

# Risk Assessment for Sailfree Operations at OSC



<b>Scope of Risk Assessment</b>	This assessment covers all OSC club members, volunteers, participants and visitors anywhere on OSC property at any time		
<b>Date of Assessment</b>	6 <sup>th</sup> March, 2021	<b>Last Reviewed</b>	25 <sup>th</sup> April, 2021
<b>Assessor's Details</b>	Assessed by Matthew Thomas (OSC Committee Member) Tel: 0775 953 9028		

## General Risks

No	Description of Hazard and Expected Consequence	Potential for Harm Likelihood x Severity = Risk Level						Control Measures	Residual Risk Likelihood x Severity = Risk Level					
		L	S	Risk Level	H	M	L		L	S	Risk Level	H	M	L
1	Slips, Trips & Falls	3	3	9	Medium			Appropriate footwear should be worn for the activity being pursued. No running. Support ratio must be appropriate for the activity and the needs of the participants. A session briefing must be given and must include slipway hazards. Buoyancy aids must be worn on slipway, banks and jetties and on the water.	1	3	3	Low		
2	Fall/Collision with wheelchair	2	4	8	Medium			Route to be clear before attempting to move a participant in a wheelchair. Support ratio must be appropriate for the activity and the needs of the participants.	1	4	4	Low		
3	Moving/transferring clients to/from boats	3	4	12	High			Staff/volunteers must be trained in the use of the hoist. Hoist must be tested/inspected/maintained in accordance with LOLER regulations.	1	4	4	Low		
4	Head injuries from boom	3	4	12	High			Participants/carers to be briefed on dangers of the boom. Helmets to be provided (not required in access boats)	1	4	4	Low		
5	Capsize/Inversion/Entrapment/MOB	3	5	15	High			Access boats must have daggerboards secured in down position. Gas auto-inflation lifejackets must not be worn. Non-access boats must be helmed by person approved by the Senior Instructor and must have masthead buoyancy. If there are only Access boats on the water, Safety boat can be helmed by a competent Powerboat Level 2 qualified helm. If capsizable boats such as Comets are on the water, safety boat helm must be safety boat qualified. Participants briefed to remain seated in vessels.	1	5	5	Low		
6	Rope Burns	3	2	6	Medium			Participants to be briefed.	1	2	2	Low		
7	Hypothermia	2	4	8	Medium			Briefing, awareness and vigilance.	1	4	4	Low		

8	Sunstroke/sunburn	2	3	6	Medium	Schools must bring appropriate clothing and sun protection creams and apply as necessary.	1	3	3	Low
9	Entangled hair	3	3	9	Medium	Long hair to be tied back.	1	3	3	Low
10	Child protection issues	2	3	6	Medium	Regular volunteers to be DBS checked. Only those with DBS checks to sail with participants.	1	3	3	Low
11	Training of volunteers/instructors	3	3	9	Medium	All volunteers and instructor must read and adhere to the Sailfree manual and the OSC Safety Manual. Schools sessions must be run by a qualified RYA Senior Instructor with appropriate safety and instructor ratios.	1	3	3	Low

## Additional Risks

No	Description of Hazard and Expected Consequence	Potential for Harm Likelihood x Severity = Risk Level						Control Measures	Residual Risk Likelihood x Severity = Risk Level					
		L	S	Risk Level	H	M	L		L	S	Risk Level	H	M	L
12	Risks posed by long absence from use of PowerBoats etc	3	3	9	Medium		All Powerboat helms and crews must undergo re-training to include: <ul style="list-style-type: none"> <li>Basic boat handling skills (as per RYA Level 2 Power Boat)</li> <li>Specific training in the recovery of inverted sailing craft (with particular reference to loss of daggerboard/centreboard)</li> <li>Consideration of how to perform a rescue with minimum physical contact</li> </ul>	1	3	3	Low			
13	Facilities and equipment failure/non-conformity	2	3	6	Medium		All equipment that requires LOLER inspection must be inspected & certified before use. Water system to be tested and operational before first session.	1	3	3	Low			

## Risks associated with Covid-19

No	Description of Hazard and Expected Consequence	Potential for Harm Likelihood x Severity = Risk Level						Control Measures	Residual Risk Likelihood x Severity = Risk Level					
		L	S	Risk Level	H	M	L		L	S	Risk Level	H	M	L
14	Transmission of Coronavirus due to proximity of/contact with others.	3	4	12	High			<p>Nobody must attend OSC if they are exhibiting any of the symptoms of Covid-19 as described on the Public Health England website.</p> <p>Where possible, all persons who are not from the same household must keep 2m apart.</p> <p>If a situation necessitates a closer proximity, face coverings to be worn by all parties concerned.</p> <p>If any members of the group feel unwell during the session, they must return home immediately.</p> <p>The clubhouse will remain closed. Access will be allowed only for use of the disabled toilet facilities.</p> <p>Safety boats to carry face coverings and protective gloves for use if personal contact with a participant/casualty is unavoidable.</p> <p>The organisation attending sailfree sessions must have submitted their Covid-19 risk assessment/method statement to the OSC Commodore and this must have been approved prior to attendance.</p> <p>Volunteers must have a negative lateral flow test within 48hrs of attending the session and will be required to tick the sign-in sheet to confirm this.</p> <p>All volunteers and visiting groups must sign-in and use the NHS Test &amp; Trace QR code which is displayed around the club.</p> <p>Buoyancy aid fitting will be performed outside.</p> <p>Powerboat passengers will not be allowed until restrictions eased appropriately.</p>	2	4	8	Medium		
15	Club and personal equipment – potential contamination with Covid-19	3	4	12	High			<p>All equipment, eg: VHF Radios, buoyancy aids and safety boat equipment must be allocated to individuals at the start of the session and must not be shared. Equipment (including boats) that cannot be allocated to sole users must be regularly cleaned and sanitised throughout the session.</p> <p>Boats, buoyancy aids and other equipment must be sanitised between different participant 'bubbles' using the sanitising spray provided.</p> <p>Boats and buoyancy aids will be sanitised with V2 Antiviral Disinfectant (MSDS and COSHH Assessment in appendix of this risk assessment)</p>	2	4	8	Medium		

16	Transmission of Covid-19 during eating and drinking	3	4	12	High	Hands must be washed/sanitised before and after preparation of food and eating. Nobody must share their cups, plates, utensils or food. Designated areas will be identified to segregate different sets of clients.	1	4	4	Low
17	Transmission of Covid-19 from human waste	3	4	12	High	If any persons need to use a toilet during the session, they must ensure that they practice good hygiene practices. Hand washing/sanitising is essential and if the clubhouse toilet is utilised, all items/surfaces that have been touched must be cleaned, including the main door and access keypad. This will be the responsibility of the person using the facilities or their carer.	2	4	8	Medium

### Key:

	Consequences					Likelihood				
	People	Environment	Assets	Reputation		Certain	Very Likely	Likely	Possible	Unlikely
Severity						5	4	3	2	1
	Death	Irreversible Damage	Severe Damage	Severe Impact	5	25	20	15	10	5
	Specified Injury	Major Incident, Contamination etc.	Major Damage	Major Impact	4	20	16	12	8	4
	Reportable (Over 7 days Lost)	Moderate Incident	Moderate Damage	Moderate Impact	3	15	12	9	6	3
	Lost Time Injury (7 or less days)	Low Impact	Slight Damage	Slight Impact	2	10	8	6	4	2
	Minor Injury (No Lost Time)	No Impact	No Damage	No Impact	1	5	4	3	2	1

Scoring	Score	Priority	Action
	1 to 5	Low	Low risk identified – Control measures to be adopted and monitored
	6 to 10	Medium	Medium risk identified – Ensure that the risk assessment is reviewed, further controls may be required
	12 to 25	High	High risk identified – Re-evaluate risk assessment and develop / determine greater controls



## COSHH Assessment Form

This assessment **only addresses the risk of harm to health** from the substances listed. Additional risk assessments may be required to control the risk from other hazards associated with this work/the procedures used.

<b>Assessor</b> (print) Matt Thomas	<b>Employer/Supervisor</b> Otley Sailing Club	
<b>Assessment Date</b> 25 <sup>th</sup> April, 2021	<b>Dates reviewed</b> <sup>(4)</sup>	

### HAZARDS IDENTIFIED

<b>Substance</b>	<b>Hazardous Properties</b>	<b>Quantity</b>
Hycolin Professional Antiviral Multi-Purpose Cleaner 800-122-0020 V2	<i>Physical Hazards: Not classified Health Hazards: Not classified Environmental: Not Classified</i>	<i>Purchased/stored in 5L tub</i>

<b>Additional information</b> <ul style="list-style-type: none"><li>• Workplace Exposure Limits: Alkyl (C12-16) Dimethylbenzyl Ammonium Chloride 3.96mg/m<sup>3</sup></li><li>• R-phrases: None</li><li>• S-phrases: None</li><li>• H and P statements: None</li></ul>
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<b>Emergency Procedures</b> <ul style="list-style-type: none"><li>• Eye contact: Rinse immediately with plenty of water. Remove any contact lenses and open eyelids wide apart. Continue to rinse for at least 15 minutes. Get medical attention if irritation persists after washing. Show the MSDS to medical personnel.</li><li>• Inhalation: Move affected person to fresh air at once. Rinse nose and mouth with water. Get medical attention if any discomfort continues.</li><li>• Skin contact: Rinse immediately with plenty of water. Remove contaminated clothing. Get medical attention if irritation persists after washing.</li><li>• Ingestion: Never give anything by mouth to an unconscious person. Do not induce vomiting. Rinse mouth thoroughly with water. Get medical attention if any discomfort continues.</li><li>• Spill procedure: Stop leak if safe to do so. Absorb with vermiculite, dry sand or earth. Flush area with water. Do not allow water to enter drains or water courses.</li><li>•</li></ul>
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<b>What will the chemical be used for?</b> <i>(insert title of experiment or experimental procedure)</i> <b>Who may be exposed?</b>  Substance will be applied by spray to disinfect touch points on boats and equipment. Exposure limited to person applying
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## METHODS OF PREVENTION OR CONTROL OF EXPOSURE

### 1. Engineering controls required

- No specific engineering controls required

### 2. Access control

- Substance to be kept in locked 'genny house' when not in use.
- Substance only to be used by OSC volunteers who have been briefed in its use.

### 3. Special procedures

- Standard Operating Procedure (SOP) required

### 4. Approved PPE ( Note: PPE is to be used as the 'last resort' when controlling exposure)

- gloves for persons with sensitive skin
- no specific eye protection required

### Disposal Procedures

- Are chemicals with risk phrases R50-R59 or hazard statements H400 – H413 (environmental hazards) involved?

Yes/ No

### TRAINING REQUIREMENTS

Volunteers to be briefed in use of this substance in accordance with product directions for use below.

### HANDLING AND STORAGE REQUIREMENTS

To be stored in locked 'genny house' when not in use.

## ASSESSMENT OF RISK USING CONTROLS DETAILED ABOVE

# Low Risk

## Directions for use:

Do not dilute – Product is ready to use. Spray directly onto surface and leave for a minimum of 5 minutes before wiping with a clean, damp cloth. Can be applied directly using a clean cloth.