

Coalhouse Fort Radio Yacht Club

Risk Assessment (Club Racing and Open Events)

Rev 00 – 23.07.2026



Revision History

Rev	Author	Date	Checked/Approved	Date
00	Phillip Hadaway (DF65 Class Captain 2026)	22/07/2026	Committee Vote	27/07/2026

Description: This risk assessment covers normal club sailing activities and open events at Coalhouse Fort, Princess Margaret Road, East Tilbury, Essex, RM18 8PB. This risk assessment shall be communicated with all current club members every time it is updated or reviewed.

No	Element/Activity	Hazard (Persons at Risk)	Prob- abilit y	Severity	Risk Rating	Measures taken to eliminate or reduce the risk.	Final Risk Rating	Responsible Party	Further Actions/Residu al Risk
1	Participant Illness	Serious Illness Heart Attack Hypothermia Heat exhaustion/stroke (Participating skippers, visitors/guests, public, rescue boat crew, race team)	L	H	2	Nominated Responsible Person [RP] (Normally Class Captain or committee member organising the event) to call for an Ambulance without delay. Committee to encourage member to carry "In case of emergency" (ICE) details within their toolboxes. – Details also held by the club committee. Members ICE details are collected annually during membership renewals. ICE contact details for all open event participants to be held by the race team, within the safety bag.	1	Assigned Responsible person Race management team Committee members Participating Skippers	A Defibrillator is available outside the ranger's office and outside the Ship Public House in the Village. If required a nominated club member to meet the ambulance in the fort's car park.
2	Fatigue	Slips, Trips and Falls Falls from Height (Participating skippers, visitors/guests, rescue boat crew, race team)	M	H	3	Nominated Responsible Person [RP] (Normally Class Captain or committee member organising the event) to ensure the events are run at a suitable pace with an appropriate quantity of breaks. Ensure the race team has sufficient resources available for the event type. The event shall be altered or adjusted as required within extreme weather events to ensure everybody's safety. Skippers are encouraged to inform the race team if they are struggling or require additional breaks etc.	2	Assigned Responsible person Race management team Participating Skippers	Race Officers Briefing. Ongoing assessment throughout the event.

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3	Bankside walking	Slips Trips and Falls (Participating skippers, visitors/guests, public, rescue boat crew, race team)	H	M	3	Nominated Responsible Person [RP] (Normally Class Captain or committee member organising the event) to check the bankside before sailing commences and remove any trip hazards. Race officers briefing at all open events are to cover the uneven nature of the bankside and recommend skippers walk closer to the path than the bank edge. Skippers to also be reminded that this is a public park, with members of the public often using the bank, with their own trip hazards. Responsible person to modify the control area as required to reduce the risks. Club members to be regularly reminded about the condition of the bankside before each club sailing session. Additionally, any recovery poles to be stored parallel with and alongside the bank edge.	2	Assigned Responsible person Race management team Participating Skippers	Race Officers Briefing RP Continually re-assess the control area
4	Storage of Trolleys, Chairs, Yacht bags, toolkits, sails etc.	Slips Trips and Falls (Participating skippers, visitors/guests, public, race team)	M	M	2	Prior to any Sailing event the nominated responsible person [RP] (Normally Class Captain or committee member organising the event) shall select a location for the participating skippers to use as a base. This will normally be on the fort side of the path. All skippers to be reminded to keep their personal belongings together and weighted down if windy. Skippers are responsible for their own belongings/kit.	1	Assigned Responsible person Participating Skippers/members	Race Officers Briefing
		Environmental Impact (Participating skippers, visitors/guests, rescue boat crew, race team)	L	L	1	All participating skippers, particularly Visitors, Guests and open meeting participants to be reminded to securely store any rubbish for disposal offsite as there are no rubbish bins available.	1	Assigned Responsible person Participating Skippers/members	Race Officers Briefing

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5	Launching and recovery of boats	Falls from Height (Participating skippers, visitors/guests, rescue boat crew)	M	M	2	Prior to any Sailing event the nominated responsible person [RP] (Normally Class Captain or committee member organising the event) shall select a location for the participating skippers to use for launching and recovery. The designated launch and recovery area shall be kept clear of obstructions and moved as necessary if occupied by members of the public during the day. Sails to be sheeted out during launch or recovery. Only physically fit people are permitted to launch and recover boats. If the water level is low launch and recovery can be via the rescue boat operator. Recovery poles can be used with care if the water level is low, but these are to be stored parallel with and alongside the bank edge. Club members shall be reminded that it is not permitted to stand or lean on the wooden retaining wall while launching or recovery boats. The committee shall consider the cancellation of sailing activities if the water level is above the top of the wooden retaining wall.	2	Assigned Responsible person Designated Launch and recovery personal Participating Skippers/members	Race Officers Briefing Launch and recovery areas to be continually review throughout the day by the RP.
6	Rescue of Stranded Boats from bankside	Falls from height Slips trips and falls (Participating Skippers, visitors/guests)	M	H	2	If the rescue boat is available this is the preferred method of recovery for stranded boats, see no. 7 below. Recovery poles can be used with care if the water level is low, but these are to be stored parallel with and alongside the bank edge. Sails to be sheeted out during recovery. Only physically fit people are permitted recover stranded boats, particularly if stranded on the far shore. When recovering from the far shore, recovery poles shall be used. Club members shall be reminded that it is not permitted to stand or lean on the wooden retaining wall while launching or recovery boats.	1	Designated Launch and recovery personal Participating Skippers/members	Race Officers Briefing

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7	Rescue Boat Activities	Falling from Height Immersion in Cold Water Drowning Manual handling (Rescue boat crew, race team)	M	H	3	When in use the nominated responsible person [RP] (Normally Class Captain or committee member organising the event) shall designate who will act as the rescue boat crew. Only club members who have been deemed competent by the committee, shall operate the rescue boat. It is mandatory to wear a buoyancy aid or life jacket while afloat in the rescue boat. The rescue boat MUST only be used with a minimum 2 club members present. One member must be shore based as an observer. They must always be present while the boat is afloat. The rescue boat shall be launched and recovered from a vehicle or trailer to the water with a minimum of 2 people. The limitation on the usage of the rescue boat shall be communicated to all skippers at the event where it will be used. The condition of the rescue boat, battery and electric outboard shall be assessed every time it is launched and periodically throughout the day it is being used. The rescue boat must not be used if the committee, RP, rescue boat crew or race officer deem the conditions/weather unsafe. Combustion engines shall not be used.	2	Assigned Responsible person Designated rescue boat crew Participating Skippers/members Committee members	Race Officers Briefing Ongoing assessment throughout the event

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8	Rescue Boat Vehicle Movement	Pedestrian or animal struck by a vehicle Manual handling (Participating skippers, visitors/guests, public, rescue boat crew, race team)	L	H	2	Where possible the Rescue boat shall be brought to the lake side to avoid unnecessary manual handling. The nominated responsible person [RP] (Normally Class Captain or committee member organising the event) shall arrange the vehicle access to the lake. This is via prior arrangement and agreement with the park ranger. Access is also subject to the ground condition. Speed shall be kept below 5mph. Hazard lights shall be used while moving vehicles Driver shall be made aware that pedestrians and animals have priority. No liability rests with the club for the driver's actions while on the park.	1	Assigned Responsible person Vehicle Driver	An observer shall be used if the park is busy.
9	Car Parking	Pedestrian or animal struck by a vehicle (Participating skippers, visitors/guests, public, rescue boat crew, race team)	M	M	2	Site Speed limit 5mph. All club member to park in recognised parking positions. Skippers to be reminded to take care when walking about the car park areas.	2	All Parties Vehicle Driver	Notes about parking to be considered on Notice to Race forms for any open events
10	Blue Green Algae & Weil's Disease	Illness Delayed illness (Participating skippers, visitors/guests, rescue boat crew, race team)	M	H	3	The nominated responsible person [RP] (Normally Class Captain or committee member organising the event) shall have a quick review of the lake prior to commencement of sailing. Any suspected Blue Green Algae shall be reported to the park ranger for further investigation. Members are to be reminded to wash hands before eating, drinking, smoking and at the end of the event as a precaution. Members are to be encouraged to cover any cuts and scrapes with waterproof plasters before sailing at the lake. Members are requested to inform the club if they develop flue like symptoms or have been diagnosed with Weil's Disease after visiting the lake.	2	Assigned Responsible person Participating skippers Race team Committee members Rescue boat crew	Race Officers Briefing Ongoing assessment throughout the event

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Risk Matrix and Abbreviations

		Probability		
		H	M	L
Severity	H	3	3	2
	M	3	2	1
	L	2	1	1

<u>Probability</u> H – Certain or near certain M – Reasonably likely L – Very seldom or never	<u>Severity</u> H – Fatality, major injury causing long term disability M – Injury or illness causing short term disability L – Other injury or illness	<u>Risk Rating</u> 3 – High risk – Action required 2 – Medium risk – Action required unless good reason 1 – Low risk – No action required.
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