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| Integrate Paddling | Swimming Pool Risk Assessment for RGU Sport Swimming Pool, Aberdeen |  |
| Process/Activity: Pool based sessions | Dates: Sunday afternoon session 2-3pm (10 sessions January – March 2025) | |

| Hazard | Person/s Affected | Risk | Risk level before controls are in place | | | Control Measures | Risk level after controls are in place | | |
|---|-------------------|-----------------|---|-----|------|---|--|-----|------|
| | | | LOW | MED | HIGH | | LOW | MED | HIGH |
| Staff, Duty Officer, Leisure Attendant Competence | All participants | Major injury | ✓ | | | <ul style="list-style-type: none"> All pool staff trained to National Pool Lifeguard Qualification (NPLQ) level including basic first aid Ensure where Integrate Paddling has responsibilities that briefing of instructors and volunteers takes place. The club should be aware of the Normal Operating Procedure (NOP) and Emergency Action Plan (EAP) for RGU Sport pool. | ✓ | | |
| Supervision | All participants | Major injury | ✓ | | | <ul style="list-style-type: none"> Supervision levels required on poolside as per Normal Operating Procedure (NOP) to ensure patrons safety Qualified instructor (UKCC Level 1 or above) in water/on the side with participants at all times Rescue procedures explained to participants prior to session All rescue equipment is in place and serviceable prior to the commencement of the activity | ✓ | | |
| Drowning | All participants | Major injury | | | ✓ | <ul style="list-style-type: none"> No pool activity is run without the presence of at least one qualified Leisure Attendant Qualified kayak club instructor to lead rescue procedures in conjunction with pool staff Non swimmers (Less than 25m) must wear appropriate buoyancy aids throughout the activity Buoyancy aids checked by staff prior to the session beginning. Staff vigilance through the session to ensure buoyancy aids are worn correctly | | ✓ | |
| Hit by paddles | All participants | Concussion | | | ✓ | <ul style="list-style-type: none"> Ensure that participants are aware of the dangers of wielding paddles in confined spaces Safety procedures explained pre-session by qualified instructor Correct sized paddles to be used No other persons shall be allowed in pool to swim – kayakers only Maximum of 5 sea kayaks on the water at any time. | | ✓ | |
| Trapped fingers | All participants | Sprain Fracture | | | ✓ | <ul style="list-style-type: none"> Safety procedures explained pre-session by qualified instructor | ✓ | | |

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| | | | LOW | MED | HIGH | | LOW | MED | HIGH |
| Equipment failure | All participants | Major injury | | | ✓ | <ul style="list-style-type: none"> A visual check of the kayak and paddles should be undertaken by qualified instructor prior to commencing the activity to ensure it is safe to use Pre-session visual inspections of kayaks and paddles should be undertaken and repair or replace as necessary Kayak and paddles are only to be used as part of the activity and under the supervision of a trained instructor Trained instruction to support the kayak at poolside as the participant climbs in Trained instructor to remind participant of escape procedure in the event of kayak capsize Trained instructor to ensure that during capsize drill it takes place in water with sufficient depth to run the activity safely, but not so deep that participants cannot stand up with their head and shoulders above water | ✓ | | |
| Cleanliness of equipment brought in. | All participants | Minor | ✓ | | | <ul style="list-style-type: none"> Equipment brought in at the start of the pool session season is cleaned prior to use in the pool. All mud/dirt to be hosed off equipment and inside kayaks. A mild disinfectant used to dip equipment and inside/outside of kayaks 'washed'. Extra attention to kayaks to remove leaves etc trapped inside. Any additional kit brought in throughout the period of the booked sessions has to be cleaned to the same standards. | ✓ | | |
| Rescue equipment | Staff All participants | Major | | | ✓ | <ul style="list-style-type: none"> All rescue aids are in place and serviceable prior to the commencement of the activity Pre session inspections are undertaken on all rescue aids and repair or replace damaged equipment as necessary | ✓ | | |
| Slips, Trips, Falls (Poolside) | All participants | Strains Sprain Fracture | | ✓ | | <ul style="list-style-type: none"> Visual inspection of the poolside prior to the activity commencing and remove or place out of bounds potential trip hazards Participants to be informed prior to commencing the activity that they must be careful on the poolside and that no running is | ✓ | | |

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| | | | LOW | MED | HIGH | | LOW | MED | HIGH |
| | | | | | | <ul style="list-style-type: none"> permitted Signs indicating pool rules to be displayed clearly at poolside Regular maintenance and cleaning | | | |
| Slips, Trips, Falls (Changing Rooms) | All participants | Strain Sprain Fracture | | ✓ | | <ul style="list-style-type: none"> Visual inspection of the changing rooms prior to participants arriving and remove or place out of bounds potential hazards Signs indicating pool rules to be displayed clearly at poolside Regular maintenance and cleaning | ✓ | | |
| Reduced water clarity | All participants | Major Minor | | ✓ | | <ul style="list-style-type: none"> Daily pool water checks to be undertaken and necessary chemical adjustments are carried out to ensure water clarity is maintained Check pool water clarity prior to commencement of activity, and make a judgement to whether it is safe to run activity, and should suspend or cancel the activity if weather clarity deteriorates | ✓ | | |

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| Lifting and Moving (Kayaks in and out of water) | Staff All participants | Back injury | | ✓ | | <ul style="list-style-type: none"> All staff trained in correct manual handling procedures All participants shown correct procedures in lifting and moving kayaks by instructor pre-session Adequate number of instructors/volunteers (<i>Coach to Participant 1:8, Volunteer/Club Activity Assistant to Participant 1:4</i>) on poolside to assist in lifting and moving if required | ✓ | | |
| Storage of equipment | Staff All participants General public | Trips Head Injury from falling equipment | | ✓ | | <ul style="list-style-type: none"> Kayaks not in use for session left lying on pool side either next to pool edge or tucked in towards walls. At the end of a session kayaks are removed from the pool area. Kayaks and associated equipment aren't stored in pool area between pool sessions Kayaks not in use for session left lying on pool side either next to pool edge or tucked in towards walls. | | | |

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| Overcrowding | All participants | Crushes | | ✓ | | <ul style="list-style-type: none"> Ensure that maximum bather load limits are not exceeded | ✓ | | |
| Poor environmental conditions | All participants | Minor | ✓ | | | <ul style="list-style-type: none"> Monitor ambient conditions in pool area (air temperature, visibility) and should suspend or cancel the activity if conditions deteriorate | ✓ | | |
| Non participants | All participants Patrons | Major Minor | ✓ | | | <ul style="list-style-type: none"> Non participants remain away from the pool edge and do not interfere with the safe supervision of the kayakers | ✓ | | |
| Inappropriate behaviour e.g. (overaggressive play, general misbehaviour) | All participants | Major Minor | | ✓ | | <ul style="list-style-type: none"> Maintain close supervision of kayakers Exclude kayakers from practice Emphasis placed on rules concerning potentially dangerous play, body interference and obstruction | ✓ | | |
| Loose / inappropriate clothing, footwear and jewellery | All participants | Entanglement | | ✓ | | <ul style="list-style-type: none"> Advise on correct clothing during the activity and footwear to be worn at the poolside Participants instructed to remove all potentially hazardous jewellery Professional judgement to be taken and exclude kayakers from practise if they do not comply with pool rules | ✓ | | |

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| Signed | | Date | Tuesday, 18 th June 2024 |
| Print Name | Andrew Thorburn | Position | Integrate Paddling Training Officer |