



BOAT TRIPS RISK ASSESSMENT

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Date of Risk Assessment: 01/3/2025

Date of Review: 01/03/2026

Assessor: Steve Manderson

The following risk assessment should be considered in conjunction with the Blue Stamp Travel Safety Management System that is in place to prevent risk to all travellers, students, employers, school staff, language school staff, suppliers, agents of and employees of Blue Stamp Travel.

The information provided herein is provided as an illustration of steps that are taken to ensure high levels of care of people in our charge or working for or with Blue Stamp Travel. **It does not remove the responsibility of any party working for or with Blue Stamp Travel from taking necessary steps to keep themselves and others safe or reduce risk of injury or accident.**

Trip Leaders, organisations and schools using this document should be advised that this is not intended to replace their own risk assessment processes and procedures but to support them. Factors specific to groups, schools, their students or staff should be considered in addition to the risk assessment provided.

Blue Stamp Travel recognise that it is not possible to identify in advance every conceivable risk or situation that may arise as part of a trip and as such encourage dynamic risk assessment by Blue Stamp Travel group leaders, trip leaders and teachers as part of practical and safe delivery of a trip. This document is provided in good faith and should be read in this context. If any further clarification is required, then please contact: Enquiries@Bluestamptravel.com.

Codes: N= No significant risk L = Low Risk M=Moderate Risk - some action needed H=High Risk in need of control measures or elimination

Signed:

Title: Managing Director

Date: 01/03/25

In conjunction to this document, please refer to the Covid Risk Assessment which refers to specific precautions to prevent the spread of covid and arrangements in cases of contraction of Covid during a trip.

Who is at risk	When / Activity	Risk	Actions to Mitigate Risk	Residual Risk Level
All Travellers	Booking / arranging boat trips		<ul style="list-style-type: none"> Boat trips should only be arranged with reputable providers that hold up-to-date safety certification and insurance 	Low
	Landing stage / prior to boarding	Injury or Accident: trip or fall	<ul style="list-style-type: none"> Travellers remain back from water's edge and away from trip hazards such as bollards and ropes Group leaders ensure students form an orderly queue to board the vessel Group leaders ensure students are aware of hazards and how to behave appropriately around water (e.g. no running) 	Low
	Boarding the vessel	Injury or Accident	<ul style="list-style-type: none"> Warn students of risks such as limited headroom / gaps between vessel and landing stage / steps into vessel Group leaders advise students to board in good order and use handrails wherever available Group leaders only allow students to begin boarding once a member of staff/crew has indicated it is safe and appropriate to do so and monitor students' boarding If the group contains a wheelchair user, group leaders make crew aware and follow crew's instructions on safe boarding 	Low
	Moving around the vessel	Injury or Accident	<ul style="list-style-type: none"> Group leader briefs students before boarding on the importance of safe and sensible behaviour while aboard Students are reminded to follow all instructions issued by members of the crew Group leader ensures students listen to all safety briefings/instructions issued by crew All travellers to keep hands, arms and heads in the boat at all times In case of inclement weather, group leaders make students aware of risks from e.g. slipping or falling on wet surfaces 	Low
	Emergency evacuation	Injury or Accident	<ul style="list-style-type: none"> All travellers to listen attentively to safety briefings at the beginning of the trip Students should be made aware of assembly points / emergency exits as appropriate 	Moderate

	<i>Disembarking</i>	<i>Lost student</i>	<ul style="list-style-type: none"> <i>Group leaders count students prior to disembarkation and ensure all are present</i> 	<i>Low</i>
	<i>Disembarking</i>	<i>Injury or Accident</i>	<ul style="list-style-type: none"> <i>Group leaders ensure students disembark in an orderly fashion, following all instructions from crew</i> <i>Group leaders ensure students proceed to a safe location after disembarkation and are aware of any risks on the landing stage/quayside</i> 	<i>Low</i>