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## NOMAD KAYAK CLUB – TRIPS POLICY

Nomad Kayak club organises trips away from its base at the Rickmansworth Aquadrome to allow members the opportunity to develop their paddling skills and to enjoy paddling other waters. Club trips are coordinated by the Trips Officer and communicated to all Club members by email and the Club website. All Club members with the requisite skill level may participate in Club trips.

Members also organise private trips amongst themselves, which are not subject to this Trips policy, nor are coached course visits to rivers as part of Club run personal performance award courses where only participants of those courses are invited e.g. to Hurley for the Paddle Explore award.

This Trips policy supports the aim of the Club to get all members up to a Paddle Explore skills level, so they will always be able to enjoy a recreational paddle when they come to the Club. Club trips will feature a mix of white water, touring and occasionally sea paddling, providing regular opportunities for skills development on moving water.

The Club aims to organise one trip per month throughout the year to and also to provide ample opportunity for moving water skills development in the summer, when many new members join. It is recognised that it may not always be possible to hold a trip each month and that some publicised but under subscribed trips may not run.

It is also recognised that some additional privately organised trips during the year may wish to open up to Club members, in which case this must be agreed with the Trips Officer and they must adhere to Club policies.

Trip leaders will be Club coaches, qualified leaders or other members approved by the committee from time to time as an 'experienced individual'. Experienced individuals may run trips up to and including grade 3 white water. The following excerpt from British Canoeing Club's insurance Q&A confirms their authorisation and cover under the Club's insurance:

*'Under the terms of the policy both "experience" and formal qualification is included. British Canoeing recognises the important work that goes on in clubs via experienced personnel. We would recommend that clubs ensure they audit these volunteers against their experience.'*

*'The types of activities being run by experienced individuals will typically include running basic and improvers skills sessions, competitive training events, time trials or club trips or journeys.'*

The leader of each trip will state the minimum number for the trip to run, which will be shown on the trip sign-up sheet on the club website.



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## Trip Safety

- Club trips will consist of 3 or more paddlers. Trips with fewer paddlers may run as a private trip.
- The trip leader is responsible for taking reasonable precautions to ensure the safety of paddlers on the trip. They will complete an onsite risk assessment form before putting on the water, the template for which will be provided by the Trips Officer, and will return this to the Trips Officer as a record.
- A peer group of 'Touring Award' or 'White Water Award' (formerly 3 star) paddlers may paddle together assuming responsibility for themselves.
- Using the 'BCAB Environmental Definitions and Deployment Guidance for Instructors, Coaches and Leaders' as guidance. The maximum ratio of Paddle Discover Award (1 star) and Paddle Explore Award (2 star) paddlers on a trip to coaches/leaders will be 1:8 for sheltered water, 1:6 for moderate water and 1:4 for advanced water. Additional 'Touring Award' or 'White Water Award' or higher paddlers will not be included in this ratio.
- Unless a peer group of 'Touring Award' or 'White Water Award' (formerly 3 star) paddlers are paddling together, at least one member on the trip must have undertaken FSRT or Canoe Safety test at some time. It is the trip leader's responsibility to ensure this.
- The trip leader will suggest suitable equipment and clothing necessary for safety on each trip and it is the member's responsibility to follow this guidance. Members who are inadequately prepared may be prevented from participating in a trip at the discretion of the trip leader.
- The trip leader will ensure that a suitable amount of first aid and safety equipment is taken on the trip. As a minimum of one throwline will be taken on a trip.
- Club members participate in trips at their own risk and accept responsibility for following the directions of the trip leader and/or coach.

## Trip Organisation and Leading

The Trips Officer is responsible for the coordination of trips, but not for their leading, much of which will be done by other club members.

All trips will have a nominated leader who is the point of contact for Club members wanting to go on the trip.

When there is a coach on a trip, they will normally lead the trip unless they delegate this to another approved trip leader, such as when they wish to concentrate on teaching and skills development.