



# baltic wharf sailing club

sail in Bristol harbour

RISK ASSESSMENT No: 004 July 2024

Activity: Club Room

All Baltic Wharf Sailing Club races that take place in Bristol Floating Harbour are under the overall safety control of the Harbourmaster (employed by Bristol City Council). It is not possible to test for leptospirosis (Weil disease). The risk of contracting this disease is very low.

**The club Room is part of the Underfall Yard complex**

**Key:** R: Scale of risk after mitigation/ control (r – m/c) r: Scale of Risk (L x C)

L: Likelihood of Hazard occurring		Scale	C: Consequence should the Hazard happen		Scale of Risk	Description	Action
Frequent	Likely to occur many times	5	Catastrophic	National impact / Loss of life Lose of Equipment	13 – 25	Unacceptable risk	Very high risk (19-25): Must be eliminated or moved to a lower level.
Probable	Likely to occur several times	4	Critical	Major accident / injury Damage to Equipment insurance claim			Significant risk (13-18): Approval must be sought before continuing
Occasional	Some times	3	Serious	Serious incident. Lost time injury Damage to Equipment	8 – 12	Undesirable risk	Must be avoided if reasonably practical. Seek approval to continue
Remote	Unlikely but possible	2	Marginal	First aid accident / minor damage to dinghy	3 – 7	Acceptable risk	Can be accepted, provided that the risk is managed
Improbable	Very unlikely / Assume never	1	Negligible	Very Minor. Little consequence	1 - 2	Negligible risk	No further consideration needed

Activity	Hazard	Whom Affected	L	C	r	R	Mitigation / Control	Responsible	
<p><b>Note: The outer green door is an emergency exit and must not be obstructed at any time.</b>  <b>The Committee may implement disciplinary action for, obstructing the opening of the club room doors</b></p>									
Entry and existing the club room	Collisions with 1. Pedestrians. 2. Cars 3. Cyclist 4. Lock in	a. Club members	a1	2	4	8	7	The roadway and car park adjacent to the club room is part of a one way system entered from the Underfall yard and should be treated as a normal adopted highway. Speed limit for this road is 5mph. (-1)	Club Membership
		b. Public	b1	2	3	6	6		
			a2	2	4	8	7	The area is popular with pedestrians and	

Activity	Hazard	Whom Affected	L	C	r	R	Mitigation / Control	Responsible	
existing the club room			b2	2	4	8	7	cyclist.	Club Membership
			a3	2	4	8	7	Orange reflexive markers are fitted to the inside of the outer green door highlighting its visibility when open. Red reflective markers are fitted on the outside of the green door.	
			b3	2	4	8	7		
			a4	1	2	2	2	The outer green door opens outwards.	
			b4	1	2	2	2	Signage on the outside of door states that it is an emergency exit and must be kept clear at all times. The outer green door has a combination lock fitted to this door, with a thumb turn latch fitted on the inside of the door.	
			a4	2	3	6	6	The Club door is fitted with a push button combination lock from outside and a thumb turn latch on the inside.	
a4	2	3	6	6	It is the responsibility of all members present to ensure all persons have vacated the club room before securing it closed.				
<b>Note: “NO” dock water should be brought into the club room however contaminated clothing and equipment should be washed of using the outside tap in front of the club room.</b>									
Working in club room	Waterborne disease and infection 1. Leptospirosis(Weil’s) 2. Gastric infections, 3. Blood diseases. 4. Infection of open wounds. 5. Poisoning	a. Sailors. Members and visitors b. Race control OOD’s	a1	2	4	8	7	All members of the BWSC are provided with on-line advice for water users and hygiene. (-1) All cuts and abrasions should be covered with waterproof dressing; if possible persons should not take to the water.	Club Membership
			b1	2	4	8	7		
			a2	2	4	8	7		
			b2	2	3	6	4		
			a3	2	3	6	6		
			b3	2	3	6	6		
			a4	2	3	6	6		
			b4	2	3	6	6		
			a5	1	4	4	4		
b5	1	4	4	4					
Storage area	1. lifting and handling	a. Members	a1	3	2	6	6	Items of equipment are stored in the club	Club

Activity	Hazard	Whom Affected	L	C	r	R	Mitigation / Control	Responsible	
		b. Visitors	b1	3	2	6	6	<p>room.</p> <p>All large items of equipment shall be secured preventing their collapse or inadvertent movement. (-1)</p> <p>In the event that a large item of equipment requires moving additional assistance must be obtained. (-1)</p> <p>It is the responsibility of all members to remove rubbish and debris that may have been inadvertently left or deposited within the club room and dispose of the items via the appropriate waste disposal route.</p>	Membership
Moving race equipment	1. lifting and handling	a. Members b. Visitors	a1 b1	3 3	3 3	9 9	7 7	<p>Equipment required to be moved to the power boat or race control area should be done in multiple loads, persons should assess their capacity and the weight of the equipment before moving the equipment. (-2)</p> <p>If an item is deemed to large or heavy for one person to handle the person must ask for assistance from other members (-2)</p>	OOD
Electrical equipment	1. Microwave 2. Kettle. 3. Hotplate 4. Start box charger 5. Radio charger	a. Members b. Visitors	a1 b1 a2 b2 a3 a4 a5	2 2 2 2 2 2 2	2 2 3 3 3 2 2	4 4 6 6 6 4 4	<p>The electrical equipment within the club room is plugged into the buildings electrical system which has been fitted with industrial RCD protected sockets.</p> <p>All electrical equipment must be maintained in good order and switched off when not in use.</p> <p>The equipment should only be used by adults not under 18 years of age should use the equipment.</p> <p>There is a possibility of someone scolding them self with hot water but this is no greater than in a domestic setting.</p>	Club Membership	

Activity	Hazard	Whom Affected	L	C	r	R	Mitigation / Control	Responsible	
Fire	1. Equipment fire 2. Cooking	a. Members b. Visitors	a1 b1	2 2	4 4	8 8	7 7	<p>There are no naked flames within the club room.</p> <ul style="list-style-type: none"> <li>No gas supply within the club room (-1)</li> <li>There is a gas supply to the heating boiler in the washing machine room</li> <li>No storage of flammable liquids within the club room. (-1)</li> <li>Petrol for the safety boat is stored / kept within an approved lockable flammable liquid storage cabinet in the club compound.</li> </ul>	Club Membership
Fire			a2 b2	2 2	4 4	8 8	7 7	<p>In the event of a fire within the club room a fire extinguisher is situated on the wall outside the clubroom door in the entrance vestibule area, this should only be used if the fire can be contained, all other members must evacuate the club room and report the incident to HM staff in case further assistance is required.</p> <p>Cooking within the club room is small scale using the microwave, which should not be left unattended and is protected by the installed RCD system. (-1)</p> <p>The emergency exit is clearly marked by signage and over door lighting and must be kept clear at all times.</p>	Club Membership
Asphyxiation	1. Carbon monoxide	a. Members b. Visitors	a1 b1	2 2	5 5	10 10	8 8	<p>Entering the club room building there is a shared vestibule area with two doors one leading to the Club room and a second leading to washing machine room used by Harbour masters staff, within the washing machine room there is a balanced flu gas boiler, the machine room is ventilated via windows and grills that are open to the</p>	Club Membership

Activity	Hazard	Whom Affected	L	C	r	R	Mitigation / Control	Responsible
							atmosphere. (-2)  The vestibule area and club room is ventilated to the outside by 30 mm gaps under both doors. This is part of the original damp floor set up when the rooms were used as a washroom. (-1) Within the main club room there are 3 windows these are secured open at all times providing an air flow into the room. (-1)	
<p><b>Note:</b>  <b>The club room has only one point of entry and exit</b></p> <p><i>At the safety briefing the OOD1 must be made aware of all visiting sailors and minors. OOD1 must be introduced to the parent, guardian or person acting in loco parents of all minors.</i></p> <p><i>All minors must have a parent, guardian or someone in loco parentis sailing in the same boat with them or on the quayside in contact with the OOD"1" It is the responsibility of members to inform the OOD"1" that a minor is sailing with them, even if the child is their own.</i></p> <p><i>Safeguarding vulnerable adults, is covered by Baltic Wharf Sailing Club Adult safeguarding policy</i></p>								