

Droitwich Waterways (Pamela May) Trust Ltd.

November 2022

Risk Assessment

BOARDING AND DISEMBARKING

Degree of risk with controls in place

HAZARD	RISK	WHO IS AT RISK?	CONTROLS	SEVERITY	LIKELIHOOD	RISK RATING
				Fatal 5 Major injury 4 To doctor 3 Minor injury 2 No injury 1	Certain 5 Probable 4 Possible 3 Remote 2 Unlikely 1	
General boarding and disembarking	Falling between boat and bank whilst moored Falling onto, into or off the boat whilst moored	Crew, volunteers, contractors and passengers	1. Boat moored securely 2. Qualified crew assisting and instructing 3. Slip resistant surfaces on boat 4. Extra care to be taken when boat level does not match that of the mooring (e.g. in Vines Park)	5	1	5
Wheelchair bound passengers using lift	Bodily injury	Crew and passengers	1. Wheelchairs only loaded at Bridge 17 or adjacent to the Railway Inn on the Barge Canal 2. Crew to follow wheelchair loading and unloading procedures (see PM2 Operations' Folder in Dropbox) 3. Skipper to have overall control 4. Lift always operated by qualified crew member wearing appropriate footwear 5. Folding ramps to act as barriers at either end of lift 6. Handrail fitted at side of lift 7. Carers to act on instructions from Skipper 8. Safety features on lift 9. Lift regularly maintained in accordance with boat maintenance schedule 10. Lift inspected half yearly by qualified contractor in accordance with LOLER	4	1	4
Passengers with walking aids using lift	Bodily injury	Crew and passengers	1. Slip resistant surfaces on ramp and boat 2. No more than three persons on lift platform at a time 3. Skipper to have overall control 4. Lift always operated by qualified crew member wearing appropriate footwear 5. Folding ramps to act as barriers either end of lift 6. Handrail fitted at side of lift 7. Carers to act on instructions from Skipper 8. Safety features on lift 9. Lift regularly maintained in accordance with boat maintenance schedule 10. Lift inspected half yearly by qualified contractor in accordance with LOLER.	5	1	5

Boarding and disembarking whilst boat unmoored	Falling between boat and bank	Crew and passengers	<ol style="list-style-type: none"> 1. Passengers are not to board or disembark the boat whilst unmoored except when it's in a full lock 2. Crew can board and disembark the boat whilst unmoored but only when the boat is stationary, or near stationary, and no more than a single step away from the bank 	5	1	5
Steps into cabin from rear deck	Slipping, tripping, falling	Crew and passengers	<ol style="list-style-type: none"> 1. People advised to descend steps backwards 2. Handrail provided 3. Qualified crew assisting and guiding passengers 	4	2	8
Folding steps giving access to front deck	Slipping, tripping, falling	Crew and passengers	<ol style="list-style-type: none"> 1. Qualified crew assisting and guiding passengers 2. Cratch frame to act as handrail 3. Steps to be stowed when not in use 4. Steps subject to half yearly safety checks 	4	1	4