



THAMES RIVER

— SIGHTSEEING —

To whom it may concern

Dear Sir/Madam,

Thank you for making your river trip booking with Thames River Sightseeing. As part of our Safety Briefing and Induction process, you will find below a series of specific Risk Assessments for your consideration. The vessel you will be travelling on is certified fit for purpose by the Maritime and Coastguard Agency (MCA), all crews are licensed and trained to their exacting standards. The Masters of our vessels are in constant communication with the Port of London Authority, London Coastguard, Metropolitan Police and the RNLI.

Safety management is an integral part of the MCA's inspection process and a manual is kept on board along with various certificates and insurance documents. If you would like to view them you can arrange an appointment with the office or alternatively you may see them on the day of your trip, prior to departure.

All vessels operated by Thames River Sightseeing are equipped with the necessary safety equipment specified by the MCA including lifejackets, buoyant apparatus and liferafts. The design and layout of each vessel differs from boat to boat, and for this reason, as the boat leaves the pier an announcement will be given over the public address system informing passengers of the location of safety equipment on board and emergency exits.

Thames River Sightseeing's primary concern is your enjoyment and safety. Should you have any questions, please don't hesitate to get in touch with the office.

We look forward to seeing you on the day of your trip and hope you have a pleasant voyage on board our vessel.

Thames River Sightseeing

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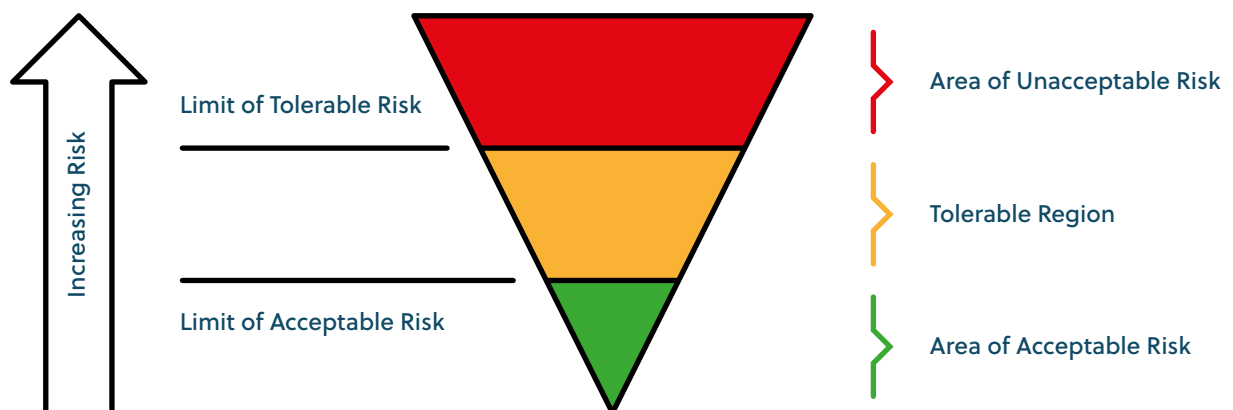
Risk Assessment

Methodology

For each of the identified hazards, the associated risk has been assessed and classified. For the purposes of this process, the following definitions have been applied:

- **Hazard** - something e.g. an object, activity or a phenomenon that can cause an adverse effect.
- **Risk** - a relative measure of harm or loss derived from the combination of the severity of a particular consequence together with the probability of the consequence occurring.
- **Consequence** - a particular scenario e.g. expressed as harm to people, damage to the environment, an operational impact and/or negative media attention.
- **Probability** - the chance of a particular hazard consequence occurring, measured in frequency.

The assessment has used the principle of reducing risks to a level that is As Low As Reasonably Practical (ALARP). ALARP is a key part of the Health and Safety at Work Act 1974 and involves assessing the acceptability of risk against difficulty, time and expense needed to control it. The ALARP concept is illustrated below:



At the lower end of the ALARP triangle, risks are small due to either low probability or insignificant consequences. These risks can generally be accepted provided common safeguards are implemented.

Moving up the triangle to the tolerable region, risks increase in magnitude due to an increase in probability and/or an increase in the severity of the consequences. Risks in this region can be accepted provided that controls have been implemented that demonstrate that the risk has been reduced to a level deemed to be ALARP. At the top of the triangle is a region of unacceptable risk that cannot be accepted without controls that reduce the risk to a tolerable and ALARP level.

The assessment has been undertaken through consultation with the management team at TRS and available historical data. The tables below detail the probability criteria used to assess how likely each hazard is likely to occur in terms of average frequency and the severity criteria applied to the related consequences of each hazard.

	Frequency	Score
Rare	Has not occurred in the last 10 years	1
Unlikely	Has not occurred in the last 3 years	2
Possible	Has not occurred in the last year	3
Likely	Has occurred in the last year	4
Almost Certain	Occurs several times a year	5

Severity	Level
First aid case / medical treatment case	1
Restricted work case	2
Lost time injury / moderate permanent partial disability injury	3
Single fatality / severe permanent partial disability	4
Multiple fatalities	5



Risk Assessment Matrix

Likelihood	Rare	1	2	3	4	5
	Unlikely	2	4	6	8	10
	Possible	3	6	9	12	15
	Likely	4	8	12	16	20
	Almost Certain	5	10	15	20	25
	Severity	Level 1	Level 2	Level 3	Level 4	Level 5

Risk Classification

Score	Classification	Definition
1-2	Slight	No action required
3-4	Minor	No additional controls are required, monitoring is required to ensure no changes in circumstances
5-9	Moderate	Efforts should be made to reduce the risk to 'As Low As Reasonably Practicable' (ALARP). Job can only be performed under direct supervision of Senior Officer
10-14	High	Efforts should be made to reduce the risk to 'As Low As Reasonably Practicable' (ALARP). Job can only be performed after authorisation from Harbour Master and after further additional controls required under the circumstances
15-25	Extreme	Intolerable risk. Job is not authorised



Identified Hazards

1 - Student/Children falling between pier and vessel

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised S	Revised Risk Score
3	4	12	<p>Crew members to assist passengers during embarkation and disembarkation. To suspend operations and close pier and vessel gates should a gap appear.</p> <p>Use of breast and spring moorings to secure vessel alongside. Captain to engage engines and bow thrusters if necessary to hold vessel alongside.</p>	1	3	3

2 - Student/Children slipping and tripping

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised S	Revised Risk Score
4	3	12	<p>Crew members to assist passengers during embarkation and disembarkation. To suspend operations and close pier and vessel gates should a gap appear.</p> <p>Clear affected areas. Use of breast and spring moorings to secure vessel alongside. Captain to move vessel to a safer berth on the pier.</p>	1	3	3

3 - Student/Children attempting to embark/disembark before the vessel is secured alongside

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised S	Revised Risk Score
4	4	16	<p>Crew members to keep pier and vessel gates closed until vessel is securely moored alongside.</p> <p>Wait for captain's order to commence embarkation/disembarkation.</p>	2	3	6



4 - Wheelchair Student/Children falling between boat and pier

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised S	Revised Risk Score
2	4	8	<p>Crew members to assist carers and wheelchair passengers during embarkation and disembarkation. To suspend operations and close pier and vessel gates should a gap appear.</p> <p>Use of breast and spring mooring to secure vessel alongside. Captain to engage engines and bow thrusters if necessary to hold vessel alongside and to request ease down from passing traffic from VTS.</p>	1	3	3

5 - Student/Children becoming ill on board while underway

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised S	Revised Risk Score
3	4	12	<p>Crew members trained in first aid. Ensure that prescribed medicines are brought on the trip. Vessel in VHF contact with rapid response RNLI and Met Police units.</p> <p>Captain to navigate to the nearest pier to liaise with medical professionals.</p>	3	3	9

6 - Student/Children lost on board

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised R	Revised Risk Score
2	3	6	<p>Students/Children to be easily identifiable i.e. school uniform or high vis clothing. Groups to be seated together in area of the vessel. Crew to make thorough sweep of the vessel following disembarkation.</p> <p>Primary school children to be escorted to the conveniences by a member of school staff. Party numbers to be submitted to the office prior the trip.</p>	1	3	3

7 - Student/Children overboard while underway

Likelihood	Severity	Risk Score	Control Measures	Revised L	Revised R	Revised Risk Score
1	5	5	<p>Crew to employ man over board procedure. School parties to be seated away from the sides of the vessel, or in the lower saloon.</p>	1	3	3

