



Shearwater Sailing Club Risk Assessment – Club premises

APPENDIX C

Hazard	Potential severity and risk	Who is at risk	Control Measures	Additional measures	Residual risk
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Standing risk assessments prepared on behalf of the Committee of Shearwater sailing Club
 These assessments will be subject to ongoing review and amendment as required.

All members please be advised - S.S.C. is run by the members for the benefit of the members. We all have a responsibility for our own health and safety and the safety of others, particularly our junior members. It is the member's responsibility to please follow the advice and guidance laid down in this risk assessment and not to engage in any activity that puts you or others at risk of injury.

Boat being moved or lifted - striking or falling on to someone or mover suffering back injury	Bodily injury / back strains Low - medium	Moving - All people in area Lifter	Vigilance to be exercised when maneuvering boats in dinghy park etc. If lifting ensure sufficient assistance	Lifters ensure good manual handling practice – back straight, knees bent etc.	Low
Mast falling and striking someone during stepping	Head injury / cuts / bruising Low but medium with less experienced people and helpers	Club members / visitors and members of the public	Mast controlled preferably by two or more people. Before undertaking ensure potential fall areas clear unauthorized people not to enter area of lift.		Low



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Slips, trips and falls in dinghy park area	Broken bones / bruising Low	Club members / visitors and members of the public	Clearly defined dinghy berthing areas mainly adjacent to rail fencing. No protruding ground hazards allowed.	If a protruding hazard is in place when a boat is temporarily removed from its berth (e.g. on the water) this must be clearly marked. All potential hazards removed in winter months	Low
Slips, trips and falls from jetty.	Drowning – Low Other bodily injury - Medium	Club members / visitors and members of the public	Gate fitted across jetty entrance. Signage re private jetty in place. Personal buoyancy to be worn at all times on jetty. Some non-slip surfacing installed	Ensure jetty swept / washed before use if slipping hazard e.g. bird faces present	Low



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Slips, trips and falls from boathouse jetty, slipway and areas adjacent to slipway	Drowning – Low Other bodily injury - medium	Club members / visitors and members of the public	No protruding items (mooring rings etc.) surfaces to be maintained in a reasonable condition. Club members to wear personal buoyancy when about the watersides.	Remove any tripping hazard seen or report to club committee member if appropriate.	Low
Moving traffic on roadway between clubhouse / dinghy park and the rigging / slipway areas – being struck by a passing vehicle	Death / bodily injury Medium	Club members / visitors, particularly younger children	Parents / appropriate adults to closely supervise children at all times. All members to take care when crossing the roadway. Speed bumps installed on roadway to slow traffic.	Stop, look, listen!!!	Low



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Slips, trips and falls in the clubhouse, particularly the changing areas when to floor is wet	Broken bones / bruising Low	Club members / visitors / cleaner	Floors to be mopped if excessively wet. Children to be supervised by parents or responsible adult Any tripping hazards to be removed. Report any structural or other matter that cannot be immediately rectified to Commodore or committee member. Ensure lighting turned on when required.	Any spillages to be mopped up. Mop and bucket to be kept accessible to members. Tripping hazards to be kept clear of walking routes. No storage in walking routes. No trailing ropes / electrical leads / cables.	Low



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Electricity	<p>Death / electric shocks and burns from faulty equipment or installation.</p> <p>Low</p>	Club members / visitors / cleaner	<p>Fixed installation correctly installed by qualified electrician.</p> <p>All repairs by a qualified electrician.</p> <p>Portable equipment to be checked for any signs of damage before use. Any considered unsafe must be marked and taken out of use.</p>	<p>Electrical inspections by qualified electrician to be undertaken on a regular basis.</p> <p>Avoid contact with electrical appliances when hands or body are wet.</p> <p>Main switch and circuit breakers located above doorway inside male changing area - switch off power and advise Commodore / committee member if any doubt as to electrical safety arises</p>	Low
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Hazardous substances	<p>Skin problems e.g. dermatitis, eye damage from direct contact with chemicals. Vapor may cause breathing problems.</p> <p>Low</p>	Club members / visitors cleaning up kitchen / spillages etc.	<p>Mops, brushes and strong rubber gloves provided.</p> <p>Any cleaning products marked 'irritant' to be replaced with milder alternative where possible.</p> <p>Cleaning products stored securely at high level.</p>	Household products available in kitchen for general club member use e.g. washing up liquid etc. usual domestic considerations apply	Low
Manual handling	<p>May suffer back pain / damage if try to lift objects that are too heavy or awkward. (See also 'Boat being moved' ante.)</p> <p>Medium</p>	Club members	<p>No heavy equipment Is in regular use requiring trolleys etc. Tables / chairs to be lifted with care and with appropriate help as required.</p>	Lifters to ensure good manual handling practice – back straight, knees bent etc.	Low



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Stored equipment	Injuries from collapsing stacks and items stored above head height (e.g. club boat parts) Low	Club members / visitors	Chairs must be stored carefully so they do not collapse. Only lightweight items such as sails / tillers etc. to be stored at or above head height.		Low
Heavy raising counter top between galley and main clubhouse area falling on to hands / head etc.	Broken bones and cuts. Low	Galley users.	Secure self-locking safety retaining latch is fitted. Counter top only to be lowered / used when events are taking place and designated members and helpers are using the galley area.	Appropriate care to be taken by all	Low



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<p>Below floor storage areas. Hatches falling on to persons, injuries from falling in to open hatchway or from entering to retrieve stored objects.</p>	<p>Broken bones / cuts / bruising / head injuries</p> <p>Low</p>	<p>Club members</p>	<p>Hatches to be left closed when unattended.</p> <p>Hatches to be fully opened before retrieving stored items.</p> <p>Regularly used items to be stored within easy reach.</p> <p>Deep storage items only out of easy reach.</p>	<p>Members are not to enter under floor storage unless necessary.</p>	<p>Low</p>
<p>Injury from swinging doors in windy conditions, particularly main entrance door to clubhouse.</p>	<p>Crushed / broken fingers etc.</p> <p>Low</p>	<p>Persons entering / exiting clubhouse.</p>	<p>Doors to be secured in open position by use of hooks.</p>		<p>Low</p>



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Injury from broken glass or crockery.	Cuts.	Persons coming in to contact with the sharp item(s)	Repairs to broken glass only to be carried out by properly equipped and competent persons.	Broken glass and crockery to be disposed of in a safe manner – placed in secure box and if necessary marked before being transported for safe disposal. No ‘sharps’ in bin bags etc.	Low
Legionnaires disease or other bacterial infection from shower heads in male and female shower areas.	Death / severe illness	Shower users	Shower heads and flexible pipes to be cleaned at least every 3 months.	Users to let initial water flow for a short time whilst avoiding breathing in emitted droplets. In practice this should occur whilst awaiting shower to warm up.	Low