



DCC Site Specific approval for BCU coaches and Club paddlers.  
Barrow Dock club base.

BCU Coaches may operate at the club base at Barrow Docks according to their coach remit only if they are a listed Responsible User (or another RU is on site) and they have had a coach induction to the site.

Coaches / leaders with responsibility for others will have a CRB, and a first aider will be present. The group leader or another member of the group will have rescue skills appropriate to the craft in use and be in a suitable boat and equipped to carry out such a rescue.

Coaches and club paddlers may have their remit extended should they wish and their experience and skills indicate their ability to operate safely under such an extended remit. Each case will be considered on its own merit. For club paddlers and Level 1 coaches the Guidance found at BCU/coaching/Gen/Terms of Reference/V4-1/Aug13 will be used to guide this procedure.

All coaches / leaders will need to show an understanding of the following.

Knowledge of the operating procedures for the club and Associated British ports  
Practical experience of rescues and tows for the craft to be used.

- |   |   |
|---|---|
| Leader / group equipment needed.                        | Session plans and areas of coaching competence. |
| Safety issues with ref. to specific games / activities. | Parental consent and medical declaration.       |
| Correct use and sizing of equipment.                    | Non swimmer policy.                             |
| Weather conditions, (esp. wind /wave ) restrictions.    | Disruptive behaviour policy.                    |
| Session ratios with ref. to abilities of participants.  | Child protection policy.                        |

Those coaches wishing to extend their remit will have the conditions of this recorded.

Coaches and the club will have a record that the above has been completed and the conditions under which they can operate. A summary will be kept at the docks.

**General guidelines for site specific use approval for the docks.**

Each individual will be considered according to their skill and experience but below is set out the general principles according to level of skill / qualifications.

- 1) Coach + 5 \* leader – at the leader’s discretion.
- 2) Level 3 coach / 4\* - wind to force 4, moderate waves to about 40cm.
- 3) Level 2 coach / 3\* - on shore wind producing waves of about 40cm with calm lee shore.  
Off shore or N-S wind producing wave of about 30cm .
- 4) Level 1 coach + 3\* - as for 3) above.
- 5) Level 1 coach / 2\* - slight to moderate (on shore) wind with waves about 30cm
- 6) 2\* paddlers – not leaders but helpers and general independent paddling as agreed with coach.

Where \* star tests are referred to this indicates the standard of the individuals paddling not that they must hold this award.

I confirm that \_\_\_\_\_ has fulfilled the above requirements and is considered to be competent to operate as indicated below.

\_\_\_\_\_  
\_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_

Coach / leader:- \_\_\_\_\_

Assessor for DCC :- \_\_\_\_\_ Date \_\_\_\_\_

### **Group size and management** ( novice and junior paddlers)

When considering size of a paddling group the main considerations are weather conditions ( including water temp.), abilities of group members, and purpose of the session.

### **ALWAYS EXPECT AND BE PREPARED FOR THE UNEXPECTED**

Keep in line of sight. If paddlers leave the main group they should do so in groups of 3 or more and be equipped and able to rescue each other. If there are a large number of paddlers the leader should nominate other suitable paddlers to oversee sub groups (eg tail end paddlers). During time trials with novices a boat should be positioned to help if needed. With beginner groups of 6 boats there should be 2 paddlers able to carry out rescues. Correct and careful deployment of assistants not only gives a safer paddling environment but gives the group members more confidence resulting in a more productive experience.

**Parental consent** – Assumed if a family club member or parent has signed junior members membership form.

**Medical declaration** – ask new participants to inform you of any relevant conditions, give them opportunity to do this in private.

If medication is needed to be carried on the water ensure participant + group leader know where it is.

**Non-swimmer** – Up to the coach. All leaders need to know about weak and non - swimmers.

( A non- swimmer can be confident in the water with a BA on, this can be practiced at the pool.)

**Disruptive behaviour** – remove from the water / site, report to chair + welfare officer. Cancel session if unsafe to leave disruptive person unattended.

**Child protection** – Report any concerns to welfare office.

Carol Stringer - 01229 586289 - 07929756870

---