



Cuckmere Valley Canoe Club

www.cvcc.org.uk

CVCC SAFETY POLICY

FOR ALL CLUB MEMBERS

All paddlers involved in programmed activities must be equipped with a kayak or canoe containing appropriate buoyancy and wear a buoyancy aid and helmet as deemed necessary but the duty coach.

The ratio of learners to coaches on the water must not exceed 8:1 including unqualified helpers. A coach may decide to delegate tasks to an unqualified adult club member but must remain on the water and in overall charge of the group.

If a coach is not available to take responsibility for a programmed activity then the activity will be postponed.

Before participating in a programmed activity members must give written details of swimming ability and any relevant medical conditions. Any medicine possibly required during a session must be carried by the member.

A person under the age of 18 years who wishes to take part in a programmed activity without his/her parents present must produce a signed disclaimer from their parents. An exception is the attendance on club river trips where a parent/guardian **must** be present either land based with clear line-of-sight or on the water.

Activities not on the CVCC programme but involving club members are undertaken at their own risk.

GUIDELINES FOR COACHES

Before taking a group on the water you must brief them:

- Who the coaches are
- What the boundaries of your activity are
- To disclose any relevant medical conditions they may have
- To remove any jewellery that may cause injury to them or others
- What is expected from them in terms of behaviour on the water
- That all have signed on to the coaching session form

The following tables indicate the important terms of reference for Coaches

CVCC Programmed Activity	Example of Venue	Minimum BCU Coach Qualification
Come and Try it sessions	Meanders only	Old Level 1 (New L1 Supervised)
1 Star coaching	Meanders only	Old Level 1 (New L1 Supervised)
2 Star coaching	Cuckmere River	Level 2
Grade 2 moving water skills coaching, Grade 3 Leading	River Adur or Symonds Yat Rapids, Tryweryn	Level 3

A Level 2 or 3 Coach must be on or near the water to supervise if a UKCC Level 1 coach is to operate (Note Old Style Level 1 coaches may operate as per the club terms of reference above).

SUMMARY OF BCU GUIDELINES CONCERNING THE SEA

Sea Conditions	Minimum Coach Qualification
Close inshore on defined beaches suitable for bathers or beach craft	Level 2
Close inshore to coast lines where there is easy landing not involving races or over falls. Surf: moderate – beach with no particular hazards in normal conditions (1m surf max)	Level 3

Great caution must be exercised whenever the lightest of offshore breezes is blowing, or river flood conditions create a rip. A Level 3 Coach must be consulted if a Level 2 coach wishes to take a group onto the sea.

ORGANISATION ON SUNDAY MORNINGS

The coach on duty should:

- Meet briefly with other coaches to agree a format for the day
- Present the format for the day on the notice board and on the sign-up sheet
- Ensure they are carrying a suitable First Aid kit and means to contact emergency services

If there is a shortage of coaches:

- The ratio of learners to coaches must still not exceed 8:1
- Some paddlers will be asked to stay on land and await their turn to paddle

On the wipe clean notice board should be:

- The name of the coach in charge on the Meanders
- The name of the coach in charge on the River Cuckmere
- The wind direction and tide state

On the River Cuckmere:

- Competent paddlers should be at the front and back of the group to prevent the group getting too spread out.
- The group must be stopped when they reach the beach and told to get out of the water for a briefing before a decision to go to sea is made.

Before going to the sea:

- The coach must make an assessment of the prevailing conditions and how these are likely to change
- The whole group should be involved in the decision making

ORGANISATION ON CLUB TRIPS

Club trips are classified as those that are advertised on the club website in the events programme or identified as club trips on the club notice board, and must indicate clearly the **MINIMUM** skill level (BCU star skills) for interested paddlers, **AND** must identify any other pre-requisites e.g. White water safety and rescue training, previous trip experience and etc.

The coach/river leader organising the trip should:

- Select a trip location that does not exceed the conditions of their BCU coaching level remit (see Terms of Reference Above and/or discuss with the Coaching coordinator, Events coordinator and Welfare Officer)
- Be sure that the choice of location is suitable for the paddlers it has been advertised to, is likely to be safe for the trip duration, has no access restrictions in place, and that suitable emergency and contingency plans are in place and understood by all taking part
- Ensure that those taking part in the trip have the necessary canoe and safety skills to participate in all aspects of the trip
- Meet briefly with all others going on the trip and brief them on safe journeying to the access point, river access, equipment requirements, emergency contacts and other appropriate information to bring club members to a river
- Ensure that any junior paddlers are accompanied by a parent/guardian who may be land-based as long as they can maintain line of sight during the trip and/or at appropriate points where decisions may need to be made on

continuation on the trip. Also, ensure that all juniors are escorted by a parent/guardian at all times when bank based or in transit.

- Collect and maintain suitable contacts of all paddlers prior to the trip so that changes can be communicated effectively
- Register the trip plan and contacts details with a home-based member of the club and with the Events coordinator.

The coach/river leader on the day of the trip should:

- Arrive in plenty of time to allow suitable and timely preparation for the paddling team
- Meet briefly with other coaches and suitably experienced paddlers to agree a format for the trip and assign roles if not already carried out in the planning stage, and ensure all coaches are carrying first aid kits and means to make contact with emergency services and each other.
- Present the format for the trip to all members taking part and include a briefing on river safety, team working, communications, emergency exits and river character/duration/ etc.
- Ensure that a clearly advertised deputy is available to take control of the trip if the coach/river leader is incapacitated (e.g. sudden illness).
- Maintain all safe coaching and journeying principles throughout the duration of the trip on the water and to/from the location, and abide by Club Rules and BCU Rules as applicable at all times