

Evesham Rowing Club



**Rules regarding Conduct
and Safety when at Evesham Rowing Club or
representing Evesham Rowing Club at Regattas
and Heads.**

August 2019

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PREFACE

This booklet provides information and rules for ERC members with respect to rowing at the club and away at other club regattas. It is based on the Clubmark 2013 submission to British Rowing, with amendments.

Rowing at Evesham has a good safety record and this record has been achieved by its members over the years by taking the issue of safety seriously. Following the rules and guidelines in this booklet will help us maintain this record.

Upon joining the club, as a junior or Senior, you will be **directed to the ERC website and shown where to find this information online** for use and retention. *It is mandatory that as an adult member or a parent/carer of a junior member you will be expected to tick the box on the membership application form to say that you have read and understood the Evesham Rowing Club Rules.*

The Club will abide by the British Rowing Regulations and adhere to the safety requirements of the British Rowing RowSafe Guide.

This booklet and its content was approved for use by the Rowing Committee August **2019**

Rules regarding Conduct and Safety when at Evesham Rowing Club or representing Evesham Rowing Club at Regattas and Heads.

Section 1 – Evesham Rowing Club Details

1 – The Club

- ERC is a multi-sport club with an active rowing section with around 150 members.
- ERC has a large clubhouse but a relatively small boathouse for the 60+ boats stored therein.
- The club is situated within park land in the centre of the town

2 – The River

- The Club is on the river Avon. The club operates on the 2.5 miles (4 kilometres) of water between Evesham and Chadbury locks.
- The river is relatively narrow but wide enough to pass safely at most points.
- There are 3 large bends plus 3 linked sharp bends known as the “rugby club bends” where extra caution is required.
- The river is busy with recreational river traffic (cruisers, narrow boats etc) between April and September. There are two Pleasure Cruisers and hire motor and rowing boats – again mainly April to September
- The stretch is heavily used by Anglers during the fishing season (Mid-June to Mid-March).
- Despite most of the river being within the town boundaries most of the river is not overlooked by houses and is rural in nature.
- There is a pathway from ERC downstream to the Rugby Club. Beyond the Rugby club the path often meanders away from the river. Hence, beyond the Rugby Club most coaching and safety activities have to be conducted from a launch.

3 – The Rowing Membership

- Active club members vary in age from 11 to 60+; the club has a large number of juniors.
- Most of the rowing at Evesham is training for competition although some adults row for recreational or fitness purposes.
- Most individuals new to rowing attend a Learn-to-row course before being moved into a Development squad and then the main squads.
- Only a small number of adults row independently of squads, mostly in privately owned boats.
- All junior rowers belong to an age and usually gender defined squads. Their training is supervised by DBS checked coaches. All junior **lead** coaches have an UKCCL2 qualification or are going through process to obtain it.
- All those who coach and come into regular contact with juniors and vulnerable adults must be DBS checked.
- All inexperienced adult rowers are supervised by coaches.
- The vast majority of rowing at ERC is done under the supervision of a coach

4 – Safety Notice Board

The club safety information is on the Rowing Section notice board in the main hall and in the ergo room and contains the following information

- Emergency Telephone Numbers
- Locality Details, Access for Emergency Vehicles etc
- Local river navigation rules, restrictions etc
- Incident reporting forms
- Insurance Information
- Various other safety advice (including Capsize drill information)
- Laminated signs for marking equipment as unusable / unsafe
- Damage books for non-boat equipment (e.g. ergos)
- A copy of Row Safe

Within the boathouse there is

- A booking out diary for boats

Other British Rowing safety posters are displayed at strategic points.

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Section 2 - Land Training

1 – Preparation – Checks

All club members using land training facilities at ERC or partaking in other training under the auspices of ERC (e.g. road running) shall:

- Understand and agree to follow rules on the use of any machines or device being used (e.g. ergometer, cross trainer, etc.)
- Wear appropriate clothing for the activity being undertaken
- Follow any pre or post use safety procedure for any machine or device
- Inform the club and the person supervising the training session of any reason you may be at risk due to current or previous illness or injury and seek medical advice before undertaking the activity. **Do not train if you are ill.**
- Warm up appropriately before undertaking strenuous exercise

2 – After Training

- Clean down rowing machines by wiping handles, seat and then slide
- Report any incidents or defects to a machine or device to your coach or a committee member and tie a “do not use” tag on the equipment

3 – Use of Electrical / Mechanical Training Machines

This includes rowing machines, cross-trainers, stationary bicycles, treadmills etc

In addition to above:

- Each bit of equipment may have a set of safety and other instructions posted next to the equipment. These must be followed
- If the equipment has an electricity supply and you believe this may be damaged do not touch or use the equipment – cordon the equipment off and report the damage to a club officer immediately
- The athletes must respect other club users with regard to the playing of loud music during training sessions on the gym equipment. The sound level should be kept at a reasonable level, especially if the windows in the gym are left open. Alternatively rowers can use personal headphones while using rowing machines
- Rowing machines cannot be taken outside, onto the grass, for training unless approved by the relevant squad coach.
- Shirts and Tops shall be worn whilst training.

4 – Running

In addition to above:

- All athletes running in poor light or at night must wear a reflective bib or an equivalent
- Responsible Adults that refuse to wear a reflective bib must be advised by their coach that they do so at the own risk and will not be covered by club insurance. However, they should be persuaded, where possible, into wearing one for their own safety

- Running at night should be done in areas where there is artificial light and routes planned accordingly
- Coaches must have a “count-out, count-back” system to ensure all runners have returned. If a runner fails to return in a reasonable time then a search party must be sent to locate the missing individual
- Any inappropriate behaviour by members of the public must be reported to a coach or club official. The club will, if necessary, report the matter to the police.

5 – Weight Training

In addition to above:

- Weight Training must be done under the supervision of a qualified coach or instructor. The room is kept locked to prevent unsupervised use of the equipment
- All weight training will be agreed between the person’s rowing coach and his/her weightlifting coach to ensure that the overall training regime is appropriate for the individual concerned.

6 – Junior and Vulnerable Adult Training

In addition to above:

- All athletes under 16 and all vulnerable adults may only train at the club under the supervision of a responsible adult. Ideally this is the coach or a coach helper. A parent or carer may supervise if agreed to by the coach.
- Athletes between 16 and 18 years old may train at the club but should normally be accompanied by an adult or another squad member.

The mixing of regular adult training sessions with regular junior training sessions is to be avoided wherever possible. The exception would be fun events, or training for mixed crews where qualified coaches must be present at all times.

All other athletes, excepting the restrictions outlined above, can land train at ERC without supervision.

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Section 3 - Water Training / Outing Procedure

Risk Assessment

The Safety Matrix should be consulted before all outings.

Safety requirements and procedures depend on the factors included in the ERC Safety matrix; boat type; crew competence, weather and river conditions, supervision etc.

In all cases the Outing Book must be signed by the person in charge indicating the risk level for the outing.

Black Conditions

There is no rowing in Black conditions, i.e when one or more of these below are evident:-

Boat to coach ratio is 6 or more

Water level in Red

Very fast river flow

Very heavy debris in river

Thick Fog

Electric Storm

Lightening

Very high winds or gusts (peaking in excess of 40mph)

Waves over 30cm in height (1 foot)

River Ice

Very busy river traffic (e.g: during a busy river festival)

Darkness (before sunrise and after sunset?)

If Black Conditions do not exist then the risk of the outing should be assessed using the rest of the Risk Assessment

Outing Assessment

High Risk

High Risk is where Black Conditions do not exist but application of the matrix **gives a score above 24 and therefore** the outing is still considered to carry an unacceptable risk. The outing is to be cancelled.

Medium Risk

Medium Risk is where Black Conditions do not exist but application of the matrix indicates that for one or a number of reasons the outing is considered to carry an acceptable risk but due to conditions or the nature of the outing a recovery plan is required before boating. It shall be based on an assessment of the conditions and capability of the crew.

In all cases the most important requirement is to carry a means to communicate with the appropriate people.(e.g. mobile phone).

In all cases where Medium Risk exists a formal Risk Assessment form must be completed and signed by the person in charge.

Low Risk

Low Risk is where Black Conditions do not exist but application of the matrix indicates the outing is considered to carry low risk.

The person in charge may decide to complete and sign a risk assessment form as well **but a Risk Assessment score must be entered in the outing book.**

Change of Conditions during an Outing

If there is a marked deterioration in water/weather conditions during an outing, members should exercise caution and err on the side of safety – e.g. curtailing the outing or restricting activity to calmer water, upstream of the “rugby club bends” or near the club.

Preparation

For all outings, the coach and crew members are responsible for checking that:

- The boat is in good condition and all the safety features **such as** hatch covers, bow ball, shoe restraints **and quick release cords/laces**, buoyancy aids, steering equipment etc. are working and in good condition
- The boat has the correct buoyancy for the weight of the crew
- Everyone is wearing appropriate clothing for the conditions
- **The bow person in all boats must be wearing a high visibility top in yellow, orange or pink**
- Everyone is wearing bright, preferably fluorescent tops **where possible**
- Everyone is wearing close-fitting clothing
- That those that have not passed a swimming/capsize test wear an appropriate buoyancy aid
- Everyone is wearing sun screen in sunny weather
- Everyone is wearing suitable waterproof or water-resistant clothing in unsettled weather
- All have a change of clothing in case of capsizing
- Wellingtons are not being worn by any crew member (rower or cox).
- For **Medium Risk** Outings, the coach or crew has a method of communicating (e.g. mobile phone **in a waterproof bag**)
- Recovery following an incident on the river downstream of the “rugby club bends” is considered a significant risk. The crew and/or coach are advised to carry equipment to minimise the effects of exposure until recovery - including a safety bag containing space blankets

Boat Booking

Before leaving the boathouse the person in charge must:

- Enter the outing details in the Outing book indicating the name of the boat(s), name of the person responsible (usually the stroke), time out and the assessed risk level

On returning the person in charge must:

- Enter a return time in the outing book.
- Enter any damage in the boat damage report book and if appropriate place a “do not use” tag on the boat or relevant piece of equipment

Boat Handling

- All new members shall be shown the appropriate methods of lifting boats on and off the racking and on and off the river to avoid both injury and damage.
- Members should follow the conventional 'chain of command' with regard to responsibility for the boat, giving instructions etc., on and off the water. This rule is intended to ensure one voice giving clear directions. The approved cox/steersperson is normally in charge. With a novice cox the stroke is in charge but that may be delegated to another crew member. In a coxless boat, the steersperson must be approved for the type of boat.

Boating and Rowing Conventions

- New members are shown the correct boating procedures for all outings.
- New members are advised of the navigation rules plus any local rules
- Rowing at race or high pressure in front of ERC is normally forbidden due the busy nature of the area

Incidents

- The captain and WSA must be told that an incident has taken place.
- All incidents and near incidents, shall be entered on an incident report form **by the person involved or the lead coach. The British Rowing forms are on the BR website. Go to the main page and "Incident Reporting" is up in the right hand corner of the front page. An incident can be reported by:-**
 - a) **Using your British Rowing account to log in to the Incident Reporting System on the left. (If you do not yet have an online account, you can easily [sign up for one here.](#))**
 - b) **Using the "Not a British Rowing member, or don't have a British Rowing account?" link to access the Incident Report System as a Non-Member or Member.**
- The Water Safety Advisor or Captain may take action as appropriate and bring learning points to the attention of members.

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Section 4 – Adaptive Rowing

We would discuss the needs and aspirations of adaptive rowers and assess whether or not we have the appropriate equipment. If not, we would direct them to the nearest centre.

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Section 5 – Use of Launches

Only individuals holding a valid RYA Powerboat Level 2 certificate or equivalent may use an ERC Launch. However, the club will accept launch drivers that have been trained and approved by our own existing certified drivers. A record of this approval will be retained within the club records.

1 - Preparation – Checks

- The launch driver is assessed and approved for the boat and knows the rules of the river and any special requirements.
- The maximum number of people expected to be in the launch (including any recovery plan) is within the capacity of the boat.
- All launch equipment is available, working and in good condition:
 - Megaphone (if required)
 - Paddle
 - Launch rescue kits including space blankets, throw lines etc.
 - Buoyancy aids for all in boat
 - Mobile phone in waterproof container with emergency phone numbers
- Check Oil and that Fuel Levels are sufficient for twice the intended use to ensure that there is plenty for any casualty recovery
- Ensure the kill switch is in position and functioning.
- Ensure any drainage bung is in place before launching

2 – Boat Handling

- Launching the boat must be done with a sufficient number of people to prevent injury and damage
- Ensure the engine is not grounded before it is started to prevent damage.
- The kill switch lanyard must be attached to driver at all times whilst the engine is running
- Launches must be used with due regard for other river users.
- **Speeding past moored boats (especially past Sankey Marina and other moorings) or occupied fishing stands is forbidden**
- Normal navigation rules apply.

3 – Return to Boathouse

- Refill the tank – if a coach refills the fuel tank, a valid invoice should be submitted to the Treasurer so that they can be re-imbursed.

4 - Use of Coaching Launches during Casualty Recovery

- Coaching launches are not designed to carry-out a full recovery of a capsized crew but they may, and should, play a significant part in assisting crews to follow capsize and recovery procedures.
- Sufficient fuel must always be available for rescue activities and shall be checked as part of a recovery plan
- Ensure launch has enough capacity (people) to carry out the recovery plan
- Plan how to bring people into the launch (consider high sides, instability, unguarded propeller, etc).
- During recovery assist crews as much as possible e.g. communicate with the recovery team and help ensure that the effects of cold water and weather are minimised whilst waiting for recovery. Bring the most distressed people on board the launch if possible and either ferry them to the bank or return them to ERC
- Help to move the boat to the bank and recover equipment

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Section 6 – Towing Boat Trailers

1 – Comply with the Law

- Anyone wishing to transport ERC boats by road needs to read, understand and comply with the large number of rules that applies to trailing boats.

2 – Employ Best Practice

- See the British Rowing (BR) website and Row Safe (**Section 7 Equipment. 7.2 Transport and Trailers**) that addresses the minimum standards and good practice to be employed.
- More detailed and specific British Rowing guidance is available on the BR website:
 - Driver's Handbook
 - Trailing Towing
 - Guidance for transporting oar propelled racing boats
 - Rowing & Trailers
- Other guidance is available on the following sites:
 - Highway Code - Are you fit to tow?
 - DVLA Driving Licence Requirements for Towing Trailers in Great Britain
 - DVLA Driving a Minibus
 - The Caravan Club

3 – Approval Procedure for Trailer Drivers

- Any driver of ERC boat trailers must undergo and pass an assessment by a competent trailer driver before their first trip trailing boats.
- The assessment will cover basic towing ability and manoeuvring
- Any driver of ERC boat trailers must have a relevant DVLA license that makes it legal to tow trailers. Those that have passed their driving test since 1997 will need to obtain this additional qualification.

4 – Specific Requirements for each Trip

It is the driver's responsibility to ensure:

- The trailer has a spare tyre and tools
- The towing vehicle is appropriate for trailer and the load being carried
- Appropriate insurance is in place.
- The loading plan is appropriate and all equipment is secured correctly
- The nose weight is correct or as a minimum that the weight is correctly distributed
- The tyres (including spare), lights, projection markers and the security of the load, jockey wheel and brakes have been checked
- A passenger is available to help with navigation, manoeuvring and any emergency that may arise
- Drivers will take a break if the journey is in excess of 2 hours
- Driver or passenger has a working mobile phone.
- The weather forecast has been consulted before setting off and the driver is aware of any dangers from high winds, icy conditions, etc. Should the driver feel that conditions are inappropriate or becoming unsafe at any point he/she may abandon the journey and take any measures to make individuals or equipment safe
- Any overhanging boat are hazard marked with light and/or hazard tape

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Section 7 – Rowing in the Sun or heat

Hot summer months pose special hazards for rowers who must protect themselves against heat, sun exposure, and other hazards. People who spend a lot of time in the sun risk developing skin cancer, other skin disorders, eye injuries, heat stress and heat-related illness.

You should take particular care if you have:

- fair or freckled skin that doesn't tan, or goes red or burns before it tans
- red or fair hair and light coloured eyes;
- a large number of moles

ERC require all rowers to take the following precautions when rowing in the sun or heat

- Use a high factor sunscreen of at least SPF15 on any exposed skin.
- Drink plenty of water to avoid dehydration.
- Check your skin regularly for any unusual moles or spots. See a doctor promptly if you find anything that is changing in shape, size or colour, itching or bleeding.
- Wear a hat or sun visor during rowing
- **Wear UV protection layers if necessary.**

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Section 8 – Steering

COXES, COXLESS BOATS & SCULLING

Rules for the steering of any boat at ERC

1 – Use the Risk assessment

- A risk assessment must be completed before the outing based on the ~~Safety matrix~~.
- For squad sessions and junior or novice outings the assessment will always be done by the supervising coach.
- For non-squad outings the assessment must be done by a competent steersperson.
- A competent steersperson is anyone defined by an ERC coach as being capable of steering the boat to be used and who has a full understanding of the navigation rules
- Steerspersons “learning their trade” must be kept under coach or coach helper supervision at all times

The individual performing the risk assessment will consider all relevant issues including the following:

- **water conditions** – e.g. rate of water flow, water conditions, traffic, debris, etc
- **weather conditions** – e.g. visibility, wind direction and strength, etc
- **crew competence** – e.g. experience on our river, technical ability, at sculling or rowing, physical strength, type of outing requirement e.g. racing practice, etc
- **safety factors** – e.g. launch boat in attendance, land-based coach, etc

The cox/steersperson is always responsible for the conduct of the boat during an outing. He/she and any coach must be confident that the combination of conditions and crew competence including his/her own steering skills gives tolerable risk.

2 – Preparation Checks

In addition to the normal outing checks the cox/steersperson and any coach must

- Ensure the crew know what they will be doing during the outing.
- Agree to advise the crew during the outing of any change in this plan if there are any difficulties in steering for any reason.
- Check that any steering mechanism is working correctly and any rudder responds to movement of the handles or shoe
- Confirm the crew is familiar with how to carry out an emergency stop.
- Ensure the boat is booked out in the **Outing log book**.

3 – Circulation Pattern

- The Evesham Rowing Club circulation pattern is as follows. Boats leaving the ERC landing stage shall head down stream on the right-hand side of the river (ERC side) until they reach whatever turning point they intend to use, see item 4 below – Turning Points.
- When heading back upstream towards the clubhouse, boats shall use the Waterside of the river.
- When wishing to return to the landing stage, head upstream towards the landing stage and when you arrive, providing it is safe to do so, keeping a lookout for other river traffic, cross over to the

landing stage. Do not cross over to the landing stage until there is a space on the landing stage for you to use.

4 – Turning Points

- Due to the number of rowers using the river during training sessions it is necessary to use a number of specified points on the river where turning is allowed. When approaching these points make especially sure that the river is clear ahead of you
- **Always try and turn in areas that avoid being in front of fishermen as a matter of courtesy.**

5 – Boat Handling

In addition to the normal outing procedures:

- The cox/steersperson is responsible for taking regular looks ahead to check for other craft and debris as well as maintenance of the boats course. **The cox/steersperson must shout a warning to any other river craft including other rowing boats if they believe a collision is even a remote possibility.**
- If in doubt about clearance of blades or proximity to other objects on the water the cox/steersman must ensure the crew is informed of the danger early and that the appropriate action taken to stop or slow the boat including ensuring the crew does not make the situation worse by pulling harder on side furthest away from the object.
- Always steer the boat with due consideration and respect for other river users and anglers on the riverbank

6 – Coxless “Fast Boats”

In addition to the normal outing procedures and those above:

- A “Fast Boat” outing is one where the boat is being used at high speed. A technical outing in a coxless quad or four may not be considered a “fast boat” and a race training outing in a double may be.
- Normally any outing above moderate pressure in any coxless boat bigger than a double must be considered a “fast boat” outing.
- “Fast Boat” outings should be supervised by a coach in a launch. On the occasion where this is not practical a pre-defined “fast boat” plan is required. This may include boating outside normal squad times and / or using a section of the river marked off limits to other ERC boats for that period.

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Section 9 – Codes of Conduct

Section 9.1 - Code of Conduct – Coaches and their Assistants

Rights - Coaches must respect and champion the rights of every individual to participate in sport

Coaches should:

- Help to create an environment where every individual has the opportunity to participate in a sport or activity of their choice
- Create an environment free of fear and harassment
- Recognize the rights of all athletes to be treated as individuals
- Recognize the rights of athletes to confer with other coaches and experts

Promote the concept of a balanced lifestyle, supporting the wellbeing of the athlete both in and out of sport

Relationships - Coaches must develop a relationship with athletes (and others) based on openness, honesty, integrity, mutual trust and respect

Coaches:

- Must not engage in behaviour that constitutes any form of abuse (physical, sexual, emotional, bullying or neglect)
- Should promote the welfare and best interests of their athletes
- Must avoid sexual intimacy with athletes either when coaching them or in the period immediately following the end of the coaching relationship

Responsibilities – Personal Standards - Coaches must demonstrate proper personal behaviour and conduct at all times

Coaches:

- Must be fair, honest and considerate to athletes and others in their sport
- Should project an image of health, cleanliness and functional efficiency

Must be positive role models for athletes at all times

Responsibilities – Professional Standards - To maximise benefits and minimise the risk to athletes, coaches must attain a high level of competence through qualifications and a commitment to ongoing training that ensures correct and safe practice

Coaches will:

- Provide a safe environment that maximises benefits and minimises risks to athletes in achieving their goals
- Promote the execution of safe and correct practice
- Be professional and accept responsibility for their actions
- Make a commitment to providing a quality service to their athletes
- Actively promote the positive benefits to society of participation in sport
- Contribute to the development of coaching as a profession by exchanging knowledge and ideas with others
- Gain BR coaching qualifications appropriate to the level at which they coach

Section 9.2 – Code of Conduct - Junior Rowers

Evesham Rowing Club (ERC) offers children of all abilities a friendly and safe place to learn and develop their rowing. However, we expect all juniors to abide by our Code of Conduct so that all our members – junior and adult – can enjoy safe and fun rowing.

Please keep this Code of Conduct in a safe place as you may need to refer to it from time to time.

What you must do

- Submit a signed parental consent form every 12 months or advise of changes to the original consent form as soon as they are known.
- Successfully complete a capsized drill and demonstrate that they can swim 100 metres in light clothing.
- Be punctual for training and racing. If you are going to be late or absent you must inform your coach.
- Come to as many of the training sessions as possible. If your attendance falls your rowing will not improve and you may not be selected for crews.
- Come to training with a change of clothing, a towel, a drink and a pair of suitable running shoes.
- Wear suitable kit. If your coach thinks you are inappropriately dressed for the conditions he or she has the right not to allow you to take part in the session. For more information on kit for rowing visit www.britishrowing.org/safety or speak to your coach.
- Respect all club property. Any damage to boats or other equipment must be reported to your coach straight away. Put all equipment away tidily.
- Respect your coach's decisions. The coach will select crews and his/her decision is final
- Obey the rules of any event you row at. Follow the instructions of event officials and umpires
- Behave well at all times. Respect your opponents whether you win or lose

What you must not do

- If under the age of 16 use any club equipment (including boats) without adult supervision. Over 16s must have permission from their coach and the captain before they can use club equipment unsupervised.
- Use a boat without permission. No boat can be used without permission from your designated coach.
- Consume alcohol whilst at or representing the club. The consumption of alcohol on club premises by anyone under the age of 18 is prohibited.
- Use any illegal substance (i.e. drugs). This will result in expulsion from the club.
- Use foul language or inappropriate gestures. It is not tolerated and may result in suspension from the club.
- Post anything on the internet that is offensive or which brings the Rowing Club or any of its members into disrepute. This may result in suspension from the club
- Bully. Bullying of any description is not tolerated
- Misbehave on the club premises

Rowing for ERC at an Event

What you must do

- Pay any fees in advance
- Help load the trailer with boats and blades before and after the event. And all competitors are expected to put everything away properly back at the clubhouse, including the rigging of boats when requested by the lead coach/person in charge.
- Wear Club kit to race in. You coach will advise you on this
- Bring your current British Rowing (BR) card to the event. You must be a BR member to race. Keep your membership up to date
- Bring enough food for the day (& money for any extras) and plenty of liquid (at least 2 litres of water or squash)
- Bring a change of clothes, waterproof clothing, towel, sun cream, hat
- Ensure you have transport to and from the event.

What you must not do

- Use foul language or inappropriate gesture at the event. Abuse of your opponents or an event official will lead to your disqualification.
- Consume alcohol

Concerns

Should you have any concerns about anything to do with your rowing please

Tell your parent/carer

- Raise these or have your parent/carer raise these, in the first instance, with your child's coach
- If you feel it is subject that should not be raised with the coach or you feel your concerns have not been answered then contact the Junior Co-ordinator and / or the club's Child Welfare Officer (CWO)

Finally

Please enjoy your rowing but remember it is just a sport. Your education must always come first

Please note this code of conduct is additional to the Evesham Rowing Club membership rules, a copy of which is available on the ERC website.

Section 9.3 – Code of Conduct – Parents and Carers

Guidelines for Parents and Carers

Evesham Rowing Club (ERC) offers juniors of all abilities a friendly and safe place to learn and develop their rowing. We welcome the support of parents and carers to help provide children with a safe and happy environment in which to row.

A General Code of Conduct for Parents & Carers

- Always set a good example by recognising fair play and applauding the good performances of all rowers including your child's competitors
- Discourage poor conduct at training or at events
- Discourage arguing with coaches, volunteers and officials
- Never punish or belittle a child for losing or making mistakes
- Use correct and proper language at all times
- Help your child recognise good performance, not just good results
- Help with any tasks required for the benefit of the club and its members

The basics

- All membership fees must be paid on time. The annual renewal date is October and you will be sent a reminder. Membership will automatically lapse if payment is not received promptly
- All parental consent forms must be signed and returned to your child's coach on joining the club and advise of changes to the original consent form as soon as they are known.
- Membership will automatically lapse if the form is not received by the announced closing date
- Ensure your child attends training sessions regularly and on time
- Ensure your child has suitable kit and training shoes (plus spare kit + water). The coach will provide details.
- **All junior rowers should have seen the Junior Code of Conduct, 9.2 as above. Please make sure your child has read, understands and applies the Code.**
- A child who is ill (even with a minor cold) or who have an injury should **not** be sent to training. Unless a child is fit to take part in all training activities they should stay at home. You should inform your child's coach, in advance, if your child is to miss a session

ERC Principles

- ERC follows the British Rowing guidelines on junior training. We do not encourage children to do more than the recommended amount of training,
- ERC recognises the importance of a child's education and that this always takes precedence over rowing
- Up to J13 the emphasis is on learning new skills, participation and fun. However, from J14 children increasingly compete in races at regional and possibly national level. Coaches will tend to select those athletes who have made a commitment to their sport.
- Coaches make the decisions on which athletes take part in races. Their decision is final and is based on a child's rowing skills, strength, attendance record, behaviour and attitude. You are welcome to ask coaches how they made their selection decisions but abuse of coaches will not be tolerated.
- Evesham Rowing Club adheres to the British Rowing Policy on Safeguarding and Protecting Children.

Communications

- Keep in touch.
- We have two Yahoo email groups for juniors:
 - Girls: <http://uk.groups.yahoo.com/group/ERCWJuniors/>
 - Boys: <http://uk.groups.yahoo.com/group/ERCJuniors/>
- Please provide an e-mail address for your child on the parental consent form. We recommend the parent/carer also join your child's group so that you are fully aware of what is being said to your child
 - Please provide an e-mail address for this on the parental consent form. If you do not use the internet please advise on the parental consent form so alternative communication arrangements can be made
 - The Groups have file sections where up to date ERC safety and other documentation can be downloaded.

Rowing Events

- Please pay fees on time. Coaches may have paid fees in advance out of their own pocket.
- Parents are expected to attend events in which their child is competing. If you cannot attend please ask a responsible adult who is known to your child to act *in loco parentis*. Coaches cannot be expected to do this.
- Parents are expected to make the necessary transport arrangements to and from events.
- If attendance at an event involves an overnight stay parents are expected to make these arrangements. No child should be sent to an overnight regatta without a parent/carer to supervise the evening and night time stay. Coaches are only responsible for junior rowers during racing times and will not look after juniors overnight. If a child is sent to a regatta without sufficient supervision for an overnight stay parents will be asked to take the child home.
- Before a race your child's coach may need time ALONE with the athletes to go through the race plan and prepare for the race. Please respect this.
- All competitors (with parental help) are expected to load boats and equipment on and off the trailer before and after events. This often makes it a very long day but many hands make light work!

Concerns

Should you have any concerns regarding your child please

- Raise these, in the first instance, with your child's coach
- If you feel it is subject that should not be raised with the coach or you feel your concerns have not been answered then contact the Junior Co-ordinator and / or the club's Child Welfare Officer (CWO)
- All concerns regarding a child's welfare should always be raised with the CWO

Finally

Please get involved in your child's sport. In general, children whose parents are involved get more out of their rowing. We always need people to help and, even if you don't know one end of a boat from another, an extra pair of eyes on the bank and hands on the boat is always useful

Section 9.4 – Code of Conduct – Club Officials and Volunteers

Evesham Rowing Club is committed to ethical, equitable and fair conduct at all times. The essence of good ethical conduct and practice is summarised below. All volunteers must:

- Consider the well-being and safety of participants before the development of performance.
- Develop an appropriate working relationship with performers, based on mutual trust and respect.
- Make sure all activities are appropriate to the age, ability and experience of those taking part
- Promote the positive aspects of the sport (e.g. good health, fair play, friendship)
- Display consistently high standards of behaviour and appearance
- Follow all guidelines laid down by the national governing body and the club
- Hold the appropriate, valid qualifications and insurance cover
- Never exert undue influence over performers to obtain personal benefit or reward
- Never condone rule violations, rough play or the use of prohibitive substances
- Be prepared to undergo a check for Child Protection purposes
- Be prepared to be trained or gain qualifications commensurate with their role at ERC.

Section 9.5 – Code of Conduct – Adult and Senior Club Members

Evesham Rowing Club (ERC) offers adults and senior club members of all abilities a friendly and safe place to learn and develop their rowing. However, we expect all members to abide by our Code of Conduct so that everyone can enjoy safe and fun rowing.

Please keep this Code of Conduct in a safe place as you may need to refer to it from time to time.

What you must do

- Successfully complete a capsize drill and demonstrate that they can swim 100 metres in light clothing.
- Be punctual for training and racing. If you are going to be late or absent you must inform your coach.
- Come to as many of the training sessions as possible. If your attendance falls your rowing will not improve and you may not be selected for crews.
- Come to training with a change of clothing, a towel, a drink and a pair of suitable running shoes.
- Wear suitable kit. If your coach thinks you are inappropriately dressed for the conditions he or she has the right not to allow you to take part in the session. For more information on kit for rowing visit www.britishrowing.org/safety or speak to your coach.
- Respect all club property. Any damage to boats or other equipment must be reported to your coach straight away. Put all equipment away tidily.
- Respect your coach's decisions. The coach will select crews and his/her decision is final
- Obey the rules of any event you row at. Follow the instructions of event officials and umpires
- Behave well at all times. Respect your opponents whether you win or lose

What you must not do

- Use a boat without permission. No boat can be used without permission from your designated coach.
- Use any illegal substance (i.e. drugs). This will result in expulsion from the club.
- Use foul language or inappropriate gestures. It is not tolerated and may result in suspension from the club.
- Post anything on the internet that is offensive or which brings the Rowing Club or any of its members into disrepute. This may result in suspension from the club
- Bully. Bullying of any description is not tolerated

Rowing for ERC at an Event

What you must do

- Pay any fees in advance
- Help load the trailer with boats and blades before and after the event. And all competitors are expected to put everything away properly back at the clubhouse, **including rigging boats** as directed by their coach
- Wear Club kit to race in. You coach will advise you on this
- Bring your current British Rowing (BR) card to the event. You must be a BR member to race. Keep you membership up to date
- Bring a change of clothes, waterproof clothing, towel, sun cream, hat

What you must not do

- Use foul language or inappropriate gesture at the event. Abuse of your opponents or an event official will lead to your disqualification.

Concerns

Should you have any concerns about anything to do with your rowing please raise your concerns with your coach or the club captain.