

RISK ASSESSMENT – to be completed and updated annually

Date Completed and Updated: 1/3/2018

Hazard	Who might be harmed	Is the risk adequately controlled	What further action is needed to control the risk
<u>Off the beach</u>			
1. Existing medical conditions	Instructors/clients	<ul style="list-style-type: none"> Controlled by checking instructors medical history. Customers filling out indemnity forms with medical details and history 	<ul style="list-style-type: none"> Ensure any client medication is available at all times throughout lesson
2. Dehydration	Instructors/clients	<ul style="list-style-type: none"> Make sure clients and instructors have adequate fluid consumption before leaving the surf school. 	<ul style="list-style-type: none"> Supply water to be taken down to the beach in first aid kit
3. Sunburn	Instructors/clients	<ul style="list-style-type: none"> Make sure instructors and clients have applied waterproof sunblock (factor 30) to all exposed areas. Instructors to wear hats on sunny days 	<ul style="list-style-type: none"> Extra sunscreen carried to the beach in first aid kit
4. Slipping (on decking & in changing rooms)	Instructors/clients	<ul style="list-style-type: none"> Ensure deck is kept as dry as possible and sand is regularly swept away Floors to be mopped at start and end of each lesson 	<ul style="list-style-type: none"> Keep the drains clear to ensure water run off from showers

<u>Getting to and from the beach</u>			
1. Traffic accidents (when walking to Fistral)	Instructors/clients	<ul style="list-style-type: none"> Instructors spaced evenly within group for walk to beach. When 	<ul style="list-style-type: none"> Keep younger and less able

beach, crossing the roads)		crossing roads ensure one instructor leads communicating with clients at all times	members of the group close to instructors
2. Falling, tripping, and slipping	Instructors/clients	<ul style="list-style-type: none"> • Wear appropriate footwear • Instructors to warn clients of uneven surface 	<ul style="list-style-type: none"> • Always use designated public pathway
3. Sharp objects	Instructors/clients	<ul style="list-style-type: none"> • Wear appropriate footwear • Instructors to warn clients of sharp objects 	<ul style="list-style-type: none"> • Always use recognised footpath
4. Moving projectiles (golf balls, when crossing golf course on route to Fistral beach)	Instructors/clients	<ul style="list-style-type: none"> • Fences in place to protect clients walking on the public pathway through golf course 	<ul style="list-style-type: none"> • Stay to the path and be aware at all times of your surroundings

<u>On the beach</u>			
1. Falling, tripping and slipping	Instructors/clients	<ul style="list-style-type: none"> • Advice given by instructors. Re; uneven surfaces, prior to arriving at beach 	
2. Beach related debris	Instructors/clients	<ul style="list-style-type: none"> • Instructors to offer warning of potential trouble areas. • Liaise with lifeguards for up to date information on the beach 	<ul style="list-style-type: none"> • First aid kit available on the beach
3. Heat exhaustion/ heatstroke	Instructors/clients	<ul style="list-style-type: none"> • Instructors to monitor the group at all times ensuring adequate water consumed 	<ul style="list-style-type: none"> • Up to date check on weather and warn clients
4. Hypothermia	Instructors/clients	<ul style="list-style-type: none"> • Always ensure correct equipment is used based on the time of year. • Correct thickness of wetsuit • Boots and gloves if necessary 	<ul style="list-style-type: none"> • Check weather condition on a regular basis • Include emergency blanket in first aid kit
5. Wind blown objects, including surf boards	Instructors/clients	<ul style="list-style-type: none"> • If windy, ensure customers are aware of potential risk and advise to be alert 	<ul style="list-style-type: none"> • If any boards are left on the beach, ensure they are secured

<u>In the water</u>			
1. Drowning	Instructors/clients	<ul style="list-style-type: none"> • Instructors to assess physical competence of each individual. • All clients must be able to swim 50 m min 	<ul style="list-style-type: none"> • Instructors keeping all clients in waist to chest depth water. (Unless on advance lesson)
2.Hypothermia	Instructors/clients	<ul style="list-style-type: none"> • Use of correct equipment based on the time of year. • Correct size wetsuits offered. • Boots, gloves and hoods if necessary 	<ul style="list-style-type: none"> • Emergency blanket on the beach in first aid kit
3.Other injuries	Instructors/clients	<ul style="list-style-type: none"> • Follow NOP and EAP procedures 	
4.Water pollution / sewage outlet	Instructors/clients	<ul style="list-style-type: none"> • Follow advice of lifeguards on duty 	<ul style="list-style-type: none"> • Liaise with local council • Follow cancellation /refund procedures
5. Marine Stings	Instructors/ Clients	<ul style="list-style-type: none"> • Use appropriate wetsuits and accessories. • Offer boots to avoid weaver fish stings • Enquire about anaphylactic shocks during health check at beginning of lesson 	

6.Client pulled into deep water (rips,current)	Clients	<ul style="list-style-type: none"> • All instructors briefed and receive training in local conditions. • The lesson will only take place when the sea state, tide and wind are within safe working distance 	
7. Collision with other water users	<ul style="list-style-type: none"> • Clients/ instructors 	<ul style="list-style-type: none"> • Clients to be briefed on avoidance techniques, flags and safe use of board. • Instructors to ensure clients are evenly spaced at all times and adhering to the safe code of practice 	
8.Spinal injury	<ul style="list-style-type: none"> • Clients 	<ul style="list-style-type: none"> • Due to the gradient of the beaches, the additional hazards of high tide surfing will be covered in the initial brief. • Surfing lessons will be planned around high tide if sea conditions are not within the safe working limit 	