

Risk Assessment

ACTIVITY: Water-based Activities including pontoon

PERFORMED BY: Mark Harden

MINIMUM INSTRUCTOR QUALIFICATION: Various

REVIEW DATE: January 2026

INSTRUCTOR : PARTICIPANT RATIO: Various

Hazard	Who might be harmed?	Measures to Minimise Risk	Amendments for next review?
Drowning	Students, Instructors, Other water users, General Public	<ul style="list-style-type: none"> • Buoyancy Aids issued to all water users, checked and fitted by SHST instructors or trained volunteer. • Suitable 'wet' kit to be recommended, i.e. no clothing which is likely to hold water such as thick jumpers or jogging bottoms. • Signs at the centre show that members of the general public are not allowed to enter the lake 	
Separation from group	Students, Instructors	<ul style="list-style-type: none"> • Instructors and volunteers are trained in effective methods of group control. In the event of an emergency, each instructor carries a VHF radio and is in constant contact with other instructors and manager on duty. 	
Submerged objects	All water users	<ul style="list-style-type: none"> • Constant monitoring of activity area by instructional team. • All participants to be made aware of marker buoys and hazards. 	

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Hypothermia, Hyperthermia, Sunburn	Students, Instructors, Other water users	<ul style="list-style-type: none"> • All SHST Instructors hold current First Aid certificates and are trained in 'early warning signs'. • Regular breaks are taken allowing participants to regulate their temperature. • Hot / Cold drinks available in the building, along with hot showers / cool shaded areas and foil blankets. • Wetsuits offered to all water users. For participants susceptible to cold, neoprene jackets or the option of 'double wetsuit' (one piece & shorty) are available. 	
Medical emergency while afloat	Students, Instructors, Other water users	<ul style="list-style-type: none"> • All participants engaged in activities at SHST must complete a Personal Info Form prior to going afloat (in the case of minors, a parent/guardian will submit this form on their behalf). • Both the manager on duty and the lead instructor of the session must read the forms and be aware of any potential issues. 	
Participant not sufficiently fit enough to take part.	Participant	<ul style="list-style-type: none"> • Every participant to fill in a Personal Information Form prior to engaging in any activity. 	

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Water borne contamination / disease (such as Weils)	All water users	<ul style="list-style-type: none"> • Water quality testing and information provided and published by Seven Trent Water. • No deliberate capsizing or immersion when water quality is likely to be poor. Showers available and recommended to all water users after session. Wash hands before eating. • Cover all cuts / open wounds before going afloat and clean thoroughly immediately after session. 	
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Extreme Weather	Students, Instructors, Other water users	<ul style="list-style-type: none"> • Instructors to check forecast daily and perform dynamic risk assessments throughout session. • In the event of conditions (such as wind strength or temperature) becoming unsuitable and potentially dangerous for the participant(s), the instructor may use his/her discretion to temporarily suspend the session until such time that it's deemed safe to continue by the Senior Instructor or manager on duty. • Instructors & Participants to be aware of the danger of sun exposure and to apply sun protection whenever necessary. • All Centre users must be aware of the need to stay hydrated. Drinking water is freely available in the building. 	
Blue-Green Algae	All water users	<ul style="list-style-type: none"> • Constant monitoring of water by instructional team, particularly during warm spells and/or periods of little rainfall. 	

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Collision	All water users	<ul style="list-style-type: none"> • Instructional team to arrange and discuss areas of operation prior to going afloat, and brief groups / students accordingly. • Ensure all water users are made aware of appropriate areas for their particular craft, as well as supervised groups and individuals. • Participants to be briefed regarding the importance of avoiding collisions (including danger of static objects). • Swimming is not allowed, so collisions between watercraft and swimmers is minimal risk. 	
Pontoon, falls, slips and trips. Hoisting failures	All Users	<ul style="list-style-type: none"> • Pontoon entry to be supervised. • Pontoon access to be limited to avoid overcrowding. • Buoyancy aids to be worn at all times. • Tie downs to be kept tidy to avoid trips. • Handrails to be used where available and practical. • Children to be guided by parents • PB Users to keep wash to a minimum • Hoist to be used only by a minimum of 2 trained personnel when in operation, only approved slings to be used. Ideally use the sling of the participant if available. • Wheelchair users not to be strapped into chairs on pontoon life jackets must be worn • Carers advice to be sought for all hoisting , hoisting must never be over open water 	