

**WANSBECK PADDLE SPORTS CLUB**  
**WANSBECK RIVER MANAGEMENT PROCEDURES**

River Wansbeck

The site is on the River Wansbeck and runs from Sheepwash Weir to North Seaton Weir

The site is a Nominated Site under the Club Coaching Regulations.

Grade of Water

The site is graded as Placid Water, under the BC grading scheme. The site is subject to spate conditions and very strong flows can be present. During spate conditions the river is no longer Placid Water and should not be used as a base for coaching except under the direction of a BC level 3 coach.

Coach in Charge

All sessions at the site will be under the control of a Coach in Charge who will be assigned as follows:

- For regular sessions per the rota issued by the Coaching Officer
- For outside groups per the list issued by the Coaching Officer

Any Coach in Charge unable to attend is to find a replacement and inform the Coaching Officer of what is happening.

Assistant coaches unable to attend are to find a replacement and inform the Coach in Charge

Security

There are separate keys for :

- Compound Gate
- Container
- Cadet Building Door Shutter
- Cadet Building Door Padlock

Keys are held by:

- Bjoern Backe
- Chris Scott
- Tom Thomas

The keys can be held by any deployed coach.

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The Cadet Door is to be "padlocked back" such that it cannot close/be closed whilst people are in the building. The Cadet Building, Container and Compound are not to be left open whilst unattended.

All premises are to be securely locked on leaving the site.

Fire Extinguisher

Appropriate fire extinguishers are located throughout the Cadet Building. The Coach in Charge should ensure that all persons responsible for the building are made aware of the location of these.

Smoking

Smoking anywhere inside the compound is prohibited for health and safety reasons. Smoking is also prohibited during club sessions.

Signing in procedure

(a) Regular club sessions

1. All paddlers, including coaches, to sign in to the register
2. Fees to be paid before people change.
3. Membership form to be filled in for any new paddler.

(b) Outside group sessions

1. All trainees to be signed in on the Green Sheet
2. Fees taken

Getting on the water

1. A coach to be in attendance when kit is being issued to ensure that appropriately sized kit is used and is properly worn.
2. The compound to be used for the sizing and fitting of kit and allocation of groups.
3. Coaches to be especially vigilant when groups cross the road from the compound to the grass area and back again.
4. Boats, buoyancy aids, helmets, wetsuits and decks to be taken away from the container for issuing so that issuing can take place without crowding and confusion.

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5. Coach in charge to allocate the role of supervising the movement of boats and kit.
6. Safe manual handling procedures to be followed ( see article by Nigel Timmins circulated to all coaches), this means groups working together to carry equipment.
7. Groups to leave the compound under supervision of their coach team.
8. Coaches to have obtained a weather forecast before the activity and to have considered possible effects on students.
9. A coach ( or their nominated assistant) to be on the water before the first student launches.
10. Seal launching to be appropriately supervised as part of a skill development programme and not to be the standard way of launching. Standard launch procedure to be in a floating boat. No seal launching from the grass/banks.

Getting off the water

1. Coaches to conduct a head count to ensure everyone is accounted for
2. Students to be reminded prior to getting out of the procedure for putting kit away and that the prompt and tidy disposal of kit is as much a part of their session as everything else.
3. Manual handling issues to be observed as for getting on.
4. Buoyancy aids to be returned to the correct hanger, helmets in bins, decks hung up, paddles in racks, boats to be carried to the boat house ready for racking. Dry cags to be returned to the correct hanger in the clubhouse. Slippers returned to the clubhouse.

Hazards

(a) Weirs - This section is entirely between the weirs, coaches can incorporate play in the Sheepwash Weir jet into their session. Only BC Level 3 Coaches should use the North Seaton Weir with groups.

(b) Shallows - beware of students running aground, keep them in the deeper water. Ensure that all capsized, rolling and immersion type of games take place in the deeper water.

Other river users

(a) Rowers - coaches to be alert for boat traffic on the river. Observe general "rules of the road". Pay particular attention to the presence of rowers whilst engaged in activities using the stanchions of the A196 Stakeford Bridge for boat control practice.

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b) Anglers - show respect to others enjoyment of the river and seek to give a wide berth to anglers and their line.

First timers

All paddlers attending club sessions for the first time are to be allocated to an introductory group irrespective of age or professed proficiency. The group should have a specific land based induction to the site allowing them to be kitted out and launch in a calm atmosphere after the rest have launched.

The coach taking this group will attend to the following:

1. Ensure everyone understands the signing in procedure
2. Availability of toilets
3. Personal clothing on the water and bringing a towel and dry set of clothes to change into.
4. Advising the coach at the start of each session about medical conditions, medication and if they can't swim.
5. Instructions on manual handling of boats.
6. Avoiding injury and congestion on the bank.
7. Avoiding dog shit on the bank.
8. Getting kitted out with buoyancy aid and helmet. Importance of a good fit. Generally use canoes for the first session. If choosing to introduce kayaks, decks are not to be worn by students..
9. Parts of the boat and features.
10. Adjusting the boat/paddle for size on the bank prior to putting it on the water.
11. Demonstrate getting out after a capsize. Check for chunky footwear.
12. Demonstrate getting into and out of a boat on the water.
13. Helping each other.
14. Putting gear away at the end.

Spray decks

Spray decks are not to be worn until a capsize and exit test, under a coaches supervision, has been successfully performed in open water. A similar test in the swimming pool does not qualify. Such a test is not part of 1 Star but candidates should be encouraged to complete it at 1 Star.

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First Aid

A first aid box is maintained in the container and in the cadet building. Club First aid kits are available for club coaches and either this or a suitable personal first aid pack to be with each group on the water (see coaching regulations)

The club first aid box to be reviewed for expired stock and renewed annually. A written record of the check signed by the checker is to be kept in the box. A checklist of first aid items is contained in Appendix 6 to the coaching regulations.

Throw lines

Club throw lines are available to coaches from the container.

Head Torches

Coaches to carry head torches at the beginning and end of the season when the daylight is short. Head torches to be carried if a paddle in the dark is planned or a possibility.