

***Activity Methods Of Work  
Updated 24/11/2017***

***Stand Up Paddle Board (SUP) Procedures***

## Stand Up Paddle Boarding

**Stand up boarding is split into four distinct areas**

- 1. British Stand Up Paddle Boarding Association Courses**
- 2. Board Paddling as part of an activity session**
- 3. Casual Hire**
- 4. Membership of Centre & use of own craft.**

**The following pages are dedicated to the methods of working that will be adopted by all instructors on the site. Failure to comply with the directives is considered a serious offence that can lead to dismissal.**

**Risk assessments for each section will follow the methods of operation.**

# Waterland Risk Management

## **British Stand Up Paddle Boarding Course & Activity Sessions for Groups**

Waterland is a recognised centre by the BSUPA and the following methods of operation will apply: -

### **Students**

1. All students will have completed a relevant booking and medical form before commencement on a stand up paddle boarding course.
2. All students will have been sent a kit requirements list before commencement on the course.
3. All students will at all time whilst afloat wear an approved and tested flotation aid supplied or checked by a company employee.
4. All students whilst on SUP session will wear appropriate footwear.
5. All students will at all times undertake to follow the requirements of the instructor and failure to undertake those requirements may mean removal from the course.
6. All students will take appropriate care of kit that has been supplied.

### **Instructors**

1. All instructors for BSUPA Courses and taster sessions will be to the standards recognised by the BSUPA at the time that the course is run. The minimum requirements for instructors on site will be a BSUPA Instructor. All instructors will be responsible for making themselves aware of any medical issues concerning their students.
2. All instructors will be responsible, in the first instance in conjunction with the Safety Officer, making a dynamic risk assessment for the conditions for paddle boarding. If any instructor has doubt of the student's ability to cope an alternative activity or other method of teaching must be adopted.
3. All instructors are responsible to brief the students in the appropriate method for kit care.
4. All instructors will be aware and trained in the methods of: -Towing a board, recovery from a board and board recovery using a powerboat, and should as a minimum hold the R.Y.A Level two powerboat certificate with rescue endorsements.
5. All instructors will make sure at all times; the students are supervised.
6. No instructor will allow any student to go on activity unless footwear is worn.
7. The instructor has the role to designate the boarding area in conjunction with the Safety Officer.

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8. The instructor, whilst students are afloat will maintain and carry the issued Safety kit in dry bag.

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9. If games are played due consideration must be made concerning injuries when boards are in close proximity with one another.
10. All clients, where activities deem, will wear helmets as directed by the Instructor.

All Instructors of the centre are responsible to the Health & Safety Officer for the safety of stand up paddle boarding activities.

## **Staffing**

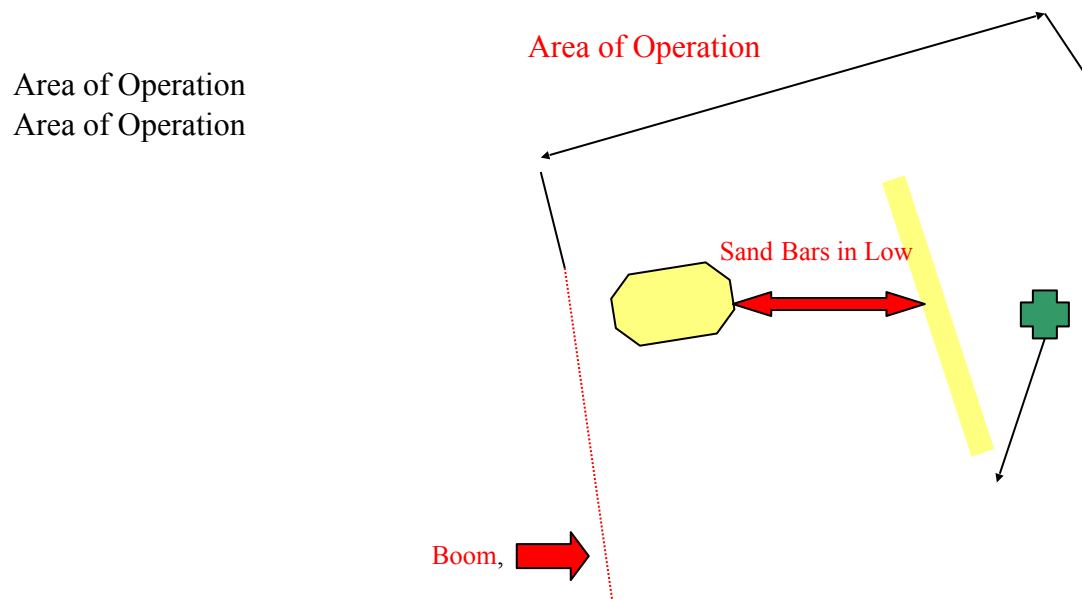
Staffing ratios for courses will be as the BSUPA Requirements 1 instructor to six boards.

## **Launching SUP's**

The hire staff and instructors must be aware of proper launching procedures for Stand Up Paddle Boards and if the jetty or hard areas are used then staff **MUST** inform the users / clients of the potential for falling off and hitting the head. It is strongly advised to use the beach or headland area for launching.

Board Leashes are to be worn, attached to the stern of the board and to the ankle of the paddler. This ensures the board does not stray far from the paddler should they fall off.

# Waterland Risk Management



## Casual Hire Of Equipment

All persons who wish to hire equipment have to prove competency in the hire. This is either achieved through National Governing Body Qualifications or by proving competency by answering questions. No person, under the age of eighteen may hire equipment unless their parent is on site and in physical contact with Waterland staff. Waterland reserve the right to refuse hire to any person that in the opinion of the company does not reach the standards expected to hire.

## Membership

Members must have proof of third party public liability insurance and prove that to the satisfaction of Waterland. Members must never paddleboard alone on the lake, and therefore an additional person standing on the bank or in the craft must be present all times when paddle boarding is going. Leashes, when worn by over 18's only, can be in place of buoyancy aids. All under 18's must wear buoyancy aids, even if leashes are attached.