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| ***Specific Site:*** | **River Cleddau, Haverfordwest** | ***Risk assessor:*** | **SC (Review SC)** | ***Date:* 31/01/2022** |
| ***Activity:*** | **General Kayak and Canoe Training** | ***Training Officer:*** | **RL (Review SR)** | ***Date:* 31/01/2022** |

***Coach in this document refers to a Coach or a Leader. This document only addresses issues specific to the site and must be read in conjunction with the club generic risk assessment. In addition a coach should carry out their own dynamic assessment of the conditions, the group, the activity etc, before and during the session. The coach must not lead activities in situations they are not prepared for. The Club will always support the decision of a coach to cancel, abort, or change the activity for safety reasons.***

***Coach Remit:***

*BC (UKCC) Level 1 Coach or BC Paddlesport Instructor/Leader can run trips on* ***Sheltered Water*** *with site specific training and assessment. This risk assessment forms the basis for this training. Reference: British Canoeing document “Environmental Definitions and Deployment Guidance for Instructors, Coaches and Leaders”, reference 1.*

***Description of Venue:***

River Cleddau: between the water board extraction weir upstream of Bridge Meadows and New Bridge the road bridge downstream of Library. The river can be accessed at a number of places; this risk assessment assumes access via purpose built launch site at the north end of Bridge Meadows park (The “River Access” in this document). New Bridge is 100m above the town weir, this is very dangerous in high water. The higher the water speed the faster the rescue required to safely manage an incident. Hence, two sheltered water operating regimes have been defined. The section north of Bridge Meadows recreational area is narrower, has some tree hazards and more current. If the group are having difficulty making progress upstream in this area they should not continue upstream. This risk assessment does not cover canoe polo at this site.

A guide to water level is available at <http://rloi.naturalresources.wales/ViewDetails?station=4098> **Actual levels must be confirm visually.**

Sheltered Water 1: **Suitable for Level 1 Coaches with basic experience**. Whole section when water level is at or below the “**River Access**” bottom platform level. (Gauge reading about 0.62m). (Level will be about 150mm below the platform above the weir).

Sheltered Water 2: **Suitable for Level II coaches or any moderate water leadership qualification (Any level 1 can support a high level coach)**. Whole section when water level is at or below the “**River Access**” bottom step, one step up from bottom platform. (Gauge reading about 0.8m) (Level will be just below the platform above the weir.) At the top end of this level the weir stopper is starting to become dangerous. At 0.8m there is approximately 3½ minutes float time from New Bridge to the weir.

***Nearest Emergency Telephone / Help (at time of writing):***

There are numerous options in town or in retail park. Mobile signal most places.

Defibrillators: Morrison’s, Riverside security office, Masonic Hall, County Hall, Picton Centre.

***Summary of Site Specific Issues a Coach should include in their briefing:***

1. Stay within 10m and in line of site of coach, unless activity needs 20m.
2. Footwear.
3. Youths, beginner adults and all kayak paddler’s must wear helmets. Adult open canoe participants to wear helmets for games and if required by the coach / leader.
4. What to do in event of a Capsize.
5. Do not go downstream past New Bridge unless directed by the coach (from river it is the one after the footbridge).
6. Stay away from trees in river.
7. Avoid low trees if possible; watch out for dangling fishing tackle.
8. Clean boats before transporting to other freshwater sites due to invasive species.

***Coach Equipment required*** *(above that normally expected)*

* Advise throw line especially at higher water flowrates.
* Tow lines should **NOT** be used where trees downstream.

***Additional Comments:***

* Do not let people seal launch Club boats from the concrete surfaces.
* Whilst this is outside the remit of this risk assessment Level II coaches or moderate water leaders may under their own dynamic risk assessment paddle their group past New Bridge and over the town weir when **flooded** by incoming tide. The town weir will flood above approximately 6.5m at Milford Haven. At no time should the fish ladder be paddled by a club member.

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| **Hazard** | **Probability** | **Severity** | **Action required** |
| **Inadequate supervision**  (River is relatively narrow with a number of bends so remit is set below reference 1.) | **2** | **3** | Coach performs a dynamic risk assessment to identify any requirement for additional support on the water.  Coaches must always have line of site of all paddlers in their charge.  Below Bridge meadows:  Coach to student ratio 1:6 increasing to 1:8 for Level II coach or above. Maximum group size, multiple coaches, 14 paddler’s total. When more paddlers are on the water they should operate as independent groups in different locations. An exception is made for playing games in the central town area where a coach will be dedicated to monitor the whole group while others run the game.  Above Bridge Meadows:  Coach to student ration 1:6, maximum group size 7. |
| **Town Weir (Drowning)** | **2** | **5** | At high water levels the town weir becomes extremely dangerous with high potential for loss of life. The right hand side can be exceptionally dangerous.  Coaches must operate within their remit as defined above.  When the water level is above the “River Access” bottom step you cannot paddle against the current, hence no longer sheltered water. A BC “moderate white water” qualification with appropriate dynamic risk assessment will be required to use the site when water level is above this (gauge reading about 0.8m).  The area below the New Bridge should not normally be used. However, appropriately qualified coaches can precede downstream portaging the weir. When level “Sheltered Water 1” you can egress at the platform next to the weir provided the coach is guarding the weir and experience paddler supervising egress. If level “Sheltered Water 2” or you have any concerns about your group egress at dropped platform next to New Bridge and walk down. |
| **Tree Entrapment (Drowning)** | **1** | **5** | Ensure no trees have fallen into the water immediately below the river access.  If paddling upstream do not proceed past a tree where more than 25% of the river is flowing underneath it, or you have any concerns, without BC “moderate water” qualification. |
| **Multiple Capsize**  (Uncontrolled situation) | **2** | **3** | This venue is generally only suitable for a group of complete novices in Sheltered Water 1 conditions, except when trip run by very experience coaches. |
| **Cold Shock and Hyperthermia** | **1** | **4** | To avoid cold shock paddlers under the guidance of a level 1 coach should wear a wetsuit or drysuit that covers their torso from October to April. |
| **Head Injury** | **2** | **4** | Helmets must be worn when kayaking. |
| **Rubbish (Personal injury)** | **3** | **2** | Potential for glass/ metal debris. All paddlers must wear footwear with a sole that will not fall off when swimming. I.e. no wetsuit socks or flip flops.  This site should not presently be used for capsize practice.  Coaches should watch for major rubbish like shopping trolleys and take their group elsewhere. The location of such rubbish should be reported so the club can arrange its removal. |
| **Capsize** | **3** | **1** | All coaches are trained to deal with this situation. The site has a number of steep banks and an X rescue is likely to be the fastest rescue method, though in town swimming to the east bank will work well. Coaches should be familiar with river exit options.  The group should be briefed not to follow a coach below New Bridge unless instructed to do so.  If a swimmer drifts below the New Bridge the coach should assess the safest way to rescue the paddler. The only safe egress is on the left bank. A swimmer may need help lifting themselves out of the water here. Any concerns discard their equipment and concentrate on the paddler. |
| **Capsize on Launch** | **3** | **2** | At low water levels the river can be 22 cm below the launch platform height. The coach must have knowledge of suitable boat entry and exit methods for this situation. |
| **Games** | **2** | **2** | The area above the Footbridge and just below the Old Town Bridge is ideal for water games. All coaches should have assessed the risk of their games and ensure appropriate protective equipment is used. |
| **Landing and Launching (Changing circumstances)** | **2** | **2** | This site is subject to high spring tides. A coach should check the tide tables before undertaking a trip. Level 1 Coaches should not use the site when a tide above 6.8m is predicted during their session until they are familiar with the site (5 or more coaching sessions). Coaches should be aware that launching and landing locations and tree hazards could be affected. |
| **Fishing Tackle (Personal injury)** | **1** | **3** | All paddlers should be briefed to avoid overhanging trees where possible and where they must pass under them to watch out for fishing tackle, particularly where a hook may be present. If safe to do so, the coach should attempt to remove. |
| **Invasive species (Environmental Damage)** | **2** | **Envirom-ental High** | This section of the River Cleddau is heavily contaminated with Invasive species. Boats must be cleaned prior to use in other freshwater areas to prevent the spread of Japanese Knot Weed and Himalayan Balsam. |

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| **Probability**  1 - Almost unknown  2 - Rare  3 - Occasional  4 - Frequent  5 - Generally occurs | **Severity**  1 - no treatment required  2 - Minor first aid needed  3 - Injury requiring first aid and medical follow up  4 - Major injury requiring immediate hospitalisation  5 – Death  Environment (Low, medium high) |

Risk assessment review record

This risk assessment must be reviewed every three years, if there is a significant change to the hazards identified or if there is an incident that requires its review and amendment.

Reviews should be recorded below:

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| **Date** | **Revision** | **Reviewer (Print and Sign)** | **Comments (reason for review / amendments)** | **New risk assessment issued (Y/N)?** |
| 04/01/2014 | 1 | SC | Initial Issue of document | n/a |
| 18/03/2018 | 2 | RL | Review of all risk assessments. River gauge web link amended. | Y |
| 28/12/18 | 3 | SC | Minor modification of references | Y |
| 31/01/2022 | 4 | SC | Revised for new BC environmental conditions, the new river platform and in the light of the serious incident. | Y |
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**Risk Assessment Level 1 Coach Training Sign off Sheet**

**(BC (UKCC) Level 1 Coach or BC Paddlesport Instructor/Leader should complete training facilitated by the training officer to operate independently at this site. This form documents who has completed this training)**

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| **Name** | **BCU Level III sign to confirm level 1 coach training.** | **Date** |
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