

Queensferry Lifeboat Station  
Risk Assessment



**Lifeboats**

EVENT	ASSESSOR SIGNATURE
Open Day or School/Youth Organisation/Adult group visit to station	
REVIEWER	DATE
LOM/LVO/Crew Member	01/01/2020

SER No	Hazard	What/Who is at risk	Probability/Severity	Risk Rating	Action Required	Revised Level
1	Fire or other emergency where evacuation is required	Staff, volunteers, all visitors	2 2	4	Explain evacuation procedures and point out fire exits.	2
2	Call out / Shout	Staff, volunteers, all visitors	2 2	4	Explain what happens if a call-out occurs.	2
3	Illness/Accident during visit	Staff, volunteers, all visitors	2 1	2	Check supervising adults have their own procedures. Know the location of the first aid kit and first aider.	1
4	Tripping/falling/slipping/uneven or wet surfaces	All visitors	2 2	4	Warn group to be careful, repeat warning throughout visit. Check surfaces clear before visit.	2
5	Child Protection	Staff, volunteers	2 3	6	Avoid being alone with any child.	4
6	Trying on kit	Children	2 2	4	Ensure that only parent/guardian assists child with dressing up. Ensure child cannot fall against any equipment whilst trying on kit.	2
7	Tractor, carriage and ancillary equipment	All visitors	2 2	4	Warn that surfaces may be slippery and coated with anti-corrosion spray and warn not to touch or climb across.	2
8	Chemicals and substances	All visitors	2 4	8	Visitors will not be allowed in workshop/store areas, chemicals to be stored in locked cupboard or containers.	2
9	ILB - Falling from boat and injury from equipment	All visitors	2 3	6	Instruct not to climb into boat and not to touch equipment, unless told to do so by a RNLI representative. Supervising adults should oversee / assist lifting group members into ILB.	4
10	Injury from equipment Damage to clothing	All visitors	2 2	4	Warn group to be careful and not to touch	2



					equipment, repeat warning throughout visit. Warn group not to touch or lean against equipment. Check station before visit.	
11	Visitors to boathouse - All equipment aboard ILB i.e. Knives, buttons & switches etc .	All visitors	2 4	8	Warn that under no circumstances should any equipment be touched or interfered with.	4
12	Visitors to boathouse - ancillary equipment	Staff, volunteers, all visitors	2 4	8	Warn to be aware of various ancillary equipment around boathouse i.e. Turntable, Hose pipe holders, charging cables etc. Do not touch or interfere with.	4
13	Irresponsible behaviour by individuals	All visitors	2 2	4	Ensure supervising adults understand their responsibility to maintain a suitable level of discipline and safety, and issue Responsibility Cards. Brief children on expectations during introduction.  If there is a problem, ask supervising adult to remove child / vulnerable adult, & in extreme circumstances, stop the visit.	2
14	Visitors to boathouse - outside pier area.	All visitors	2 3	6	Include information on safe access to the boathouse in booking confirmation.  Inform group of safe evacuation procedures on arrival.	1
15	Young children falling off adult chairs	Young Children	3 3	9	Groups containing young children P1 - P3 will be asked to sit on the floor as they do in schools/ nursery	1

ASSESSMENT CARRIED OUT BY: David Smart, Lifeboat Operations Manager.