

Risk Assessment – Hare & Hounds Time Trial.

Doc No: SOUCC-H&S-RA009

Date:	4.6.25	Doc No	SOUCC-H&S-RA009
--------------	--------	---------------	-----------------

Assessors Name:	Russell Meyer	Review Date:	June 2026
------------------------	---------------	---------------------	-----------

Description of assessment	<p>Club Risk Assessment for Hare & Hounds Time Trial</p> <p>The Hare and Hounds is a series of 5 races held monthly over the Winter, being run by Southampton Canoe Club. It is based on a time trial format. Everybody is welcome to take part in any type of kayak or Surfski.</p> <p>The slowest paddlers start first, and then each individual's time is taken into account and set off accordingly with the aim of everybody finishing at the same time. This makes for a very exciting event, in which no one is left behind on the water.</p> <p>There are two distances from which to choose: 2 miles (1 long lap) and 5 miles (2 long laps and 1 short lap)</p>
----------------------------------	--

Location Details	<p>Woodmill to Cobden bridge. (PUK Definition = Sheltered Water) Tidal section of river flow is also affected by the river Itchen above Woodmill. This is a sheltered river and most sections have reasonable access to the bank. Area is used by Rowers & their support ribs but there is no significant presence of other powered leisure boats. The event is held around high water in winter months.</p> <p>The event will not be held in Wind strength that exceeds force 3 or if tidal flow exceeds 0.5 knots.</p>
-------------------------	---

Key Personnel	<p>Event Organiser. Min qualifications - Experienced BCU level 2 coach, BC (UKCC) level 1 coach, BC Paddlesport instructor. BCAB Racing coach (Sheltered Water)</p> <p>Safety Boats - BCU level 2 coach, BC (UKCC) level 1 coach, BC Paddlesport instructor. BCAB Racing coach (Sheltered Water) with current FA and safeguarding.</p> <p>Starter /Finisher – No formal qualifications required.</p> <p>First Aider – 2 Day FA award. This can be covered by an event organizer or safety boat.</p>
----------------------	---

Organiser can also be a safety boat.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Poor organisation ie Uncontrolled paddlers on the water, leading to lone and unsupported paddling.	All paddlers	<p>Briefings to take place on land before getting onto the water. Paddlers</p> <p>Briefing will include.</p> <ul style="list-style-type: none"> • Course description. • Start Order. • Strong reminder that it is <u>mandatory</u> for any competitor to render assistance to any other competitor that needs it. • Requirement to keep right of other competitors or boats heading towards them. <p>Start list to be compiled prior to start.</p> <p>Competitors check off and on the water by the starter/ finisher.</p> <p>Paddlers to start slowest first so that the faster and typically more able paddlers can maintain a overview of the less competent paddlers throughout the event.</p>				

<p>Drowning or capsizing</p> <p>Drowning by Immersion in water and ingestion of water</p>	<p>Paddlers</p>	<p>Event organiser to be to hold appropriate updated Coaching Award. (so they are competent to make decisions regarding people ability and conditions)</p> <p>New paddlers to have complete an introductory / taster course run by the club.</p> <p>Individuals coaches to satisfy themselves that any experienced new paddlers have sufficient competence to join in the time trial.</p> <p>Boats must have sufficient buoyancy to keep them afloat and support the paddler in the event of a capsize.</p> <p>If any paddler spots an individual in trouble, they must render every assistance they can without putting themselves in danger.</p> <p>Personal buoyancy aids are mandatory for all paddlers</p> <p>All members intending to go on the water should be able to swim 50 meters in canoeing clothing (including buoyancy aid).</p> <p>Inexperienced juniors. Typically, in lightning K1s. should only attempt the short course. The lightnings must be accompanied by a safety sweep boat who will shadow the lightnings around the course maintaining visual contact with all lightning paddlers. More than one lightning safety boat may be required if there are high entries.</p>	<p>BA to be regularly checked.</p> <p>Thorough annual inspection of BA's during club maintenance day. Replace as required.</p> <p>Coaches & paddlers ensure BA's fit paddlers correctly.</p> <p>Event organiser to compete a dynamic RA on the day to determine the number of lightning safety boats required.</p>	<p>Event organiser, Coaches, & Paddlers</p>	<p>Visual check of BA for suitability and fit every use.</p> <p>Thorough annual inspection of BA's during club maintenance day. Replace as required</p>	
---	-----------------	--	--	---	---	--

		<p>Safety boat. Typically, at least one safety boats is required.</p> <p>NB Normally there are several coaches and competent paddlers taking part who will also have over watch of the event.</p>	<p>Event organiser to compete a dynamic RA on the day to determine the number of safety boats required. This will be determined by the conditions and ability and number of those taking part.</p>	Event organiser	Every H&H	
Medical emergencies (e.g., heart attack, injury)	All persons	<p>Event organiser and safety boats to be qualified first aiders. A FA kit is located at Woodmill lodge.</p> <p>Event organiser and First aiders to have an emergency contact list for all competitors. Be aware of any individual that have relevant allergies and asthma.</p> <p>Safety boat to carry mobile phone. ICE info and FA kit.</p>				
Fatigue or exhaustion	Paddlers	<p>Encourage self-pacing. Paddlers checked on and off water.</p> <p>Coaches to discuss if paddlers in their group have the competence to enter the event.</p>	<p>Safety boat, coaches and experienced paddlers on the water maintain an overwatch of all competitors.</p>	Safety boat, coaches and experienced paddlers	Every H&H	
Other river users	Paddlers	<p>The stretch of river is regularly used by rowers from the university rowing club. Contact should be made with SURC to advise the of the event a week prior and ask if they could use another stretch of water during the H&H event.</p>	<p>Advise Uni rowing club of event.</p>	Event Organiser.	Every H&H	
Adverse weather that could lead to	Paddlers	<p>Event to be led by Coaches or leaders who hold appropriate updated BC Coaching Award.</p>	<p>Event organiser to monitor weather forecast prior to Event.</p>	Coaches, & Paddlers	Every H&H	

cold and or hypothermia.		<p>Appropriate clothing and equipment are to be always worn both on and off the water.</p> <p>Volunteers and members aware of signs and symptoms of hypothermia.</p> <p>When athletes start showing signs of being cold, they will be taken off the water to shelter away from the elements.</p> <p>Safety blanket / Foil sheets should be carried by First aiders to provide recovery from cold.</p>	<p>Event organiser may cancel the event or enforce the use of spray decks, cags, and hats in cold conditions.</p> <p>Dynamic RA's during session. Safety boat, Coaches and paddlers monitor themselves and others for signs of cold and hyperthermia.</p>			
Adverse weather that could lead to dangerous paddling conditions. Eg strong wind lightning.	Paddlers	<p>The event will not be held in Wind strength that exceeds force 3 or if tidal flow exceeds 0.5 knots.</p> <p>Event will not be held if there is a risk of lightning.</p>	<p>Event organiser to monitor weather forecast prior to H&H event.</p> <p>Paddlers to use spray decks if waves expected.</p> <p>Event may be cancelled due to adverse weather issues.</p> <p>Dynamic RA's during session. Coaches and rescue boat paddlers monitor conditions and take advance action if conditions are worsening more than expected. ie - abandon session.</p>	Coaches and paddlers.	During H&H	
Boats becoming swamped due to waves. May result in capsize.	Paddlers	<p>Paddlers alter course to head directly into waves. Paddlers to wear spray decks if it is apparent that there a significant number of river users or weather / tide are creating large waves.</p> <p>Paddlers to choose a boat suitable for their ability in the current conditions.</p>	<p>Dynamic RA - Event organiser may need adjust or abandon event if conditions do not permit a safe paddling.</p>	Event organiser, Coaches and paddlers.	Each H&H Event.	

Entrapments & Entanglements	Paddlers	<p>Coach to be satisfied that paddlers can get into and out of the craft safely.</p> <p>Coach to be satisfied that all paddlers can get out of their craft efficiently and safely in the event of a capsize.</p> <p>Suitable leg and footwear without loose laces or straps that may get entangled in seats, footrests etc to be used.</p> <p>Any straps to be securely tucked away.</p> <p>Leashes for watches mounted on the deck should not be able to tangle around legs.</p> <p>Leashes for first aid kits, buoyancy, phones inside boats should not be able to entangle paddlers legs.</p>				
Slips, Trips and Falls	<p>Members</p> <p>Non-member participants</p> <p>Volunteers</p> <p>Spectators</p>	<p>Non-slip floors in changing rooms. Mop any puddles form floor. Leave changing rooms clean and tidy after use.</p> <p>SOU CC to clean pontoon as required. All boats and paddles to be taken clear of river access and egress points as soon as practical.</p> <p>Novice and newer paddlers are recommended to wear suitable nonslip footwear at all times.</p> <p>Competent paddlers recommended to keep footwear in their boats in case of capsize and need to walk out.</p> <p>Suitable footwear to be worn for all portage training. This should be able to resist sharp objects.</p>	<p>Easy access to Personal First Aid Equipment.</p> <p>Pontoons, slipways and Launch points to be cleaned as required.</p>	<p>All participants</p> <p>Parents</p> <p>Volunteers</p>	Each Session	

		<p>Store kayaks, paddles and other equipment safely away from pedestrian routes.</p> <p>Suitable footwear to be worn when moving around the activity site.</p>				
Manual Handling of paddling related equipment	<p>Members</p> <p>Non-member participants</p> <p>Volunteers</p>	<p>Correct lifting, emptying techniques to be always used. Coaches to instructed on the best way to lift and carry boats at taster, try-out sessions or induction.</p> <p>Members briefed to consider asking for help.</p> <p>Where suitable nonslip footwear.</p> <p>Heavier boats to be lifted in pairs.</p> <p>Adults to assist weaker paddlers when carrying boats.</p> <p>Members instructed on how to empty the boats and rescue them safely.</p> <p>Adults to supervise and assist juniors and new members when racking boats in storage containers.</p>	<p>Kayak trollies provided for use where needed.</p> <p>Keep pontoons clean so they do not become slippery.</p> <p>Ongoing manual handling training.</p> <p>Lookout for people who maybe struggling and help.</p>	Coaches, paddlers, parents & volunteers.	Each Session	
On Water Collisions. Collision with other river users, fixed and floating objects. May cause damage to boats and or capsize.	<p>Members</p> <p>Non-member participants</p>	<p>Understand and follow the navigation rules of the river. Paddlers to use right-hand side of the river unless they have good clear view of the river ahead and it is safe to use other parts of the river.</p> <p>Pass to the right of other competitors and boats on the river.</p> <p>Buoys marking course to be positioned on the "S" bends down river from the</p>	<p>Coaches and all paddlers to maintain all round observation during the session.</p> <p>Watch out for floating or partly submerged debris. Warn others in your vicinity if you see any objects that paddlers may collide with.</p> <p>Dynamic Risk Assessment Safety boat, Coaches and paddlers to monitor other river</p>	Coaches and paddlers.	Each Session	

		<p>university boat steps to prevent head on collisions with other competitors.</p> <p>Be particularly mindful of rowers as their forward visibility is limited.</p> <p>Course to be inspected prior to the event to check for objects in the water that may be a hazard. This is typically done in the first session prior to the H&H race.</p> <p>In the event of a capsize paddlers and rescuers to follow capsize drill. Do not hesitate to leave a boat whilst paddler is taken to safety if there is any risk of collision.</p>	<p>users. Make decisions to move the session to abandon the event if other river users significantly increase risk of collisions.</p>			
Allergies and asthma.	<p>Members</p> <p>Non-member participants</p> <p>Volunteers</p>	<p>All allergies and asthma are to be declared on the club joining form. People should make the coach and peer group aware of their condition and any medication that they have.</p> <p>Medication including inhalers and adrenaline auto-injector pens should be carried by the paddler. Coaches to be FA trained and should familiarise themselves with any medicine and how and when it is to be administered. Coaches should not administer auto-injector adrenalin unless trained to do so. Paddlers will normally administer their own medication if needed.</p> <p>Avoid contact with allergens.</p>	<p>Consider auto-injector training for any coaches with people in their group that carry adrenaline pens.</p> <p>Coaches to be able to access emergency contact information for all member of their group.</p> <p>If anyone is having an anaphylactic reaction Call 999 / 112 immediately.</p> <p>Always call 999/112 after the administration of adrenaline even if the person appears well.</p>	Coaches, paddlers, parents, volunteers.	Each Session	

Water borne illness. – weill's disease / leptospirosis. Gastro-intestinal illness.	Members Non-member participants Volunteers	Shower after paddling. Avoid swimming adjacent to sewage outlets or known suspected discharges. Take particular care after heavy rainfall. Avoid paddling with open wounds. Wash hands prior to consuming food. Wash kit after use. Avoid swallowing water. Cover cuts, grazes broken skin with water proof dressing.	Be aware of leptospirosis / weil's disease symptoms. These include high temperature, headache, body aches and pain, tummy ache, feeling sick or being sick, diarrhoea, redness in the white part of your eyes, yellowing of the skin. Inform your doctor that you have undertaken outdoor water activities. Request a check for leptospirosis.	Coaches, paddlers, parents & volunteers.	As required.	
Canoe/Kayak failure	Members Non-member participants Volunteers	Paddlers to check all equipment for safety prior to going on the water. Particularly any hull damage, sufficient buoyancy and any steering mechanism. Any safety item showing wear or damage to be assessed for use by a coach.	Any defects in club boats and equipment to be reported to the quartermaster. Annual thorough check of all club boats and equipment during the club maintenance day. Coach's / quartermaster to quarantine any damaged equipment so it's not used.	All participants	Each Session	
Foot Injury. Debris underwater including glass, sharp objects etc..	Members Non-member participants Volunteers.	When portaging appropriate footwear to be worn. Where possible launch and egress from inspected areas. Avoid putting feet down after capsizing.	First Aid kits to be carried by coaches.	Coaches and paddlers.	Each Session	
Crossing Woodmill lane with and	Members	Use "green cross code" when crossing road.	Land based volunteers and parents to assist with lightnings	Coaches, parents, volunteers, paddlers.	Each Session	

without boats. Pedestrians in car parks. Risk to traffic accident.	Non-member participants Volunteers	<p>Pedestrians to congregate away from car park areas where vehicles move.</p> <p>Warning to all paddlers to be cautious of moving vehicles. Adults to supervise juniors when moving boats.</p> <p>Lightning group members must always be supervised by adults when crossing road and in car parks.</p>	paddlers crossing roads and through car parks.			
Woodmill Sluice Gates open causing very strong water jet and current.	Paddlers	<p>Often and particularly after heavy rain the sluice gates are open to allow fresh water out of the river upstream of Woodmill. This emits a large strong jet of water from the sluice gate into the pool by the Woodmill beach.</p> <p>Whilst the sluice gates are open paddlers should not use the beach to access to the river. Paddlers should access and egress the river from the pontoon and head away from the sluice gate down river.</p>	When sluice gates are open there may be strong currents around the pontoon. Stronger / more confident paddlers assist others getting in and out of boats.			
Wildlife on the river. (Swans and Seals).	Paddlers	<p>Paddlers should go around swans. Avoid paddling within a group of swans. Never go between an adult swan and its young.</p> <p>Seals are seen on all stretches of tidal river. They generally are not interested in paddlers, but they should not be deliberately approached.</p>	Pass on any meeting with particularly aggressive swans to other club members.	Paddlers, coaches.	Every Session.	

Office use only (to be completed by a risk assessment checker if selected for sampling)

Checked by:		Position:		Date:	
--------------------	--	------------------	--	--------------	--

Notes: