

Risk Assessment Form

Work activity assessed: Use of Greensward for dinghy storage during Regattas

What are the Hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done
Traffic congestion – Blakes Road is a narrow road with a tight turning area, heavily used by local residents at weekends	Drivers, Cyclists, Pedestrians & Dog Walkers may be frustrated by traffic congestion caused by visitors unloading trailers and turning/reversing at the end of Blakes Road, Felpham	Currently it is up visitors to self manage arrival, unloading/unhitching, & departure.	By providing a marshal and trailer assistants, Visitors can be guided to a rapid turnaround, unhitch and removal of trailers down the promenade to the Greensward, enabling Visitors to remain in their car and exit Blakes Road to find local parking.	Felpham SC to provide volunteer Marshal and assistants	from around 08:00 of the first day of the regatta, to manage early arrivals	
Hitting gate barrier The emergency access gate at the end of Blakes Road needs to be opened to allow access for dinghy trailers.	Pedestrians, Dog Walkers, cyclists, runners, children on scooters. When in the open position the barrier partially obstructs a footpath and blends into the background creating an unexpected hazard. Facial injuries and head injuries are possible.	The barrier is normally shut and there is no hazard.	When in the open position the barrier needs to be dressed in fluttering hazard tape which is more likely to be seen than a blue slender barrier. When not being used for access, the barrier should be in the shut position.	Felpham SC to provide volunteer Marshal and assistants who will open & close the barrier when needed and mark the barrier with fluttering highlights.	from around 08:00 of the first day of the regatta, to manage early arrivals	

What are the Hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by who?	Action by when?	Done
Flapping sail	Pedestrians, Dog Walkers, cyclists, runners, children on scooters, Felpham SC members and event competitors are at risk of injury to the face and/or upper body caused by a flapping sail. Some classes of dinghy are partially rigged on the Greensward with the mast up and sail up. This leaves a flapping sail which could cause injury when the dinghy is moved from the Greensward to the beach and back.	Club members using the route from the Club to the beach know this hazard and look out for a clear path as they move their dinghies from the Club Dinghy Park to the beach and back. The number of visiting dinghy sailors who are not familiar with the location, and the potential for many dinghies to be queued up on the prom increases the probability of the risk occurring as pedestrians and cyclists seek to pass through the queue.	In the Pre-Race Briefing visiting dinghy sailors will be advised to exercise caution while moving partially rigged dinghies along the promenade. They will be advised to hold the Clew of the sail (to control flapping) or to rig the sail on the beach so that the probability of occurrence is minimised. Marshals will monitor and remind sailors to follow the procedures to avoid flapping sails and avoid prom congestion.	Race Officer to make competitors aware at the Pre-race Brief. Marshals to supervise movement of boats at the pinch point on the prom.	From before the start of movement of partially rigged dinghies off the Greensward to end of day when all dinghies are back on the Greensward.	
Access for Emergency Services	Difficulty getting to where help is required	Keeping the turning area at the end of Blakes Road clear of parked vehicles If Emergency Services are needed, a marshal will stand at the end of Blakes Road and guide the emergency vehicles to where help is needed.	Ensure that shore team are briefed on the required procedure.	Shore Team First Aid Team	From when 999 is called.	
Injuries need treatment	All participants, club members, members of the public on the prom	Nominated First Aider (Club Manager). First Aid kit available Defib available	First aid kits checked complete (done March 2026) Defib serviced and in date (done March 2026)	Casey Grainger (Club Manager)	No further action.	
Event safety (on water)	See Event Plan					

V3: minor editorial corrections.

Assessment Review Date: 12/06/2026

To be reviewed at least Annually or earlier if significant changes take place

Signed by: Roger Belton

Position: Trustee & Senior Instructor at Felpham SC