronic visual aids	If injury renders individual unfit for training or going afloat then the Student / Instructor is to notify Chief Instructor and will be asked to remain ashore in an observer's role
Wheelchair users on inclines		Ensure the person using the wheelchair has their buoyancy aid on and is not secure into the chair. 2 able bodied people are to assist the wheelchair user down any incline, probably by wheeling the chair down the slipway backwards (talk it through with the wheelchair user)
Broken Glass on floor in bar areas		Byelaw states shoes must be worn at all times in the Club. For children on courses the 'Mars Bar Rule' applies, children are fined 1 Mars Bar for not wearing shoes. Cleaned away by Staff immediately when brought to their attention.
Fire		No smoking in Clubhouse, boathouse or on the Staging. Clubhouse is fire alarmed and provided with adequate exits. H&S brief given at commencement of courses to include evacuation routes Regular fire alarm tests and fire drills. Adequate extinguishers, inspection and certification by Wight Fire Co.

## Hazards generic to the Club catering operations

Risk	Benefit	Analysis
Kitchen/other members of staff and customers may be injured if they trip over objects or slip on spillages	Staff operate safely in the preparation and service of food	Work areas kept tidy Staff to up spillages (including dry) immediately using suitable cleaning materials available No obstruction to walkways Ensure suitable footwear to be worn by staff, used when cleaning in progress
Members receive high quality food and service		
Kitchen staff and other members of staff may suffer scalding or burn injuries when in contact with steam, hot water, hot oil, hot surfaces and hot equipment ie saucepans		Staff trained in suitable opening procedure of steam oven Staff trained in suitable cleaning procedure for fryer Heat resistant cloths provided Staff trained and aware of risks when working with hot oils/liquids/equipment
Staff involved in preparing and serving food could suffer cuts from knives or breakages in the kitchen or dining area		Staff trained to handle and carry knives; knives stored suitably when not in use First aid box provided and a nominated first aider always on site Any breakages i.e glasses/crockery to be cleared and disposed of using suitable procedures
When cleaning staff are at risk of skin irritation or eye damage from direct contact with cleaning products		Dishwasher used correctly, all products labelled and stored correctly, gloves used whenever necessary
Staff using the BBQ equipment may have to change gas which may put themselves and Members at risk from explosion or burns from equipment		Staff fully trained in gas connection with the suitable tools provided. Gas cylinders stored in cage provided. Staff aware of all hot surfaces and to make customers aware also, the correct utensils used when cooking
Fire risk		Assessment carried out by SVYC
There is a risk of vermin or obstruction to a walkway when disposing of waste. Catering operations in support of events held away from the Club premises		Waste stored in bins. When emptying kitchen bin waste must be taken to wheelie bin. No waste left in kitchen when closed  A separate risk assessment to be carried out for various events

## Hazards generic to sailing

Risk	Benefit	Analysis
Drowning during capsize or falling overboard	Pleasure in the experience of dinghy / Keelboat sailing. Benefits to health, fitness, confidence & Well-being.	Must be able to swim 25 metres. Wearing of buoyancy aids or life jacket. Must be suitably dressed for going afloat. Safetyboats in attendance & equipment in line with SOPs & RYA Guidance notes RGN2 - UK
Head Injuries from boom / rigging	Development of awareness and being safe on the water. Expanding recreational horizons.	Instructors in charge of groups in line with SOPs & RYA Guidance notes RGN2 - UK Club Powerboat Coxswains trained to RYA Level 2. VHF radio link between safety boats and the shore. Training afloat abandoned if conditions deteriorate. Qualified RYA Instructors with First Aid Training for each course
General injuries (bumps, cuts & scrapes)	Personal / social development & build communication skills. Learning through experience and events.	Taught to Tack and Gybe correctly and to duck Appropriate clothing (including footwear, hats and gloves) to be worn.
Hyperthermia / Immersion	Learn how to manage risk & have adventures in the outdoors but in a safe environment.	Awareness of wind chill when vessel travelling at speed. All Instructor are First Aid trained and First Aid kits are stored on all Club owned Powerboats, and at various locations throughout the Clubhouse. Wear plenty of sun cream and drink plenty of water and wear a hat/cap Awareness that despite wind cooling effect of when vessel travelling at speed 100% reflection of suns rays is still occurring. Awareness of affects of wearing a thick wetsuit on a hot sunny day
Hypothermia & Sun Burn/heat stroke	Experience the natural environment and deal with natural elements (wind, water, weather) also in this promoting environmental awareness.	SVYC instructors are to carry a knife (in the safety pack as a minimum) with a serrated blade to cut a trapped person free of any ropes or harness worn
Entrapment	Being able to select and apply skills, tactics and compositional skills.	Instruction given on safe method. Club has option of 2 slips on premises. This task is normally undertaken by the Boatmen. Club slips regularly scrubbed to clean off marine growth
Launch and recovery of any boat.	Being able to evaluate & improve performance & overcome difficulties.	Back injury, crush injury, cuts and bruising all possible. Number of people per boat appropriate to vessel's size and weight. Those not involved with moving boats to keep clear of area. Responsible adult for children at all times
Lifting and manoeuvring any boat	Develop teamwork & mutual trust. Take responsibility. Gain respect for themselves & for others. Work with new people. Show initiative. And have great fun into the bargain!	A separate risk assessment will be draw up in conjunction with the sailor having the disability to ensure that they are as safe as is practicaly possible prior to them going afloat, this risk assessment will then be logged with the Chief Instructor and placed with the daily sheet
Disabilities		Taught the relevant sections of IRPCS
Crushing injuries		Brief the students not to put hands between boat and object when performing a manoeuvre afloat or storing / launching recovering boats.
Collisions with other water users		Weather forecast monitored by SI. Good awareness and control by instructor.
Weather front coming in		

## Hazards generic to racing

Risk	Benefit	Analysis
As for sailing (see sheet)	As for sailing (see sheet)	As for sailing (see sheet)
Boats becalmed and drifting	Benefits to health, fitness, confidence & well-being.	A race officer on duty on either the race deck or the committee boat and at least one Safetyboat equipped with RYA recommended equipment, including a VHF, afloat until competitors are ashore.
Boats with broken parts and no longer able to be sailed	Development of awareness and positivity of competition.	Briefing given to all competitors prior to racing, Sailing Instructions and a Buoychart of the racing area are issued, these include tidal flow information. Daily Weather Forecast and Tide times posted on the Official Notice Board.
Hitting Race Marks	Expanding recreational horizons.	Radios carried on all Mermaids, RIB on standby to tow boat off or remove crew if needed.
Competitor getting injured afloat	Personal / social / team development & build communication skills	All racing abandoned if wind is in excess of 25 Knots for Dinghies or 30 Knots for Keelboats.
Collisions afloat	Learning through experience and events	
Grounding Mermaid	Learn how to manage risk & have adventures in the outdoors but in a safe environment	
High winds	Experience the natural environment and deal with natural elements (wind, water, weather) also in this promoting environmental awareness.	
	Being able to select and apply skills, tactics and compositional skills	
	Being able to evaluate & improve performance & overcome difficulties	
	Develop teamwork & mutual trust. Take responsibility.	
	Gain respect for themselves & for others. Work with new people. Show initiative. And have great fun into the bargain!	

## Hazards generic to powerboating

Risk	Benefit	Analysis
Drowning	Pleasure in the experience of powerboating. Benefits to health, fitness, confidence & Well-being.	Wearing of buoyancy aids or life jacket. Instructors in charge of groups in line with SOPs & RYA Guidance notes RGN2 - UK
Falling overboard & propellor injuries		All RIBs fitted with Kill cords which must be worn at all times. Drivers must hold RYA level 2 certificate, or if being taught must be accompanied by RYA powerboat instructor. For 8 to 11 year olds 2 kill cords must be used, 1 for instructor and 1 for the child when the child is driving.
General injuries (bumps, cuts & scrapes)	Development of awareness and being safe on the water.	All Instructor are First Aid trained and First Aid kits are stored on all Club owned Powerboats, and at various locations throughout the Clubhouse.
Hyperthermia / immersion	Expanding recreational horizons. Personal / social development & build communication skills.	Appropriate clothing (including footwear, hats and gloves) to be worn. Awareness of wind chill when vessel travelling at speed. Wear plenty of sun cream and drink plenty of water and wear a hat/cap. Awareness that despite wind cooling effect of when vessel travelling at speed 100% reflection of suns rays is still occurring. Awareness of affects of wearing a thick wetsuit / Drysuit on a hot sunny day.
Hypothermia & sun burn / heat stroke	Learning through experience and events. Learn how to manage risk & have adventures in the outdoors but in a safe environment.	Ribs:- Shoreside classroom instruction. All potential hazards identified whilst ribs in boathouse. Ribs cox'd by RYA Level 2 members, assessed as a club coxswain, if RYA Level 2 course was not run at SVYC. Steep waves, when wind against tide, a particular hazard. Any crews likely to be afloat in these conditions receive rough waters training. Launches:- are open displacement vessels, again only cox'd by a competent person, giving instruction to any trainee, crew or passenger.
Injuries from impact on ribs or launch	Experience the natural environment and deal with natural elements (wind, water, weather) also in this promoting environmental awareness.	Instruction given on safe method. Club has option of 2 slips on premises. This task is normally undertaken by the Boatmen. Club slips regularly scrubbed to clean off marine growth.
Launch and recovery of Dinghies being used for Safetyboat Courses		Back injury, crush injury, cuts and bruising all possible. Number of people per boat appropriate to vessel's size and weight. Those not involved with moving boats to keep clear of area. Responsible adult for children at all times.
Lifting and manoeuvring any boat	Being able to select and apply skills and compositional skills	Brief the students not to put hands between boat and object when performing a manoeuvre afloat or storing / launching recovering boats.
Crushing injuries	Being able to evaluate & improve performance & overcome difficulties	Taught the relevant sections of IRPCS
Collisions with other water users	Develop teamwork & mutual trust. Take responsibility.	A separate risk assessment will be draw up in conjunction with the sailor having the disability to ensure that they are as safe as is practially possible prior to them going afloat, this risk assessment will then be logged with the Chief Instructor and placed with the daily sheet.
Disabilities		No smoking permitted on board ribs or launch. Fire awareness is part of Level 2 syllabus. Coxswain responsible for ensuring awareness by crew and passengers is high.
Fire hazard	Gain respect for themselves & for others. Work with new people. Show initiative. And have great fun into the bargain!	Before departure a full route plan and weather forecast must be submitted to the Chief Instructor. A mobile phone in a dry bag and an extra handheld VHF must be carried along with a powerful torch with spare batteries and sufficient funds to cover accommodation in a safe haven in the event of it being required in an emergency. During the evening regular calls must be made to the shorebased ic informing them that the pre agreed waypoint has been safely reached, no more than one hour must have elapsed before making contact again, failure to be reached via either mobile phone or VHF within 15 minutes of an agreed time will result in the Coastguard being contacted with the last known position and intended route from that point onwards. Appropriate clothing must be worn at all times and this includes a Lifejacket with crotch straps, a Light and a Whistle. If the weather closes in unexpectedly the boat must be taken in to the nearest safe haven and the chief instructor contacted immediately.
Weather front coming in	Enables students to see controls & hear verbal instruction, Enables Instructor to coach next to kill cord.	Weather forecast monitored by SI. Good awareness and control by instructor.
Tube riding		Make sure of proper brief and use of hand rails. Ensure Student are briefed to keep a good lookout.

## Technical Inspection

Whilst Sea View Yacht Club is subject to Annual Inspection by the RYA and Biennial Inspection by the Adventure Activities Licensing Service we recognise that this is not often enough to remain on top of Health & Safety and quality of teaching afloat. Therefore the following Inspections will be made by Sea View Yacht Club General Committee or Staff appointed by them for this task.

A morning Staff Meeting will be held at 0830 to brief Staff on the conditions for the day and Safety equipment being provided for them by SVYC.

Instructors will explain their detailed lesson plan for the day and nominate their chosen locations both ashore and afloat. The following List should be monitored continually whilst activities take place, however extra special notice must be taken when any of these areas significantly change for any reason

### Areas to be assessed

- Headcount (very often)
- Location (Still suitable?)
- Weather Conditions (Temperature, General Weather, Wind Strength & Direction)
- Tidal Conditions (Height, Strength & Direction with regards to wind)
- Physical fatigue of Students & Staff
- Mental fatigue of Students & Staff
- Student & Instructor Buoyancy Aids - present and done up!
- Is the Instructor carrying a whistle, knife and a watch.
- Is student clothing suitable and remaining suitable if conditions are changing
  - Is equipment fit for purpose
  - Is the Safety Cover sufficient
  - Is VHF Radio communication working
- Have Base been informed of location and that the session has started / finished
  - Is safety pack in RIB and is it upright / dry
- Are course buoys present - giving students an area in which to operate safely

Annual Inspection of Teaching Qualifications will be made.  
Weekly checks (or more often) of Teaching Standards will be carried out of all Instructors.