

## RISK ASSESSMENT v2025.1

Approved by the Management Committee at their meeting on 10 March 2025

Next Review due March 2026 or following a serious incident/near miss or change in operating procedures

Risk/Hazard	AT RISK	CONTROLS/ACTION * See Operating Procedures **See Joining Instructions
<b>Slips, Trips and Falls</b> Bollards, rings, ropes, mooring pins, holes, uneven or slippery surfaces especially when wet or icy Slipping on a wet deck Foot Injuries from sharp stones or glass on the towpath Falls off unprotected canal edges including at Snaygill, bridges and locks Climbing in or out of engine compartment	Crew	Skipper to Crew briefing to include* : - crew trained in safe working practices and the need to exercise good judgement to stay safe - crew not to take any risks - crew to be aware of low/no handrails in stern area. - crew not to step off the boat unless instructed by Skipper/Helm - crew not to step off the boat in a dangerous place, where gap is too large or if boat moving too fast for them - handrails or grabrails to be used Trustees provide Anti-slip deck surface Crew to wear non-slip shoes * Trustees provides Crew Training via Trainer and skippers
<b>Slips, Trips and Falls</b> Slippery surfaces especially when wet or icy Slipping on a wet deck Slipping whilst transferring to or from boat Passengers moving around on boat	Passengers and carers	Carers/responsible persons responsible for taking appropriate care to avoid slips/trips/falls ** Carers responsible for moving passengers from their transport onto the boat ** Carers and passengers to wear non-slip shoes ** Trustees provide anti-slip deck surface Skipper to Passenger briefings to include*: - the need to take care due to the risk of slips, trips and falls and in particular stairs, ramp and lift - Handrails to be used - Passengers are not normally permitted on rear deck due to low/no handrails. - Passengers to move around boat with care – beware of warnings from crew if a jolt is imminent - Lift only to be operated by trained crew - Passengers to remain seated and cooker off whilst going through locks
<b>Slips, Trips and Falls</b> Slippery surfaces in car parks, paths and towpath caused by fallen leaves, moss, mud, wet grass, ice etc  Collisions with shore, bridges, stationary boats, moving boats and in locks  Falling into lift shaft	Passengers, Carers and Crew	We cannot control nature – Skipper to Passenger Briefing to include that Passengers, carers and Crew need to take appropriate care as they would do in their own locality. */** (Standard Conditions also require carers/responsible persons and passengers to take care similarly).  Crew trained in safe working practices including the need to maintain a Bowman. Helm to warn passengers if a jolt is imminent (if possible) */**  Crew trained for lift to be left in up position when not in use (or in down position if outer doors shut) *

<b>Entrapment/Crushing</b> Between boat and other object In parts of locks or bridges Berthing and Slipping moorings Weed Hatch Trapped fingers in mooring rope Entanglement in ropes Body parts when lowering/lifting ramps Fingers trapped or body entangled in mooring ropes	Crew	Crew trained in safe working practices including the need to maintain a Bowman. Skipper to Crew briefing* to include: - the need to exercise good judgement to stay safe - crew not to take any risks - extra care to be taken when operating bridges or locks Skippers trained that weed hatch only to be opened with engine off, key removed and all electrics switched off. Seal to be checked afterwards every time.* - crew trained to take extra care when lifting ramp and engaging turnbuckles * Crew are trained in safe rope handling
<b>Entrapment/Crushing</b> Body parts trapped in lift when in use including head injury Body parts under lift when lowering	Crew and Passengers	Lift only to be operated by a crew member observing the passenger and taking care themselves */** Trustees provide hazard tape/paint on floor around lift base and on lift door frame and lift edges Crew training*
<b>Manual Handling</b> Opening/closing bridges and lock gates Opening and closing paddles (especially guillotine paddles)  Recovering MOB from water	Crew	Crew briefing and training* to include: - crew trained in safe working practices and the need to exercise good judgement to stay safe - crew not to take any unnecessary risks - extra care to be taken when operating bridges or locks Where possible MOB to self-rescue using boarding ladder with support *
<b>Manual Handling</b> Any lifting	Crew and Carers	Crew are not to lift any passengers */** Carers to ensure they have the capacity to lift passengers when transferring to/from the boat and following a fall ** Crew to share any other lifting ensuring backs are straight and load not too high *
<b>Drowning</b> Falling from boat Slipping from bank Rails not continuous on stern  Boat sinks: - snagging in lock – overhang or cill - overcrowding - hull holed - weed hatch not fitted/insecure/not sealed  Man Overboard (MOB)	Passengers, carers and crew	Lifejackets worn by all Skippers and Crew members from 1/1/25* Skipper to Crew briefing* to include: - crew trained in safe working practices and the need to exercise good judgement to stay safe - crew not to take any unnecessary risks  Crew Trained in lock use and briefed before entry Skipper to ensure 12 passengers only, including carers */** Crew Training to avoid collisions/rocks etc Skipper Training on fitting weed hatch and checking for leaks every time refitted*  MOB procedure trained including recovery of unconscious casualty At least one First Aider on crew of every trip The boat carries a boarding ladder
<b>Fire</b> Cooker Microwave	Passengers, carers and crew	Cooker and Microwave only to be used by carers and passengers who are competent to use them. No metal items in microwave. Cookers and microwaves not to allow food to burn, care with inflammable items near cooker. Crew trained to watch out for fire risk by cooker. No shallow or deep frying allowed. */** No Smoking or vaping is allowed inside the boat or on the decks. */**

Dropped or discarded cigarette or match Gas/Gas bottles  Engine compartment Electrical		Bowman to turn off gas at bottles as a priority in any emergency *  Training in Fire Procedures*
<b>Burns/Scalds</b> Cooker, Microwave and Kettle  Chemicals Rope burns Moving hot food/water		Cooker, microwave and kettle to be used under carer's direct supervision ** All chemicals to be kept in proprietary packaging away from food preparation areas and listed in a COSHH register* No other chemicals to be brought on board*  Crew trained in safe rope handling* Carers to directly supervise the moving of hot drinks/hot food/hot water **
<b>Weather</b> Too hot  Too cold  Too windy  Icy	Crew, carers and passengers	In hot weather carer to ensure that passengers are suitably protected by suncream, long sleeves and sunhats etc and that fluid intake is maintained**  In cold weather carer to ensure that passengers wear suitable clothing for transfer from transport to boat having regard for the anticipated conditions. Spare blankets are on board to supplement the boat heating system** First Aider to make regular checks on condition of any persons that have been immersed in water and recommended to seek professional medical advice*  Skipper to monitor wind speed and make a decision on whether to cancel or curtail a trip based upon the experience of the crew and the forecast/actual weather*  In Icy weather Skipper to monitor conditions ashore and afloat (especially the hospital ramp) and make a decision on whether to cancel or curtail a trip based upon the experience of the crew and the forecast/actual weather*
<b>First Aid/Illness</b> Medical conditions – passengers  Medical conditions – crew Head injury – low hatch at steps Head injury – low ceiling below decks Loss of glasses - contact with overhanging branches Head injury - contact with overhanging branches Head injury - going under bridges	Crew, Carers and Passengers	First Aider on crew of every trip * Medical conditions of passengers and DNR instructions held by carers/responsible persons** Carers are First Aid trained and able to administer drugs Medical conditions of crew to be checked at crew briefing* Skipper to Passenger briefing */** to include: - Low hatch at steps and low ceiling below decks - Low headroom under bridges and overhanging branches – passengers to remain inside rails and below the roofline at all times Trustees to provide hazard tape around hatch. Skipper to ensure Bowman in place whenever boat is moving. *

Weil's Disease		Crew to wash hands after handling ropes/canal water and always before eating *
<b>Evacuation</b> Passengers may be infirm and have restricted mobility Wheelchair users and others may have to use lift Time taken to transfer passengers to wheelchairs Time taken to evacuate and get 200m from the boat	Passengers, carers and crew	Helm to move boat to towpath urgently in any emergency situation Crew must deal with the emergency and prepare pins/hammers for mooring Carers and Passengers must follow the instructions of Skipper and Crew promptly */** Number of wheelchair users including poor walkers who need a wheelchair to access the boat are restricted to four and each must have his/her own wheelchair on board ** Evacuation led by Skipper assisted by crew* <ul style="list-style-type: none"> <li>- to front deck to commence as soon as possible after emergency declared</li> <li>- to shore to commence as soon as possible after mooring up</li> <li>- In case of fire, movement 200m away from boat to commence asap</li> <li>- In cold weather Crew to issue space blankets to passengers as well as ordinary blankets as they leave the boat</li> </ul>
<b>Boat Systems/Grounding</b> Engine failure Electrical system failure Electrocution  Floating debris Grounding including submerged objects	Passengers, carers and crew	The risk of engine failure/electrical system failure/electrocution are minimised by: - regular servicing, PAT Testing and Boat Safety Certificate testing arranged by trustees - daily checks by Skipper* - crew training to ensure boat systems are used properly  Bowman trained to minimise risk of collisions, floating debris and submerged objects/shallow water
<b>Personal Security</b> Unlocking/locking boat Persons intending to cause harm to the boat on bridges Aggression from other canal/towpath users	Passengers, carers and crew	Bowman trained to be aware of danger from persons intending to cause harm to the boat on bridges – Skipper to consider action to take * Helm and crew trained to be as polite as possible to other water users to minimise risk of aggression from other canal/towpath users
<b>Locks</b> Several risks have been identified in relation to locks	Passengers, carers and crew	A separate briefing note has been prepared to ensure that crew are aware of these risks and use safe working practices. Skippers will provide a summary briefing and crews will be asked to familiarise themselves with the briefing note before reaching the locks. Copies are provided to all Skippers and Crew.
<b>Passenger Lift</b> Several risks have been identified in relation to the passenger lift	Passengers, carers and crew	A separate briefing has been prepared to ensure that crew are aware of these risks and use safe working practices. Copies are provided to all Skippers and Crew and refresher training takes place annually.

