

# Halifax Canoe Club

## Equipment Policy

Halifax Canoe Club maintains an inventory of equipment to enable members to be introduced to and participate in the sport at coached sessions. The club also wants to encourage members to paddle independently when suitably experienced.

This will include a range of kayaks and canoes as deemed necessary to run club activities, and the associated paddles, spray deck, buoyancy aids, helmets and other safety equipment required.

### **Use of Club Equipment**

**On club sessions / activities:** Current club coaches and / or the Equipment Officer are permitted to loan equipment to members and guests whilst on club coaching sessions or activities on club Home Waters or elsewhere (including on club trips). Taster sessions / activities run by club coaches for other organisations (scouts, workplaces etc) should be agreed by committee (Equipment Officer / Coaching Officer) and then treated as club activities.

**Slalom boat usage:** Club slalom boats were purchased through grant award and are intended to give people a chance to try slalom and start racing regularly. Therefore priority will be given to beginners in Div 4 and Div 3. It is expected that once in Division 2 members should be looking to purchase their own slalom boat. Club slalom boats must not be used at events higher than Div 2 or equivalent training sites without the agreement of the Equipment Officer or a slalom coach.

**Independent paddling on Home Waters:** The club wishes to encourage suitably experienced members to become independent paddlers, but recognises that purchasing boats and paddles is expensive. Therefore, the members may use club boats and paddles to paddle independently on Home Water subject to the following conditions:

- Equipment is not required for club coached sessions.
- River conditions are **Green or Amber** and members are suitably experienced for the activity (the club's **River Conditions Policy** provides Independent Paddling Guidance for members on suitable experience / minimum numbers).
- Under 18's can only paddle without a coach present if they are under the direct supervision of their parent or they have been approved through the club's **Young Persons Paddling Policy**.

**Home Waters are defined as the river from below the double weir to the egress steps at the bottom of the whitewater course and the canal between Luddendenfoot and Salterhebble locks (please the club 'home waters' map on the website or notice board).**

**Independent paddling away from the club:** The Equipment Officer is responsible for the loan of equipment to members for use away from the club outside of club coached activities. Any such loans must be agreed in advance with the Equipment Officer. Loans to non-members will only be made in exceptional circumstances with the agreement of the committee.

## **Conditions applying to all use or loans of equipment**

1. **Use of equipment on club coached sessions will take priority over use for independent paddling on Home Waters or elsewhere.**
  - a. Members wishing to use equipment outside of coached sessions should contact the Equipment Officer well in advance to check it is not required for club sessions.
  - b. For use on Home Waters members should check with the lead coach for any planned sessions (e.g. on summer evenings check with the coaches for that evening).
2. Members borrowing equipment to paddle independently must ensure they are fully aware of the potential risk of involved in the proposed activity and appropriate safety.
3. The loaning officer (coach or Equipment Officer) may refuse to loan equipment if, in their opinion, the proposed activity is beyond the skill level/ability of the person wanting to borrow the equipment (advice should be sought from the coaching officer / a senior coach if required).
4. Those borrowing equipment are responsible for these items during the loan and should arrange its prompt return after use. Any lost or damaged equipment must be reported to the Equipment Officer as soon as possible.
5. The loaning officer will undertake a visual inspection of any equipment to be loaned out to ensure that it is safe to use and that it is fit for its intended purpose. Members using equipment for independent paddling should satisfy themselves that equipment is in good condition prior to its use.

## **Access to Club Equipment**

Access to the equipment cage is strictly limited to:

- a) Coaches who are currently on the Halifax Canoe Club list of registered coaches. Coaches will provide members access to equipment for use on coached sessions and trips.
- b) The Equipment Officer

***It is therefore anticipated that club members wishing to paddle independently can provide their own personal equipment (helmet, buoyancy aid and spray deck) as part of their progression to becoming independent paddlers.***

## **Responsibility for Equipment**

All club members have a duty and responsibility to ensure that all club equipment is treated with respect at all times. All members are responsible for ensuring that equipment is returned promptly after use and put away properly (i.e. boats emptied and sponged out, kit hung up to dry).

All club members are responsible for bringing to the attention of the Equipment Officer or a coach any equipment defects whatsoever.

## **Inspection and Maintenance**

The Equipment Officer is responsible for ensuring that all club equipment is maintained in a serviceable condition, and that it remains fit for purpose. Additionally,

the Equipment Officers is responsible, through agreement at committee, for arranging the repair or replacement of any damaged equipment.

This will be achieved through maintaining an inventory of club equipment and inspecting all club equipment (at least annually). Additionally, all buoyancy aids will be float tested at regular periods (annually, or within manufacturer's guidelines) and marked according to the level of buoyancy they provide when tested in deep water.

### **Dealing with Faulty Equipment**

Any person who identifies any fault with any piece of club equipment has a duty and responsibility to clearly label that item as being defective to prevent its further use, and to bring that defect to the attention of the Equipment Officer or a coach.

The Equipment Officer will take all reasonable steps to remedy the defect and return it to use, or remove it permanently from use, whichever being the most appropriate in the circumstances.

### **Contact:**

The club's Equipment Officer can be contacted on [equipment@halifaxcanoe.org.uk](mailto:equipment@halifaxcanoe.org.uk) or the current officer's details can be found in current Yearbook

**Approved:** February 2018

**Next review due:** February 2019