



1st Kesgrave Scout Group

Twelve Acre Approach, Kesgrave, Suffolk IP5 1JF

Name of activity, section, event, and location	1 st Kesgrave Scout Group - Rafting	Date of risk assessment	16 June 22	Name of person who undertook this risk assessment	Alan Comber (working with others)
		Date of next review	28 Dec 2022		

This document covers rafting. It should be read in conjunction with the section meeting risk assessment which covers generic items.

In the context of this document rafting covers – building a raft or other watercraft using pioneering techniques. Please refer to POR and Scout Association rules before taking part in rafting.

Hazard identified? Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
<p>A hazard is something that may cause harm or damage.</p> <p>The risk is the harm may occur from the hazard.</p>	<p>For example: young people, adult volunteers, visitors</p>	<p>Controls are ways of making the activity safer by removing or reducing the risk from it.</p> <p>For example, you may use a different piece of equipment, or you might change the way you do the activity.</p>	<p>Keep checking throughout the activity in case you need to change what you are doing or even stop the activity.</p> <p>This is a great place to add comments which will be used as part of the review.</p>
<p>Lone working – People on their own - risk of a medical or other incident occurring they cannot deal with adequately</p>	<p>Leaders and helpers</p>	<p>No one should be left alone unless in an emergency when no other option is available.</p>	
<p>Traffic – injuries from collisions between vehicles and people</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details – particularly dropping off rafting kit.</i></p>	
<p>Terrain / Layout</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details</i></p>	

1st Kesgrave Scout Group

<p>Protrusions, slips, trips, falls, collisions – injuries to people moving around</p>	<p>All present</p>	<p><i>See Section meeting risk assessment for details – particularly slippery/uneven surfaces, lighting levels, free from clutter and sharp objects.</i></p> <p>Select a build area that is as safe as possible ie flat, no steep drops nearby, not muddy, away from the public etc; there are few obstructions and free from sharp or hard objects or the chances of glass or sharp shells etc being in the mud / sand.</p> <p>Ensure all kit eg poles/spars, ropes, barrels etc, are stored / stacked safely and don't cause a trip hazard.</p> <p>Consider barriers / bollards / a cordoned off area to improve safety</p>	
<p>Manual Handling – back injuries, strains, cuts, bruises etc</p>	<p>All present</p>	<p>Ensure appropriate safety equipment is available and worn if required eg gloves to stop splinters / rope burns, etc. However, bear in mind that gloves may affect your grip.</p> <p>When carrying kit to and from the build area, make more than one trip if needed and use trolleys if available.</p> <p>Ensure participants don't carry more than they can lift/manage safely. Consider carrying heavier objects with two or more people or using appropriate transportation mechanisms (trolleys etc)</p> <p>Remind people how to lift and carry safely if necessary.</p> <p>All lifting and carrying of equipment by young people to be supervised by adults.</p> <p>Never carry poles above shoulder height and take care when turning to prevent contact with other people.</p>	
<p>Facilities</p>	<p>All present</p>	<p>Consider whether toilets or other facilities are required.</p>	
<p>Equipment used – injuries to people during the activity.</p>		<p><i>See Section meeting risk assessment for details – particularly checking equipment before use, put away after use clean and dry.</i></p> <p>Ensure all kit used is in a good condition and suitable for the activity ie make sure any ropes, spars, barrels etc used are of the correct size and strength for its intended use, ropes aren't frayed, barrels don't leak, buoyancy aids have been certified, paddles don't have sharp edges etc. Report any damaged or faulty equipment.</p> <p>Check that the kit being used is appropriate for the age of the young people involved ie not too heavy for them etc.</p>	
<p>Materials / Rubbish – cuts, allergic reactions, contamination, stains etc.</p>	<p>All present</p>	<p>Ensure any rubbish and unused materials are removed at appropriate intervals during and at the end of any activity.</p>	

1st Kesgrave Scout Group

<p>Clothing / Personal kit - footwear and clothing. Cuts, stings etc</p>	<p>All present</p>	<p>All participants to wear appropriate clothing for the weather conditions, type of terrain and time of year.</p> <p>Ensure participants are wearing suitable footwear – cover feet, footwear doesn't come off easily (no crocs, wellingtons etc), laces done up etc.</p>	
<p>Rafting activity general.</p>	<p>All present</p>	<p><u>General</u></p> <p>Participants should be assessed on their capabilities to undertake the activity and appropriate adjustments made as required. For example, help with tying and tightening knots, lifting poles etc.</p> <p>Ensure the activity takes account of any health issues such as being frightened of the water.</p> <p>Participants should be briefed/given appropriate training for the activity and cover as appropriate:</p> <ul style="list-style-type: none"> • The construction technique(s) to be used etc. • Knots and lashings to be used. • The dangers involved ie large poles can fall if not securely held; you need to be careful when lifting or positioning poles; you need to be aware of what poles are near you and may fall; the risk of getting caught in the ropes; the risk of falling/slipping especially when barrels and poles are damp/wet. • Keeping out of the way when not taking an active role, especially not being near any construction work. <p>Participants should be positioned so that leaders can see them all the while they are involved with the activity.</p> <p>Participants should be closely supervised, and the raft checked regularly while they're being constructed, used, and dismantled.</p> <p>A throw line / lifebelt should be available at the water's edge. A knife(s) should also be available to cut ropes in an emergency.</p> <p><u>Personal Safety</u></p> <p>Ensure</p> <ul style="list-style-type: none"> • Participant's clothing is suitable ie, no dangling elements, no jeans, covers sensitive skin areas, suitable footwear, cagoules etc. It is harder to warm up once you are cold. 	

1st Kesgrave Scout Group

		<ul style="list-style-type: none"> • Participants briefed to tie hair back, remove any objects / jewellery that could become trapped and to remove objects from pockets. • Personal possessions that could be damaged should be kept out of the way and secure. 	
<p>Raft construction – injuries to people caused by equipment used, failures, use eg cuts, bumps, bruises, rope burns, crush injuries, lacerations, abrasions, puncture wounds, eye damage, sprains, strains and fractures.</p> <p>etc</p>	All present	<p>Check all knots and lashings are fit for purpose (ie tight enough), before being accepted as safe.</p> <p>Ensure that the raft structure is stable/sturdy enough to minimise movement and take the weight and forces expected during use and not fall apart easily when on the water (unless intended to do that or water is safe enough to allow this).</p> <p>Ensure that the construction of the raft and use of ropes minimises the changes of entrapment and entanglement eg ropes to be tied off neatly with no trailing ends, ropes not creating a web or criss-crossing the structure, etc</p> <p>Ensure the raft has an attached tow line for emergencies etc.</p> <p>If the raft is decorated (with a mast, bunting etc) make sure it is safe ie won't fall down, trap people etc.</p>	
<p>Raft use – injuries to people caused by equipment used, failures, use eg cuts, bumps, bruises, rope burns, crush injuries, lacerations, abrasions, puncture wounds, eye damage, sprains, strains and fractures.</p> <p>etc</p>	All present	<p>Before using the raft, the person supervising should check and decide if it is safe to use, taking account of stability, protrusions, the area, the weather, too slippery/wet to use etc.</p> <p>The number of participants and load on a raft should be limited appropriately and take account of age and capabilities.</p> <p>Instructors should check buoyancy aids are fitted correctly prior to anyone entering the water.</p> <p>An assessment should be made to decide on whether a land-based helper is required to permanently hold a tow rope on the raft whilst being used especially in fast flowing water (tidal or river).</p> <p>Participants should be advised of the risks and behaviour required: For example:</p> <ul style="list-style-type: none"> • Not interfering with the structure ie unnecessarily rock it, bounce up and down on it, over load with too many participants, un-tie knots etc. • That poles and barrel will become slippery when wet. • Being hit by paddles, caught in ropes, not going under the raft etc. • Splashing people. 	

1st Kesgrave Scout Group

		<ul style="list-style-type: none"> Participants briefed to sit on top of raft and not to hold on to ropes/barrels or poles. The correct use of paddles. <p>A spotter(s) should be in place on the land whilst the rafts are in use and be prepared to enter the water if required. They should also be wearing a buoyancy aid.</p> <p>Support craft should be considered and appropriate to the type of water being used eg have someone in a canoe, kayak etc. They should be manned by suitably qualified people ie have a canoe permit for the type of water being used.</p> <p>The raft should be periodically checked to ensure it is still safe to use and stable. If any issues are found participants should be asked to come off / stop using it and the issue(s) resolved before being used again.</p> <p>Ensure rafts are secure when leaving them unattended to prevent them floating off. Consider taping off to warn people passing not to use it whilst unattended / unsupervised.</p>	
Raft dismantling – as above	All present	<p>Think carefully about the safest way to dismantle the raft.</p> <p>Ensure everyone is safely distanced away before collapsing any parts.</p>	
Personal Well Being – exhaustion, sunburn, Hyperthermia, eye strain, hypothermia, bites etc	All present	<p>Ensure participants:</p> <ul style="list-style-type: none"> Have access to drinks (hot / cold) as appropriate to the weather conditions. Have any existing cuts covered eg with a waterproof plaster. Drink enough water and do not dehydrate. Apply sun cream / wear hats in hot / sunny weather – sunburn. Wear sunglasses if needed - eye strain. Wear glasses if they need them and have a suitable strap attached, Apply lip balm in cold/windy conditions. Do not drink water from the pond, stream, river etc. Have any injuries looked at and dealt with appropriately and in a timely fashion. Have towels and spare clothes available to change into after the activity if required. <p>Everyone to wear a life jacket or buoyancy aid.</p>	

1st Kesgrave Scout Group

		<p>Everyone should be able to swim 50m wearing their clothing or equipment for the activity. Provide non-swimmers with additional support.</p> <p>Participants informed to wash hands and ideally shower soon afterwards and provided with details of Weils disease.</p> <p>If any participant is taking regular medicines, they have them with them and take at the prescribed time.</p> <p>If any participant has a serious medical condition, they are carrying appropriate medicines eg inhalers, EpiPens etc. with them or given to an adult to carry. Ensure it is in a suitable container and someone is capable of administering it in an emergency.</p>	
Peer Led Activities	All present	<ul style="list-style-type: none"> - Ensure participants are adequately trained and capable of building rafts safely. - ensure young people have a personal rafting permit. - Ensure a supervision plan is in place. 	
Behaviour – horseplay, overexcitement, injuries.	All taking part	<p>Participants will only be able to take part in rafting if leaders are sure their behaviour is safe.</p> <p>Have a clear location for those not participating in the activity that is safely out of the way.</p> <p>Participants should be briefed as appropriate to their abilities/knowledge on:</p> <ul style="list-style-type: none"> • Not playing with the rafting kit ie throwing or waving poles about, using poles as spears, swords etc. The dangers of injury or poking someone in the eye. • Not running around the raft building area. • If a pole is falling and the rope's sliding through your hand, let it go! • Don't wrap a rope around your wrist or otherwise fasten it to you - if what it's connected to gives way it'll yank and cause injury. • Don't use inappropriate knots. • Not to use the raft without adult supervision. <p>The area immediately around the area should not be walked through; only individuals participating in the activity should be in close proximity. If necessary, consider physically marking out a 'restricted' area.</p> <p>Behaviour will be monitored for horseplay, dangerous activities etc and the activity will be stopped or a cooling off period introduced if the activity gets out of hand or</p>	

1st Kesgrave Scout Group

		injuries are likely to happen. A clear communication method will be used to stop the activity if necessary.	
Behaviour – Inappropriate / Inadequate Leadership	Leaders and Helpers	<p>Adults briefed on their role.</p> <p>Make sure the activity leader is competent to construct and check the raft.</p> <p>Determine whether an activity permit is required to run the rafting at the chosen location. You don't need a permit for activities on Class C waters (safe, inland water less than 100m wide).</p> <p>Have the right ratios of number of adults to supervise.</p> <p>Leader allocation to take account of medical and behavioural conditions.</p>	
Behaviour - Confrontation / interactions with members of public	All present	Appropriate briefing of leaders on expected behaviour and young people on required behaviour / Code of Conduct.	
Emergencies	All present	<i>See Section meeting risk assessment for details.</i>	
Security / Kit Theft	All present	<i>See Section meeting risk assessment for details.</i>	
Lost / Safeguarding – physical / mental harm, abduction	All present	<p>Leaders to maintain awareness of raft locations at all times.</p> <p>Headcounts or roll calls should be carried out periodically to check all participants are present.</p> <p>Young people should be briefed regarding their response if approached inappropriately by a stranger, or if they are offered anything by a stranger.</p> <p>Leaders have mobile phones or portable radios.</p> <p>Young people must be accompanied / visible by another person at all times (inc. visits to public toilets)</p>	
Weather	All present	<p>Assess the weather risk before and during the activity and act accordingly. Damp / wet weather can make the structure slippery and wet ropes can stretch or tighten.</p> <p>Do not run a rafting activity during heightened or adverse weather conditions such as lightning, hail, strong winds and other unsuitable weathers conditions.</p>	
First Aid / Injuries that need treatment / Incident	All present	<p><i>See Section meeting risk assessment for details – particularly the first aid kit being suitable for the type of injuries that might result eg tweezers should be considered to help with removal of splinters.</i></p> <p>A qualified first aid person, with an appropriate first aid kit, should be considered to</p>	

1st Kesgrave Scout Group

		<p>deal with first aid incidents eg splinters, rope burns, bruising, hypothermia, submersion etc.</p> <p>Ensure sufficient qualified first aiders present to deal with the numbers taking part and the types of injuries for the activity being undertaken.</p> <p>Ensure first aid kits take account of the activities being delivered.</p> <p>Ensure the details of the local A&E department, local doctors, pharmacies etc known.</p> <p>Tweezers should be considered to help with removal of splinters.</p> <p>Ensure participants can easily move away from the area in the event of an emergency.</p>	
Accessibility / Inclusiveness / Health Issues	All present	<p>Ensure any accessibility, disability, or behavioural issues have been taken account of.</p> <p>Ensure the activity is suitable for the age group and their abilities.</p> <p>Ensure allergy or other health issues been taken account of.</p> <p>Ensure the planned activity takes account of additional environmental hazards such as heatstroke, sunburn, ticks, weils disease and other insects and animals.</p>	
Emergency access routes	All present	<p>Ensure emergency access points are known and not blocked / locked.</p>	