

# RISK ASSESSMENT

**ESTABLISHMENT: YEALM YACHT CLUB**

**ACTIVITY/ENVIRONMENT: CADET SAILING ACITIVITIES**

**ASSESSMENT DATE: February 2018: reviewed by the YYC Cadet Committee and YYC Sailing Committee**

**ORIGINAL ASSESSMENT COMPLETED BY: Mrs Anne Beighton and Mrs Caroline Hirst.**

**REVIEW DUE: February 2019**

<b>Hazard</b>  <i>List significant hazards which may result in serious harm or affect several people.</i>	<b>Who might be harmed?</b> <i>List groups of people who are especially at risk from the significant hazards identified.</i>	<b>Is the risk adequately controlled?</b>  <i>List existing controls or note where the information may be found. (e.g. Information, instruction training, systems or procedures)</i>	<b>What further action is needed to control the risk?</b> <i>List the risks which are not adequately controlled and proposed action where it is reasonably practicable to do more.</i>
<b>Cadet does not have a parent present at a YYC Cadet event</b>	<b>Children</b>	<b>Parents of Cadets under 16 years of age to notify race officer in writing of who is responsible for their child; otherwise Cadet not permitted to sail at event.</b>	
<b>Land based hazards such as slipping on the steps, slip way, falling off walls, being hit by boats on launching and retrieving; and falling off the quay into the water.</b>	<b>Children Adults</b>	<b>At their first YYC Cadet event, parents to be provided with a copy of the risk assessment and sign an Entry and Consent form on the understanding that they are fully responsible for their own child at all times (see 'points to note' below). A sign is in place at the top of the steps.</b>	
<b>Injury to people in the water</b>	<b>Children Adults</b>	<b>Swimming is not permitted during YYC events and a sign stating this is displayed on the slipway wall.</b>	
<b>Helm and crew not able to handle boat in prevailing conditions</b>	<b>Children</b>	<b>By permitting the cadet to launch parents imply the competence of the cadet and crew for the expected or forecast conditions as stated on Entry and Consent form.</b>	
<b>Boat getting swamped</b>	<b>Children</b>	<b>Dinghies currently used at the Club are of a modern self draining design.</b>	
<b>Inverted boat</b>	<b>Children</b>	<b>Dinghies currently used at the Club may invert but associated risks are reduced because of their designs.</b>	<b>Risks to be explained at a cadet training session</b>
<b>Equipment failure on dinghy</b>	<b>Children</b>	<b>Parents to warrant the suitability of the cadet's boat (see Entry and Consent form).</b>	
<b>Cadet injured whilst sailing, eg. hit by boom or other boat.</b>	<b>Children</b>	<b>All cadets to be encouraged to look out for one another and shout for assistance if required. First aid kits to be held in the patrol boats and in the club hut.</b>	<b>First Aid kits to be checked each season so that they are fit for purpose.</b>

<b>Medical incident</b>	<b>Children Adults</b>	<b>First aid kits to be held in the YYC hut and in patrol boats. Parents present to phone emergency services if required. Head injury and first aid information is held on laminated sheets in the club hut.</b>	<b>First Aid kits to be checked each season so that they are fit for purpose.</b>
<b>Poor weather conditions leading to hypothermia</b>	<b>Children Adults</b>	<b>Parents to ensure that their child wears appropriate clothing at all YYC events (as stated on Entry and Consent form).</b>	
<b>Risk of drowning</b>	<b>Children</b>	<b>Parents and cadets to sign Entry and Consent form agreeing to ensure that a buoyancy aid is worn at all times when a cadet is afloat.</b>	
<b>Sudden extreme conditions causes problems for several cadets simultaneously</b>	<b>Children</b>	<b>Cadets to make their way to shore and walk back towards YYC, pulling their dinghy (or leaving it on the shore line secured before returning to the YYC )</b>	
<b>Sudden danger in location of event, eg. fierce squall, large wave, jellyfish alert</b>	<b>Children</b>	<b>All cadets to return to shore immediately if instructed to do so by the patrol boat crew or race officer. Parents to assist ashore.</b>	
<b>Trailers and Trolleys</b>	<b>Children Adults</b>	<b>Trailers and trolleys shall be parked at all times so as to avoid accidents i.e. tripping</b>	
<b>Being rescued</b>	<b>Children Adults</b>	<b>Cadets to follow instructions from patrol boat crew. Patrol boat crew to wear buoyancy aids or lifejackets.</b>	
<b>Child at risk from approaching patrol boat</b>	<b>Children</b>	<b>Patrol boat helms to cut engine (orange boat), or turn to neutral (launch), on approach to cadet in water. Orange boat to carry paddle at all times. Cadets and parents must be aware that the patrol craft has no propeller guard following a revised RYA policy stating that propeller guards are no longer recommended for use on patrol craft.</b>	<b>Ensure paddle is secured in orange boat as can be left in hut</b>
<b>Patrol boat does not respond to a cadet in difficulty</b>	<b>Children</b>	<b>Parents to keep an eye on their own child and to alert the race officer who can then contact patrol craft by radio.</b>	<b>Ensure radios are charged and operating before events start.</b>
<b>Patrol boat crew unable to assist cadets</b>	<b>Children</b>	<b>Minimum of 2 adults in each patrol boat with radio contact with Race Officer ashore. 2 patrol boats to be manned for sessions if necessary.</b>	
<b>Fire on board safety boat.</b>	<b>Children Adults</b>	<b>No refuelling to take place while the engine is running.</b>	
<b>Missing children</b>	<b>Children</b>	<b>Cadets under 16 years to be accompanied by a responsible named adult throughout events as stated on the Entry and Consent form.</b>	

To ensure that all potential risks are kept to a minimum, please can all parents make themselves familiar with the 'Instructions for Race Officer at YYC Cadet events' laminated information sheets which are in the Club hut and on the Club website. Please make yourself aware of these responsibilities regardless of whether you have a duty or not as your vigilance will help to ensure optimum safety at all times.

**Points to note:**

- Risk assessment sheets to be distributed to parents of all Cadets before their first session, along with the Entry and Consent Form, Cadet sailing programme and YYC Cadet Information card.
- Entry and Consent form to state clearly that parents take full responsibility for their own child at all times.
- Entry and Consent forms to include parental responsibility for suitability of dinghy, appropriate clothing & wearing of buoyancy aid.
- All parents & Cadets to read & sign Entry and Consent form each year before entering Cadet events that season
- YYC to ensure that an event does not go ahead without the provision of adequately manned patrol craft.
- Patrol craft to be in radio contact with race officer ashore whenever possible.
- Adults with mobile phones to contact emergency services if needed.
- When the affiliated community sailing is participating in YYC cadet events, all community sailors will be the responsibility of community sailing with their own patrol craft and instructors.