

Activity Description & Location

Canoeing

USE RATING: B



- Use: A Must be operated by Baptist Camping Victoria qualified staff  
 B In house training at Baptist Camping Victoria required before using this equipment  
 C Safe operating procedures must be read and adhered to by all users of this equipment  
 D Does not apply

Risk	Risk Factor	Likelihood	Consequences	Initial Level of Risk	Description of risk	Risk management strategy	Revised level of risk
Submerged objects	Canoes hitting submerged objects, participants hitting submerged objects	Possible	Minor	LOW	1.Canoes hitting submerged objects such as logs, rocks, tyres, branches and capsizing causing injury	1.Activity leaders should inform participants at beginning of session about risks of hitting submerged objects 2.Participants must have closed toe shoes to protect their feet from submerged objects in the water	LOW
Carrying equipment	Participants or activity leaders manual handling	Possible	Moderate	MEDIUM	1.Participants or activity leaders may hurt their backs whilst entering/exiting canoes 2.Participants or activity leaders may hurt themselves moving canoes on the river bank	1.Activity leaders must ensure they instruct participants on safe ways to enter/exit canoes and offer assistance if required 2.Participants and activity leaders should work in groups of 2 or more to move canoes to prevent injury to themselves or others following correct lifting technique	LOW
Fallen powerlines in river	Electrocution	Rare	Catastrophic	LOW	1.Fallen powerlines in river would cause electrocution to participants if they go in the water or come into contact with it	1.Do not paddle if powerlines in water are present. 2.Activity leader should check river prior to conducting session	LOW
Exposure to elements	Exposure to heat, rain, cold, storms	Possible	Moderate	MEDIUM	1.Participants may suffer heatstroke or sunstroke in extreme heat, especially children or elderly 2.Risk of electrocution in storms 3.Risk of hypothermia in cold conditions 4.Risk of slipping in wet conditions	1.Wear sun protection in hot weather 2.Do not run activity in temperatures above 34°C 3.Do not conduct activity in storms to minimise risk of electrocution 4.Participants should wear clothing appropriate to conditions 5.Do not conduct activity if deemed unsafe due to weather conditions	LOW
Capsize	Drowning or physical injury	Possible	Catastrophic	HIGH	1.Participants may get stuck under capsized canoe 2.Risk of drowning if capsized	1.Participants should be instructed to not capsize 2.Correct capsize technique should be taught 3.All participants must wear correctly fitting PFD 4.Ratio of 1:8 must be adhered to at all times with activity leader keeping within close proximity to all canoes at all times 5.Recommend not running activity in average winds stronger than 26 knots (48km/h), dependant on assessed group abilities	MEDIUM
Water consumption	Drowning or sickness from water quality	Possible	Moderate	MEDIUM	1.Poor water quality in the river may cause illness to participants if consumed 2.Any water consumption may lead to drowning, secondary drowning or dry drowning	1.Activity leader/program co-ordinator should be aware at all times of water quality and not run activity if water is unsafe 2.Participants must be wearing correctly fitting PFD at all times 3.Participants who are unable to swim should be placed in a canoe with a leader or adult to ensure safety	LOW

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Water quality	Illness from water consumption in poor quality water or infection from open wounds	Unlikely	Moderate	LOW	1.Contaminated water may cause illness or death if consumed 2.Contaminated water may cause infection in open wounds	1.Do not paddle in contaminated water sources 2.Ensure participants with open wounds have them covered prior to commencing activity	LOW
Paddles	Misuse of paddles/other equipment	Possible	Moderate	MEDIUM	1.Participants may hit themselves or others with paddle or T grip of paddle 2.Broken paddles may cause injury to participants	1.Reduction by instruction for correct use of canoe paddle 2.Do not use broken or damaged paddles during canoeing	LOW
Lost participants	Canoes floating down stream rapidly	Rare	Major	LOW	1.Participants may become lost or separated from the group	1.Evaluate skills of participants prior to commencing activity, do not run activity if group skills are not adequate 2.Monitor weather conditions prior to session commencement and during session to minimise risks 3.Maintain 1:8 ratio at all times whilst on the water 4.Appropriate contact between front and back of group should be maintained at all times	LOW