



Bewl Canoe Club Health and Safety Policy

1 Framework

Bewl Canoe Club (the Club) seek to ensure that the health, wellbeing and safety of its members is our paramount concern. This policy sets out how that aim will be achieved, and the duties and responsibilities of those leading or participating in the Club's activities.

The Club seeks to ensure that the level/nature of Club paddling, including training activities, should take account of the experience, age and ability of participants, and will expect club members to participate within these boundaries.

The Club's General Committee shall adopt a health and safety policy (this policy) and shall be responsible for ensuring that the policy provisions are applied in practice.

The Club shall appoint a Safety Officer whose role is to ensure the General Committee is aware of its collective role in managing safety across the Club, and to manage the systems that the Club puts in place.

The Club shall ensure that its safety policy is clearly communicated to those leading or participating in the Club's activities and is published.

The Club shall keep its safety policy under active review, updating it as required where new or changed safety needs arise through changed circumstances or through its risk assessment procedures. The policy shall be subject to review by the General Committee every 3 years.

2 Club Paddling

2.1 Definition

Bewl Canoe Club (BCC) paddling is defined as those regular events promoted by the Club to its members (e.g. through its website, newsletters or the Club's official social media channels).

2.2 Deployment

Club paddling may only take place when lead by a leader or coach who is approved by the Club to do so.

2.3 Responsibilities of Leaders and Coaches

Leaders and Coaches will be responsible for ensuring the safety of all participants in the activities they are deployed to lead. The Club will provide best practice guidance to its approved leaders, supported with training. The guidance must be made accessible to Club members on the website and leaders will be expected to operate in accordance with it.

2.4 Responsibilities of Participants

Whatever safety frameworks the Club has in place, paddlesport is not a risk-free activity. All members must provide emergency contact details on their membership application form each year. When members bring guests to join Club paddles, they are responsible for ensuring that they have emergency contact details for their guests.

Participants in Club paddling should be able to swim 50 metres in the clothing they wear for paddling. Those who are unable to do so must make this known to the leader before going out on the water.

Participants must:

- Have valid third party insurance cover. When taking part in a Club-lead paddle, club members are covered for third party insurance through the Club's Paddle England affiliation. This cover does not extend to independent paddling (see section 3)
- Make the leader aware of any health conditions that might affect their ability to paddle.
- Wear approved Personal Floatation Devices (Buoyancy Aids) when paddling or when on the jetties.
- Wear clothing appropriate to the water and weather conditions. They may not be permitted to join a Club paddle if the Leader considers them to be dressed inappropriately.
- When the water temperature falls to 10°C or below, participants must wear a drysuit or a winter grade wetsuit. The Club will inform all members when the winter dress requirements come into force.
- Follow any instructions given by the Duty Ranger who may instruct participants not to paddle if they consider it unsafe to do so.

3 Independent Paddling

3.1 Definition

Any paddling other than Club paddling as defined above is deemed to be independent paddling.

3.2 Who can Paddle Independently?

Independent paddling is not permitted without prior permission from the Club. Any member wishing to paddle independently must apply to the General Committee for approval to do so. Decisions shall be at the discretion of the Committee and shall not be open to appeal.

The Committee may take into account the level of experience, qualification, age and fitness of applicants in reaching a decision. As a guide, independent paddlers will be expected to be at least at

Paddle England 'Explore Level' standard, to be competent in self-rescue techniques and be using their own craft, equipment and clothing.

3.3 Responsibilities of Independent Paddlers

Independent paddling falls outside the Club's safety framework. Independent paddlers do so at their own risk, but must recognise that their actions may reflect on the reputation of the Club.

Independent paddling is not covered by the Club's insurance.

Independent paddlers must:

- Have their own appropriate third-party insurance cover in place (such as that provided through Paddle UK On the Water membership).
- Sign on and off the water using the system put in place by the Bewl Rangers
- Carry their BCC membership wrist band with them while on the water.
- Be mindful of best practice safety advice and the increased level of risk associated with paddling independently.
- Follow any instructions given by the Duty Ranger who may instruct participants not to paddle if they consider it unsafe to do so.
- Carry a waterproofed mobile phone with the Bewl Rangers emergency number programmed in for rapid access.

4 First Aid and Emergency Procedures

The Club shall provide appropriate first aid equipment and consumables, including a kit to be carried on the water by leaders of Club paddling. The Club Safety Officer will be responsible for maintaining this equipment.

All leaders or coaches approved by the Club to lead Club paddling must have completed first aid training approved by Paddle UK within the last 3 years.

All leaders or coaches approved by the Club to lead Club paddling must have up to date training in rescue and incident management skills.

In an emergency where urgent assistance is required, leaders must call the Bewl Rangers emergency line and/or the emergency services on 999 as appropriate.

5 Craft and Equipment

The Club must have in place arrangements to ensure that all Club craft and equipment is kept in a safe and serviceable condition.

6 Record Keeping and Reporting

6.1 Approved leaders

Records of leaders and coaches approved by the Club to be deployed to lead Club paddling shall be maintained by the Club Secretary and Safety Officer and made accessible to Club members. The

records shall include information on their active qualifications as recorded on the Paddle UK Club Portal.

6.2 Independent Paddlers

A record of approved independent paddlers will be maintained by the Membership Secretary and Safety Officer.

6.2 Risk Assessment

The Safety Officer shall maintain records of risk assessments and ensure that these are reviewed and updated at appropriate intervals.

6.4 Accident and incident reporting arrangements

An accident book must be kept on Club premises, accessible to leaders. Leaders must record details of any accidents or safety related incidents promptly, and notify the Safety Officer.

The Safety Officer will be responsible for reporting any safety related incidents to Paddle UK and to the Club's General Committee where this is required

7 Approval

Approved by the General Committee.

Date: 17 December 2024

Review scheduled for: December 2025