



Royal Sutton Coldfield Canoe Club

A Canoe England Affiliated Club

suttoncanoe.org.uk

Normal Operating Procedures.

- Paddlers must observe any instructions from the persons in charge.
- Paddlers must inform the coach of any relevant medical conditions.
- Paddlers must sign the register, present their membership card (a picture of it on a phone will suffice) and provide an emergency contact number.
- Signed parental/guardian/appropriate adult consent is required for under 18's.
- All novice paddlers must be present and ready to get on the water for the safety brief given by the lead coach 20 minutes after the start of the session.
- Novice paddlers must be supervised by a coach and conform to the BCU guidelines for supervision ratios (1:8 kayak) (1:6 solo canoe) (1:12 tandem/crew boats).
- Paddlers must not leave the bank without a correctly fitted buoyancy aid or lifejacket.
- Paddlers under 18 years old must wear a helmet.
- Paddlers must be appropriately dressed for the weather conditions.
- All accidents to be recorded in the accident book, an incident form to be completed and forwarded to the B.C.U. The chairman is to be notified as soon as possible.
- Paddlers must take care with the equipment and facilities provided.
- Paddlers must collect and return equipment to its designated place.
- Any damaged equipment to be reported to a coach.
- Wet kit to be hung up to dry appropriately.
- Paddlers are only permitted to wear spray decks once outdoor capsize drill has been witnessed by a coach.