

ESCC Safety Policy

1. Introduction

1.1 This policy is based upon and uses information provided by the British Canoe Union document ' British Canoeing Safety Guidelines for Paddlers, Clubs and Volunteers'

1.2 This policy was developed by, and is reviewed periodically and maintained by, ESCC Committee members.

1.3 This policy applies to:

- a) ESCC events and activities directly organised by ESCC (events organised by ESCC will be listed on ESCC Forum).
- b) ESCC volunteers and club members.

1.4 This policy does not apply to ad-hoc activities organised by groups of members or associated individuals.

1.5 Canoeing (paddlesports) is an assumed risk activity and ESCC will take reasonable steps to reduce risk, such as:

- a) Implementation of warnings and safeguards.
- b) Application of risk assessment (the detail and formalisation of risk assessment will be proportionate to the risk, e.g. major event risk assessments to be formally recorded, ad-hoc assessments may be taken by club members in-situ, ongoing or dynamic risk assessments may be taken by leaders on the water).
- c) Risk assessments will consider 'good practice' to include SCA coaching and leadership qualifications and deviations should be risk assessed.

1.6 ESCC will make available to all members the club document 'Safety on the Water'. This confirms to all members the risk inherent with paddlesports and identifies training, competence and kit to mitigate the significant hazards relevant to the activity. The level of risk that children and vulnerable adults may be exposed to should be significantly lower than that of knowledgeable and experienced adults capable of making their own judgements.

2. Policy implementation

2.1 This policy is routinely reviewed annually by the newly elected ESCC Committee. This does not mean it will only be reviewed annually. ESCC Committee will review this policy as and when review is required. ESCC Committee will appoint a Health and Safety Officer who will monitor ESCC Health and Safety policies and report to the Committee at quarterly meetings.

2.2 ESCC members are presumed to be responsible people acting in a responsible manner. It is known that paddlesport activity involves inherent risks. It is also known that good initial training, a gradual building up of experience and expertise, the wearing and use of safety gear allied to knowledge of its use and the canoeing environment, have previously provided a good track record of safety.

2.3 There is a legal responsibility for organisers of activities to see that reasonable precautions are undertaken to ensure safety of participants. Where hazards exist these will be identified and reasonable appropriate precautions taken, including:

- a) Ensuring a risk assessment of event or activity has occurred.
- b) Identified hazards are to be controlled, monitored with 'cut-off' procedures in place.
- c) Providing factual information concerning hazards (ESCC Safety on the Water).
- d) Ensuring each participant has signed an acknowledgement of risk.

2.4 An accident book is maintained by an ESCC designated person (designated annually). It is to be completed after any accident and null returns will be confirmed at quarterly Committee

Meetings.

2.5 Insurance arrangements for members of ESCC (an SCA affiliated club paying the capitation fee for each member) whilst participating in recognised ESCC activities is underwritten by Hiscox Insurance Company Ltd. In the event of an incident, claims procedures published on BCU website will be followed.

3. Arrangements for ensuring health and safety of members

3.1 A policy document outline for club safety was developed by ESCC Committee during Winter 2018-19 and explained to the membership February 2019. This document archive informs all of the details of ESCC safety procedures.

3.2 The arrangements are summarised below:

- a) Members provide ESCC with personal contact details, emergency contact details.
- b) Members notify ESCC of medical conditions.
- c) ESCC provides induction and appraisal + 'Safety on Water' booklet for new members.
- d) ESCC informs members of trips suitable for their demonstrated level of expertise.
- e) ESCC common venues undergo a formal risk assessment.
- f) Novel trip are subject to dynamic risk assessment by experienced members of the group.
- g) Trip reports are archived on ESCC forum and evaluated by ESCC Committee.
- h) Kit is maintained by ESCC under supervision of Committee appointed Equipment Officer.
- i) An accident book is maintained and completed if necessary (see 2.4 above).
- j) A near miss report form is available if required.
- k) First aid kit is found at Sea Front Centre and carried by group members.
- l) ESCC provides first aid training for members.
- m) ESCC provides in-house and supports external training events for members.
- n) ESCC has developed and implements Child Protection and VA Policy.
- o) A BCU/SCA devised series of checklists is available for ESCC members to use (British Canoeing Safety Guidance document).

3.3 Trailer will benefit from an annual service at local garage and is to be checked every journey.