

Definitions: Staff member Adult member or young leader leading or supporting the activity.
 Participant Member of the Scout Association undertaking the activity
 Organisers carry out the administration of an event, Leaders physically run the event. The two roles can be split, or combined in one person.
 Organisers and Leaders will be provided with this risk assessment, an Organiser/Leader Guidance note, and a participant Guidance note, to help them fulfil their roles.
 A generic invitation is under development. Organisers to use their own until completed.

Aim / Overview: To facilitate resumption of SSWAC activities within the constraints of the Scout Association Yellow alert guidelines. We expect to remain in a test and learn phase.
 This is Yellow alert **version 1.0**, which restricts events to be over up to two days, using own or club craft and equipment, by people who have the British Canoeing Discover award as a minimum, though preferably a higher award, with access to the SSWAC Centre. Residential activities are limited to six persons, but the club residential activities are not suited to these low numbers.

Important note: The role of the session Leader is even more important than usual, to combat Covid-19. Especially with larger numbers, the Leader needs to remind all of the rules and to make sure they are followed. Delegating the various tasks to mitigate Covid-19 is to be encouraged.

| Hazard | Risks | 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? |
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| Hazard – something that may cause harm or damage. | Risk – the chance of it happening | Young people, Leaders, Visitors? | Controls – Ways of making the activity safer by removing or reducing the risk from it. For example - you might use a different piece of equipment or you might change the way the activity is carried out. | Keep checking throughout the activity in case you need to change it...or even stop it! This is a great place to add comments which will be used as part of the review. |
| Transfer of Covid-19 person to person on bank | Interpersonal contact. | Participants, staff, families, members of the public | Primary method of protection is social distancing, which is normal within the population now. All event leaders to remind participants that this is necessary and that they are encouraged to raise any concerns about better methods that can be used for particular actions, such as the launching of boats. | |
| | | | Activities for adults to be planned by the Leader to keep 1m+ distance at all times, 2m+ distance at the majority. For the 1m distance, masks will be required. As the wearing of masks is now common-place, all attending the event will provide their own masks. | |
| | | | Adult only (18+) events are limited to six persons, including staff, may not include under-18s, and must be non-social. | |
| | | | Events solely for Network members are restricted to thirty persons (including staff) and must be non-social. | |
| | | | Events for Beavers, Cubs, Scouts and Explorers are limited to their own section and Group only, but without restriction on numbers. To make an event viable, participants may come from two different Groups. Staffing levels should be appropriate. | |
| | | | Individuals to be capable of carrying their own kayak and/or open canoe. Where appropriate, front and rear carrying by 2 people maintains distances. | |
| | | | Parents & participants guidance note, and both the generic and the Covid-19 specific Risk Assessments to be provided on booking a place on any event. | |
| Social distancing is not maintained at drop off. | Participants, staff, families, members of the public | Co-ordination with Godalming District Scout Canoe Club, by Ian Rowlands, booking secretary for the SSWAC Centre, to ensure that groups do not overlap. | | |
| | | Instructions by the Leader, for those not in a group, to not approach within 10m | | |
| | | Instructions by the organiser not to attend if any member of the supportive bubble has suspected Coronavirus or is self-isolating, as set out in the participants Guidance note. | | |
| | | These individuals asked in event invitation to contact event organiser before applying. Participants should not expect to attend the event at this time unless in the most usual circumstances. | | |
| Individuals who are shielding. | Participants, staff, members of family. | Parents and families asked by event Leader to ensure they stay away from groups if staying. | | |
| Social distancing is not practiced by parents waiting. | Participants, staff members, families. | Event Leader to keep group away from members of public | | |
| Social distancing is not practiced by members of the public in the open space. | Participants, staff, members of family. | | | |
| Transfer of Covid-19 in buildings | Transfer in the SSWAC changing rooms. | Participants & staff members | The following will be included in the Participant Guidance note, and the session Leader will include in their briefing: Preferably arrive and depart in water activities clothing. Participants or staff members may use the two changing rooms, but for social distancing purposes, only one at a time may use the small changing room, and three at a time may use the large changing room. Alternatively, participants or staff members may change in the open at the venue but need to be discreet. Advise use of dry robes or similar. | |
| | | | At the beginning and end of the session, a disinfectant spray will be used on all surfaces that may normally be touched. | |
| | Transfer in the SSWAC toilet. | Participants & staff members | The session Leader will ensure: At the beginning and end of the session, a disinfectant spray will be used on all surfaces that may normally be touched. The toilet seat will be wiped down. Each user will leave the toilet ready for the next person by spraying everything they have touched, and wiping down the seat. | |
| Transfer of Covid -19 on water | Rescues | Participants and staff members | The event leaders will constantly check that distance between crafts is maintained, and will ensure that any activity during the event is not of a type that requires close proximity. | |
| | | | Event organiser to limit the number on the water to 6 for adult only events, thirty Network only events, and unlimited numbers from one or two maximum younger sections. The numbers can be split into smaller groups with staggered entry and exit times to the water preferred. | |
| | | | Sessions to be opened to those with a minimum of the old 1star award, the new Discover award, or whose experience meets that level. This will be determined by the event organiser | |
| | | | Event to be well within the capability of the group, to minimise risk. | |
| | | | Self rescue (exit and swim) to be the primary means of rescue. Assistance by peers is preferred to assistance by staff. | |
| In the event of entrapment or panic, a staff member will need to physically intervene. The possibility of this will be reduced by selection of individuals and activities but cannot be removed. Increased risk for staff member and participant. | | | | |
| We do not recommend masks for participants and staff members on the water, due to risk in covering mouth and nose on the water. | | | | |
| Transfer of Covid during first aid | First aid results in closer contact. | Participants and staff members | Group leaders to be supplied with 'Covid-19 Emergency Pack', containing extra items for protection against Covid-19 whilst conducting first aid. | |
| | | | Group leaders recommended to have a face covering available for on water activities. | |
| | | | Where possible, injured individual to apply self first aid | |
| | | | In the event CPR is needed, follow current Resus Council Covid-19 guidance. If mouth to mouth is required, use a face shield from the Covid-19 Emergency Pack. | |

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| Transfer of Covid 19 via craft and equipment | Transfer via touching face after touching equipment | Participants and staff members | Event Leader to ensure all individuals wash hands or hand sanitise on arrival & departure, using their own gel. | |
| | | | Session Leader to ensure: Club equipment (spray decks, buoyancy aids, cagoules) will be dunked in a large bucket of weak bleach solution, then rinsed in another large bucket of plain water, at the end of each session, if to be reused within 72 hours. Similarly, paddles will be treated with disinfectant spray. | |
| | | | Session Leader to ensure: Club craft handling points will be treated with disinfectant spray at the end of each session, as they are being stored, if to be reused within 72 hours. | |
| | | | Session Leader to ensure: If the event is, for example, a 2 day course in the same craft, in addition to the above, participants will store their borrowed equipment in their craft over-night, so theirs can be more easily identified on the second day. | |
| | | | Session Leader to ensure: Participants to be reminded to clean own equipment at home and keep socially distanced whilst doing so, in the Leader debrief at the end of the event. | |
| Reporting procedure | | | | |
| Reporting procedure | | Participants and staff members | Any participants or staff members who become ill to contact the event organiser, to facilitate track and trace, if required. | |
| Other diseases may be masked as Covid-19 | Risk of Wells disease/Leptospirosis | Participants and staff members | All control measures above | |
| | | | Participants warned of Wells disease/Leptospirosis in the Participant Guidance note, and the Leader to remind all during the Leader's debrief at the end of the event. | |
| | | | Any participants or staff members who become ill to contact event organiser, who will remind them of the above. | |
| Sun damage | Increased risk of sun related injury as communal sun cream cannot be used. | Participants and staff members | Participants briefing note includes reminder to bring own sun cream. | |
| Dehydration | Risk reduced as Centre can be accessed. | Participants and staff members | Participants briefing note includes reminder to bring water, or a bottle to fill. | |
| Normal kayaking risk profile | All "normal" risks | Participants and staff members | Generic Risk assessment also supplied to Participants, parents and staff members. | |

Prepared & Checked by

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| Name, | Roger Harris Surrey Scout County Canoeing and Kayaking Advisor | Checked by: Name, | Chris Schultz | David Linley |
| Role | | Role | SSWAC Chair | SSWAC Secretary |
| Date | 16/05/2021 | Date | | |
| Reviewed & updated | | | | |

Approved by Commissioner

**Name,
Role
Date**