

PRO-ACTIVE ADVENTURE

HEALTH AND SAFETY PROCEDURE

Activity: Sit On Top Kayaking

Minimum Instructor Competence:
BCU L2 Discipline specific

Completed by: Clive Richley
Competence: BCU L2
Is the activity acceptably safe if managed as below? YES
Signature: *C. Richley*

Main Risks (numbered) People at risk: Participating staff and clients

- 1) Drowning
- 2) Impact of objects to head/head onto objects (trees/rocks) or equipment
- 3) Abrasion injuries from capsize/swim
- 4) Entrapment in kayak
- 5) Hypothermia (cold) from immersion
- 6) Hypothermia (cold) from weather related factors
- 7) Heat stroke
- 8) Sunburn
- 9) Exhaustion
- 10) Weils disease (Leptispirosis)/Blue Algae/Human waste
- 11) Entrapment
- 12) Twisting/back injuries during loading/unloading
- 13) Repetitive strain and back injury from rescues.
- 14) Twists, sprains, pulled muscles from lack of warm up and cool downs.

How to manage/control/reduce these risks safely (corresponding numbers):

Staff operate within the BCU guidelines and hold a First Aid certificate

- 1) Use individually fitted buoyancy aids
- 2) Use a correctly fitted helmet
- 3) Use individually fitted wetsuit
- 4) The group leader demonstrates the correct method of exiting the craft/capsize brief.
- 5) Use individually fitted wetsuit
- 6) Keep group warm via movement and encouraging the group to stay dry as possible
- 7) When off the water, participants will wear loose clothing and hat, plus take advantage of natural shade. When on the water, they will be encouraged to use water to keep cool and stop heat build-up
- 8) Application of water-resistant sun block
- 9) Trips are planned within the capability of the staff and clients
- 10) Locations chosen are environmentally clean and any open wounds are covered prior to the activity starting
- 11) Group leader identifies and protects hazards
- 12) The instructor will demonstrate good handling technique, plus min. 2 persons to a boat.
- 13) Use of modified injury prevention rescues
- 14) Ensure appropriate warm ups and cool downs are carried out.

Activity Instructors must ensure that full emergency escape details and a full route plan is completed before the activity is undertaken and put in the Adventurous Activity File in the unit office.

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Minimum Equipment To Be Carried.

Participants:

1. Individually fitted buoyancy aid, wet suit.
2. Appropriate paddle, in good condition, with no sharp edges.
3. Appropriate kayak in working condition and meeting weight restrictions.

Participants are to report all defects or damage of equipment to the activity instructor immediately.

Instructor:

1. Company first aid kit.
2. Tow line.
3. Knife.
4. Whistle.
5. Company Radio

Note: The instructor must remove any defective equipment from service and clearly label the item with what is wrong and notify the stores person.