**COASTEERING**

Document last updated by Jenny Lantry 22/05/17

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| **PURPOSE** | Personal challenge coupled with responsibility for self and others.  Explore and experience the coastal zone through a safe and enjoyable experience | **OUTCOMES** | Sense of achievement and meeting challenge Shared responsibility, trust in peers and safety awareness  Improved knowledge of coastal zone |

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|  | **Required** | **Recommended** | **Suggested** |  | **Required** |
| **EQUIPMENT CONCERNS** | All participants to wear wetsuit, buoyancy aid, helmet, gloves and sturdy footwear  Leader should have first aid kit, throw line, and means of communication (eg phone/VHF) | Nose clips  Group Shelter  Warm Drink | Waterproof camera  Goggles/ Mask | **ENVIRONMENTAL CONCERNS** | “Leave only footprints, take only pictures”  Awareness of other users in the area  Be aware of limited parking  Ensure the group is as discreet as possible when changing  Obtain Weather forecast prior to activity to ensure conditions are suitable for the group |

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|  | **Before starting activity** | **Pre-session briefing** | **End of session** |
| **STANDARD OPERATING PROCEDURES** | * Suitable footwear and clothing * Any medication to be kept at hand * Weather check * Assess the group size in relation to prevailing conditions, location and group ability and tutor/adult/student ratios. | * An appreciation of others using the area * Group control, changing, emergency procedures * Brief participants on activity and what it will involve. * Brief group on hazards such as slippery surfaces, safe movement techniques and the need to follow instruction carefully during the activity. | * Return centre equipment, hang up wet kit in the drying room * De-brief the group * Complete Session Sheet and any other paperwork necessary |

**Essential equipment**

Personal – Wetsuit, buoyancy aid, helmet, suitable footwear, personal medication

Group – Hot drink & snacks

Leader – phone/VHF, whistle, throw line, knife, first aid kit, bivvy or group shelter

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| Minimum Leader Qualification | In house trained | Minimum Assistant Qualification | Responsible adult with relevant experience |
| Max group size with Leader | 8 | Max group size with Assistant | 12 |

Leaders must have an up to date and relevant First Aid

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| **Hazard** | **Who’s at risk** | **Control measures** | **Risk (minimal, manageable, unacceptable)** |
| Drowning | Staff & Participants | Clear safety brief  Personal protective equipment to be worn at all times  Leader to hold relevant up-to-date qualifications  Leader to check participants swimming ability prior to activity and to make any necessary adjustments to the activity | Manageable |
| Entrapped limbs | Staff & Participants | Advise Group of the danger and educate on ways to avoid this, such as testing with hands and feet before committing | Manageable |
| Injury from falling/ jumping off rocks (e.g. Impact with solid object under water, impact with water) | Staff & Participants | All appropriate safety equipment to be worn e.g. full body wetsuit, gloves, b.a., helmet, footwear  Safe water entry technique to be followed  Careful monitoring of environment and group constantly by leader | Manageable |
| Tripping / falling over | Staff & Participants | Educate the group on movement and ‘spotting’ through rough or steep sections so as to avoid injury  Ensure shoe laces are tied | Manageable |
| Traffic in car parks | Staff & Participants | Educate participants on the dangers of traffic and direct to safe areas | Minimal |
| Weather/tidal changes | Staff & Participants | Instructor to have an up to date forecast and be aware of the local environment  Review water state and tidal activity before activity | Minimal |
| Medical Emergency | Staff & Participants | Communications to be carried at all times as well medical sheets available for paramedic use  Personal medication should be carried at all times | Manageable |
| Hypothermia | Staff & Participants | Group clothing to be appropriate to time of year  All participants to be monitored for signs of hypothermia  Session length and content should be appropriate to the temperature and available kit | Manageable |
| Heat Exposure/Sun Burn | Staff & Participants | Sun cream to be available  Group to be kept covered up and in shade where possible | Manageable |
| Bee / wasp / Jellyfish stings and allergies | Staff & Participants | Water to be monitored prior to getting in for jellyfish  Avoid areas of concern to be avoided  Medical forms to be checked prior to the activity  1st aid kit to be carried by staff  Participants with allergies to carry personal medication with them | Manageable |