

Health and Safety Method statement - Activities at the Centre - Rev E

The Committee wish to advise that this document **DOES NOT** replace any of the current Method Statements as prepared for Club Activities, it is designed to sit together with the club safe-guards already in place, together with the individual responsibility of its members to adopt and abide with the UK Government Guidelines in respect of maintaining Social-Distancing as far as is reasonably practicable at all times.

The following guidelines will assist members in understanding their responsibilities whilst taking part in activities organised at the Activity Centre -

IF FOR ANY REASON YOU SUSPECT YOU ARE SUFFERING FROM THE SYMPTOMS OF CORONAVIRUS DO NOT ATTEND THE SESSION AND PLEASE SEEK MEDICAL ADVICE AS SOON AS POSSIBLE.

EQUALLY, IF YOU FEEL YOU ARE IN A RISK GROUP OF INDIVIDUALS AS DEFINED BY PUBLIC HEALTH ENGLAND YOU OF COURSE MAY WISH TO REMAIN ISOLATED FROM THE CLUB UNTIL MORE ADVICE IS PROVIDED.

1. As instructed by HM Government and British Canoeing **NO MORE THAN 6 persons** shall be part of an operating group on the water and to facilitate this we will be asking each group of 6 people **to attend the site at set times** to be agreed.

To ensure we understand the number of likely participants you will need to book online for each session

A group of 6 paddlers **CAN INCLUDE** either a British Canoeing trained COACH, OR an experienced Session Leader authorised by the Club. - working on a 1 to 5 ratio with the other paddlers

(WE WILL CONTINUE TO REVIEW THIS GUIDANCE)

2. **Upon arrival at the Club car park** - each person will ensure that they strictly adopt Social - Distancing measures at all times.
3. **Clothing** - All members taking part at this venue will be expected to wear their own clothing appropriate for paddling (No sharing of clothing will be permitted) and should arrange to be already clothed to paddle on arrival.

Changing rooms WILL NOT be available for use

4. **Pre-booking** - Before being allowed to take part you will be required to pre-book in order to attend the session.
5. **Access to Club Equipment** - The boat storage containers and shed doors will have been cleaned and opened by club officials already present on site - and as such you should avoid handling the doors and locks at all.

Equipment that can be leant out for the session from club stores will include :-

- i. A set of paddles
- ii. A Buoyancy aid
- iii. A Boat

Only one person at a time will be allowed to enter a boat container or the shed to collect equipment. **Please only handle those items you need as far as practicable.**

6. **Advice for the Session leader or Coach** - The choice of venue, conditions and area of involvement shall be suitable for **ALL** the paddlers abilities who are involved and this choice of venue will take due

Health and Safety Method statement - Activities at the Centre - Rev E

heed of tidal ranges, weather and other prevailing conditions on the day. No person who is NOT able or experienced enough for the conditions shall be in attendance.

Specific attention shall also be given to the need for less experienced paddlers to use only craft which are the most stable for them, in order for others present to avoid the possibility of having to undertake a water rescue.

7. Access to the water **SHALL ONLY** be via the recognised beach, slipway or hard-stand, **these areas will be cleaned as appropriate by club officials** prior to our use.

Social -distancing to be observed at Launch and Landing at all times

8. **Keep 2metres apart at all times** - The group shall at all times during the event ensure that they remain within the operating parameters and working area agreed at the start of the session. The Coach / Session leader shall continue to monitor conditions on a dynamic basis in case circumstances change.

9. **WET RESCUES AND FIRST AID** - Whilst we wish all involved to have a good time, the over-arching aim shall be to ensure that at no time will there be the need to either undertake a water-based rescue or indeed the need to carry out first aid, both of which would involve breaking social-distancing rules. **In an emergency FIRST AID will of course be given following ST JOHNS AMBULANCE RULES - and if this involves a wet rescue it will be undertaken.** The over-riding intention is to avoid circumstances where the risk of this is heightened

10. **At the end of the session** - all paddlers will continue to maintain social-distancing measures at all times, and as far as is reasonably practicable, during landing their craft as well as returning their craft to the Activity Centre

11. **ALL CLUB EQUIPMENT WILL NEED TO BE CLEANED BEFORE BEING STORED**

Paddlers shall return the borrowed club equipment to **the designated cleaning area** - using the cleaning supplies provided **firstly** thoroughly clean the paddle, and **secondly** the boat **and then** dunk the buoyancy aid in the soapy water and rub down all surfaces whilst at the same time washing your hands in the same water.

When cleaning the boat - take particular attention to the cockpit rim inside and out, the seat (including fixings) , the foot rest and a distance of 1 foot in length around all sides of the boat at the bow and stern of the boat ONLY.

Once all items are cleaned they shall then be returned to the storage container and kept together .

Only one person at a time will be allowed to enter a boat container or the shed to put away equipment. **DO NOT** touch any other equipment whilst returning yours to storage.

12. **NOTE** - If the same person is likely to use the same equipment within 72 hours - this equipment can be used by that person as normal, however, if another person is programmed to use the same equipment as the first person they will not be able to do so until 72hrs have elapsed.

Health and Safety Method statement - Activities at the Centre - Rev E

13. **SPECIAL NOTE - IF AN ITEM OF EQUIPMENT IS THOUGHT TO HAVE BEEN USED BY A POTENTIALLY INFECTED PERSON - THE ITEM SHALL BE CLEANED UPON RETURN TO THE CENTRE TAKING PERSONAL CARE IN THE PROCESS AND THE ITEM WILL BE REMOVED FROM USE FOR 72 HRS PRIOR TO RE-USE**
14. **NOTE - Paddlers who use their own equipment WILL NOT need to clean their equipment at this time.**
15. **ALL Paddlers **MUST** be prepared to either :-**
 - a. Leave the venue in wet clothing or
 - b. Be prepared to change into dry clothing in the car park adopting socially acceptable measures in so doing.
16. **In all cases Paddlers with / without their own equipment shall come prepared to wash their hands with soap /sanitise **prior to Eating or Drinking** and at least before leaving the venue in their own vehicle.**
17. **REMEMBER THAT BY LOOKING AFTER YOUR OWN PERSONAL HYGIENE AND HEALTH YOU WILL IN TURN LOOK AFTER EVERYONE ELSE'S HEALTH TOO.**
18. **REMEMBER - IF AT ANY TIME DURING THE EVENT / SESSION YOU START TO FEEL UNWELL OR EXHIBIT ANY OF THE SYMPTOMS ASSOCIATED WITH CORONAVIRUS YOU SHOULD ADVISE THE SESSION LEADER OR CAOCH AND LEAVE THE SESSION IMMEDIATELY (RETURNING TO THE CENTRE UNDER ESCORT) AND SEEK MEDICAL ADVICE AS SOON AS POSSIBLE .**
19. **TOILETING FACILITIES - ARE NOT AVAILABLE**
20. **SHOWERS AND CHANGING -**
THE SHOWERS AND CHANGING AREAS WILL NOT BE PERMITTED TO BE USED
21. **THE KITCHEN -**
WE EXPECT THIS WILL DEEMED TO BE OUT OF BOUNDS AND NOT TO BE USED UNTIL FURTHER NOTICE