

Adventure Sunderland

Activity Risk Assessment

Bell Boat

Location: Sunderland Marina and Harbor, Tidal River Wear
Any areas outside of this need a site specific risk assessment and management approval

Hazard	Potential harm	To Whom	Control Measures
Remote Operation	Exacerbate any injury or illness	Staff and participants	Activity only to be carried out by BCU qualified coach having undergone activity induction and having completed a competency statement. Staff must take the following: <ul style="list-style-type: none">• First aid kit• VHF radio or mobile phone• Spare clothing and/or 'wearable blizzard bag'• Group shelter• Flask with a hot drink if in the expert opinion of the staff member the conditions and activity dictate• Throw line
Heavy objects	Personal injury	Staff and participants	Staff to observe and instruct in correct manual handling of equipment. Staff to ensure a team lift is used when moving the bell boat and only with experienced participants. Staff to brief group about dangers of getting limbs/digits between moving boats. Helmets to be worn at instructors discretion.
Slips, trips, falls	Personal injury, hypothermia, drowning	Staff and participants	Be extra careful on the marina walkways following periods of rain or if there has been an overnight frost. Ensure that none of the participants run on the walkways. Staff to brief participants on potential hazards such as glass, seaweed and discarded rope and strategies to avoid hazards.

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Collisions with other boats	Personal injury/drowning	Staff, participants and public	<p>Staff to maintain a 360° look-out at all times.</p> <p>Staff to ensure group remains in line of sight and earshot.</p> <p>When tied up to the floating breakwater ensure it does not cause any obstruction to the entrance channel.</p> <p>Staff to follow the 'rules of the road' and comply with the I.R.P.C.S. at all times around other vessels.</p> <p>NO games/swimming etc in the marked channels</p>
Water	Hypothermia, drowning	Staff and participants	<p>Staff to ensure group remains close to vessel (<5m) when swimming/ playing games away from shore.</p> <p>When (dis)embarking do so in a controlled manner such that the balance of the boat is maintained.</p> <p>All participants briefed to remain in the boat and seated at all times unless otherwise instructed.</p> <p>Correctly fitted BA's to be worn at all times.</p> <ul style="list-style-type: none"> Staff to carry throwline at all times.
Effects of weather	Hypothermia, Hyperthermia, Sunburn	Staff and participants	<p>Weather forecast obtained before activity, weather forecast posted on notice board in office.</p> <p>Visual inspection of weather conditions before the activity commences.</p> <p>Abandon if weather deteriorates.</p> <p>Ensure adequate warm and protective clothing for the prevailing weather.</p> <p>Advice all involved to use sun cream during sunny weather.</p> <p>Take rest breaks in hot weather.</p> <p>Use activity to keep participants warm in cold weather.</p> <p>Use group shelter to provide a temporary respite.</p>
Entanglement	Personal injury / drowning	Staff and participants	<p>Staff to ensure ropes are tidy and where possible obey the clean line rule.</p> <ul style="list-style-type: none"> Instructor to always carry a knife.
Swamping	Personal injury, hypothermia, drowning	Staff and participants	<p>When negotiating ground swell or wake from another boat ensure the bow points into the wave/swell and avoid meeting it beam on.</p> <p>Staff to be aware of the surf conditions on the beach, bell boat not to be used in surf conditions.</p> <p>Staff to distribute the participants evenly throughout the boat to ensure good balance.</p> <p>If needed call for powerboat assistance.</p> <p>Do not overload the vessel.</p> <ul style="list-style-type: none"> Staff to ensure the bell-boat is carrying manual balers before departure.

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Person under the influence of drugs / alcohol	Personal injury	Staff and participants	Staff to exclude anyone who is apparently under the influence of alcohol or drugs. Tests or physical proof is not required, the instructors decision is final.
Water quality	Disease, illness	Staff and participants	A pre-session visual check of the area, along with data from Northumbria water / SSRS app will assist the Lead Instructor in making an informed decision on the activity/location. Ensure all staff and participants wash their hands before either drinking or eating. Emphasize good personal hygiene. Cover all cuts and grazes with waterproof dressings. If the area of operation is particularly heavily contaminated with oil or debris then staff member should consider modifying the session or relocating (see above)
Stings and cuts	Personal injury	Staff and participants	Instructor to ensure that all participants are wearing robust footwear and arms legs are covered in periods of weather conditions where jelly fish may be encountered.

Risk assessments are to be reviewed on an annual basis unless an incident occurs, which then dictates immediate review of the risk assessment.

This Review completed by: Mike Clapham

Signed: *Mike Clapham*

Date: 07/01/2026

This version checked by: Mike Clapham

Signed: *Mike Clapham*

Date: 07/01/2026

To be completed by Centre Manager:

I consider this risk assessment to be suitable to control the risks to the health and safety of both employees undertaking the tasks involved and any other person who may be affected by the activities.

Name: Mike Clapham

Signed: *Mike Clapham*

Date of next review: 06/01/2027