



NEW FOREST KAYAK AND CANOE CLUB

NFKCC Participants checklist

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<i>Created by:</i>	<i>Justin Davis (chair) and Robert Wright (safety officer)</i>
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<i>Reviewed 24th April 2023 by:</i>	Committee Present: Justin Davis, Robert Salmon, Annie Hallam, Ya Huang, Duncan Gray, Mark Shakespeare Vicky Burden
<i>Reviewed 28th March 2024 by:</i>	Committee Justin Davis, Jane Chapman, Annie Hallam, Richard Payne, Jane Chapman, Rachel Hughes, Duncan Gray, Robert Wright
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Important safety rules – common to all club trips

- *Every trip should involve a **minimum of 3 paddlers***
- *Every trip should have an **appropriate co-leader/assistant** who would be happy leading the same grade of paddle.*

- Every trip should have a **designated shore contact** (this could be another member, a partner or a committee member who would be able to alert the coastguard and describe the trip plan in the event of emergency). Please share this information on the forum and with your group.
- Every trip should have a participant with **first aid-training**. Please check with your group and make everyone aware.
- Every trip should carry the **safety/communications equipment** described in the grade descriptions. The club has full leader kit available to borrow from Annie Hallam (message her on the forum if you need it).

Important Safeguarding Notes

Physical contact with other paddlers

In kayak trips some situations may arise in which physical contact is required (e.g Rescue, first aid incident, rolling practice, supported tow e.t.c). Wherever possible consent for this should be sought and given. However, all paddlers should be aware that in some real-life rescue situations this consent may have to be assumed.

Disclosure and your responsibility

If a fellow paddler were to disclose (or you become aware of) something which you feel is a safeguarding concern, please consult the club's safeguarding policies and follow the guidance there.

Your responsibilities

1. Canoeing and kayaking are assumed risk sports that may carry attendant risks. You must be aware of this and be responsible for your own action and involvement.
2. On a trip you must, with the guidance of more experienced members of the group, assume responsibility for your own safety and that of other paddlers.
3. If you have any doubts about the suitability of the trip for you, you should consult the trip leader or other experienced leaders in the club for advice.
4. The group leader will do all they can to ensure that no harm comes to anyone but the safety of all members of the group will be enhanced if everyone is following these guidelines.

Looking after new members

If your group includes members who are new to the club, please welcome them and ensure that you share your knowledge and experience with them during the trip. If necessary, buddy up with them and introduce them to other paddlers.

Before the paddle

Please use **ONLY** the forum for all communication about the trip – so we know who is on the water.

It is important for the club to know who is on the trip (in case of emergency) and the forum is where we will look for the information to access this information in an emergency.

For club trips, please don't use other communication channels (e.g messenger, personal email, text, whatsapp groups etc. This will hopefully ensure that all participants are included in any updates about the club event.

Participants are asked to:

- Read the **generic risk assessment** in detail and be aware of the club's procedures to make kayaking as safe as possible.
- Be able to swim confidently in their kayaking/canoeing clothing.
- Wear clothing that is appropriate to the weather and conditions and ensure that they carry appropriate spare clothing to deal with changes in the conditions This should include cover to wear during rest-breaks to avoid cooling down.
- Wear an appropriate buoyancy aid (which hasn't deteriorated in buoyancy)
- Wear a helmet when specified [or at the paddlers choice](#).
- Carry appropriate extra equipment in their kayak including:
 - appropriate spare clothing to deal with changes in the conditions, food and drink, dry clothing, sun cream, sunglasses.
 - Carry any medication they may need to use during the trip (e.g. epipen, angina medication, asthma reliever, paracetamol, nurofen, sea-sickness medication. **(First-aiders are advised against ever**

administering ANY medication except 300 mg soluble aspirin in the case of suspected heart attack).

- Be aware of the grade of the trip and [if you consider necessary](#), in consultation with the leader, make sure that you are able to cope with it (see club trip grading chart).
- Ensure that they have made themselves aware of the likely conditions (wind and swell) and weather on the day and are satisfied that they can cope with them.
- Make sure that they are fully aware of the trip plan, launch and landing sites and the direction and speed of tidal flow on the route.
- If possible carry your own map/chart/compass and communication – but also
- Make sure that you are aware of who is carrying emergency communication equipment (VHF/mobile phone/PLB (satellite beacon)/ emergency flares) and who is carrying a first aid kit.

Remember – if the trip leader(s) become unable to lead for any reason you and other paddlers may end up taking charge of the situation.

During the paddle,

- Follow the instructions given by the trip leader carefully.
- NEVER leave the group without informing the leader and other paddlers (e.g. join another group of paddlers).
- Communicate honestly, clearly and at an early stage how you are feeling about the conditions and your own health and energy levels. If you feel fatigued, anxious about the conditions or seasick it is important to tell the leader immediately.
- Stay within a range of the leader and the group that permits easy communication. DO NOT paddle away from the group. This applies equally at the end of the paddle and at the beginning!
- Stay within sight. If rock-hopping, make sure that you never paddle through a feature (gap/gully etc) without another paddler watching you. Wait until the feature is clear before you enter.
- Not act recklessly or negligently or in any way that might jeopardise the safety of the group.

- Ensure that equipment used for the trip is suitable for the conditions and is properly maintained.
- Observe the club's environmental policy and avoid disturbance to wildlife (sea mammals, birds etc) or damage to habitats during paddling, landing or launching

Take all reasonable steps to ensure the safety of the group