

RISK ASSESSMENT FOR GROUPS AND OTHER VISITORS OF THE KENTISH LADY RIVER BOAT

Vessel:	Kentish Lady II
Mooring:	Undercliffe Boathouse, Bishops Way, Maidstone, Kent ME15 6XG
Telephone Number:	01622 753740
Liaison Officer:	Nicholas Kennedy
Route:	Maidstone – Allington – Maidstone / Maidstone – Teston – Maidstone
Safety Equipment:	7 lifebuoys, 2 lifebuoys c/w warning lights, 2 lifebuoys c/w heaving lines, 12 electric bilge pumps, 2 mobile bilge/fire pumps, 1 Co ² fire extinguisher, 4 foam fire extinguishers, 1 jacob's ladder, 1 fire pump & hose, 2 engine air covers both marked, 1 generator air covers on vessel side & 1 first aid kit.

Potential Hazard	Who is at risk	Existing Controls	Further Action Required
General	Groups and other visitors	Group leaders are responsible for the care of their groups at all times.	Kentish Lady crew are facilitators only. Group leaders to be made aware of their responsibilities.
Embark/Disembark	Groups and other visitors	Vessel securely moored with gangways clear of any obstacles. Trained crew on entrance gate monitored by a qualified Boatmaster.	Due to the nature of the vessel, suitable footwear must be worn by all.
Bumps and Bruises	Groups and other visitors	Trained crew advise of low ceiling/doors upon arrival.	Instruct group members and others to take care when moving around the vessel.
Illness and Injury	Groups and other visitors	Trained first aiders aboard.	Supply of drinking water available. Group leader to alert staff if a member of the group has special needs.
Weather	Groups and other visitors	The Kentish Lady is an outdoor site. Visitors should bring suitable outdoor clothing.	Groups and others to wear clothing appropriate to the weather conditions.
Person Overboard	Groups and other visitors	Boatmaster notified by crew/messenger person overboard, ensure lifebuoy deployed and look-out posted. Instructions relayed to passengers and crew via PA/voice. Turn vessel about (if possible) and pick up passenger upstream (if possible) via boarding ladder. Collect lifebuoy after rescue (if possible).	Groups and other visitors not to climb rails, lean out of windows or interfere with entrance/exit gates.

Fire	Groups and other visitors	Boatmaster notified of fire by crew/messenger. Establish position of fire, if in engine room switch off fuel and engine and instruct crew to fit air covers. If small fire (not in engine room) put out with either fire extinguisher or fire hose. Instruct passengers to clear area via PA/voice. Bring vessel to nearest bank and begin evacuation (if necessary) ensuring passenger numbers match original numbers recorded at departure.	Instruct group members and others to check their group numbers to ensure all present and correct.
Sinking	Groups and other visitors	Boatmaster notified by crew/ messenger vessel holed/sinking. Vessel put in shallows or alongside bank. Prepare crew to carry out evacuation procedures (if necessary) with instructions to passengers conveyed via PA/voice. Crew to start pumping using both electric and manual pumps. Begin evacuation (if necessary) ensuring passenger numbers match original numbers recorded at departure.	Instruct group members and others to check their group numbers to ensure all present and correct.
Rescue	Groups and other visitors	If unable to effect rescue notify Emergency Services 999 and Environment Agency on 0800 807060 via mobile phone.	

- Safety announcements are made on every trip.
- Passenger numbers are counted and duly recorded ashore as per the requirement.
- The vessel is inspected and certified every 6 months by the Maritime Coastguard Agency (MCA).
- First aid box located at the rear of the vessel next to the bar.
- Nearest Accident and Emergency Department:
Maidstone Hospital, Hermitage Lane, Maidstone, Kent, ME16 9QQ
Telephone: 01622 729000.