

# GREAT MARLOW SCHOOL BOAT CLUB



## Membership Agreement 2024/25

This document sets out what is expected of rowers, parents and carers, as well as stating the operating procedure for coaches. The first priority for Great Marlow School Boat Club (GMSBC) is the safety of all individuals involved in the rowing club.

## Rowers

As a rowing member of the Great Marlow School Boat Club I agree to:

- pay attention to and respond to all coaches' instructions in the interest of my safety and that of others
- wear a Personal Floatation Device (PFD) at all times while on the water, unless I have passed the GMSBC swim test and Capsize drill. **N.B. No rower will be able to compete in a British Rowing event, or continue after their first year of rowing, until they have passed their swim test.**
- attend all training sessions as agreed with the coach
- attend training sessions, heads and regattas at the correct time, with all the requisite kit, including a complete change of clothing
- let the coach know **as soon as possible** by email, as well as verbally, if I cannot attend a training session or event
- show respect and consideration to everyone involved with rowing and this includes spectators and remember that you are representing the boat club and the school
- take care of all the equipment. Rowers should check the boat before going afloat for all key safety features- Bow ball, heel restraints, and hatch covers, as well as for any obvious damage/defective parts.
- participate in as many club activities as possible
- help when required

I also understand that not adhering to the above may result in sanctions, or in some cases exclusion from the Boat Club; it may result in further sanctions in accordance with the school's behaviour policy.

## Parents / Carers

As a parent or carer of a rowing member of the Great Marlow School Boat Club I agree to:

- support the Boat Club by ensuring that my son/daughter observes the above
- accept and respect the coaches decisions and instructions
- accept that my son/daughter may be transported to and from training and rowing events by coaches, parents or carers of other members of the boat club
- have in place arrangements for son/daughter to be collected, at short notice from training sessions and/or rowing events, should unforeseen circumstances occur, including adverse weather conditions.
- show respect and consideration to everyone involved with rowing, this includes other spectators and other users or managers of the facilities being used. Please remember that your son/daughter are representing the boat club and the school at all times.

### Data Protection and GDPR

- If your son/daughter wishes to participate in any British Rowing Event they will need to be formally registered by GMSBC. This will include providing an email and postal address, of both parent and student, together with a photograph of the student to British Rowing. By signing this agreement you are permitting us to pass on this information to British Rowing for this purpose.

### Safeguarding

All adults have a responsibility for the 'Duty of Care' of children, therefore the safeguarding responsibilities extend to other schools or establishments undertaking activities alongside GMSBC. If you have any safeguarding concerns and/or questions, please direct these questions to either the school's Designated Safeguarding Lead, Mr Neil Maguire or either of his Deputies for this role, Mrs Karen Craig or Mr Kevin Ford at Great Marlow School.

# Operating Procedures

## **Equipment**

Rowing equipment is expensive and often fragile, hence great care must be taken at all times to maintain what we have.

- Take care of all the equipment at all times.
- Rowers should check the boat before going afloat for all key safety features- Bow ball, heel restraints, and hatch covers, as well as for any obvious damage/defective parts.
- Parts of boats may not be “borrowed” to equip other boats, except by coaches, who will report to [rowing@gms.bucks.sch.uk](mailto:rowing@gms.bucks.sch.uk) that an item has been borrowed from a boat, and return said part after the outing.
- Rowers must draw to the attention of the coach, any issues or defects that arise during the outing.
- All boats should be wiped down after an outing before being put away on racks.
- Blades must be returned to the oar shed and racked neatly on their correct rack.
- All damage to boats must be reported to [rowing@gms.bucks.sch.uk](mailto:rowing@gms.bucks.sch.uk) at the earliest opportunity.

The majority of repair cost will normally be around £300 - £450. Any member causing damage to any equipment may be fined up to £500. This fine will only be imposed if damage is sustained as a result of recklessness or irresponsible behaviour. The coaches will impose the fines and their decision is final.

## **Supervision**

### **Supervision while at Gossmore Site**

Rowers should access the site from Gossmore Park, coming under the A404 bypass bridge. The fenced compound is an area which belongs to MDSBT and is shared with other rowing users. The area upstream of the wooden gate is public land and rowers must respect other members of the public using this land, including but not limited to any walkers on the river path. There must be a coach present at any time rowers are on site, but given the area and sightlines involved, rowers may not be under the direct supervision of the coach at any given time. Rowers should always wear appropriate rowing kit for the climatic conditions. In cold weather a number of layers is advised to be able to adjust insulation depending on activity. In hot weather, a unisuit or AIO is the required minimum fully put on, which means no rowers should be topless.

### **Supervision at other Events and Locations**

Students at events and other locations will not always be under direct supervision of the coaches. The arrangements for the supervision will be explained to the rowers with regards to the specific nature of the event and/or location. As highlighted earlier, rowers at all times must show respect and consideration to other site users and the associated facilities and amenities. Appropriate dress code must be adhered to as outlined above including the availability of spare kit.

### **Supervision on the Water**

The level of supervision will be appropriate to the competency of the rowers being coached.

Rowers will be divided into three categories:

#### **Novices**

Anyone just taking up rowing in any year group. Novice rowers who have not passed the swim test will always wear a PFD. Novice rowers will always be within 200 metres of a coach on a launch and will not be on the river whilst there is an Environment Agency stream warning in place on the stretch of water.

The rowers will remain in this category until they have demonstrated the appropriate competencies. The competencies include:

- Passing the swim and immersion test.
- Successfully completed a capsizing drill.
- Demonstrating a proficiency in a double scull to a standard to be able to compete
- Consideration will always be given to the physical maturation and emotional maturity

#### **Competitive**

These rowers will have demonstrated all of the competencies outlined above. Competitive rowers will always be supported by two launches and be within 1 kilometre of a launch. Competitive rowers will not be on the river whilst there is an Environment Agency stream warning in place on the stretch of water.

### **Elite rowers**

These rowers will have demonstrated all of the competencies of a competitive rower shown above, in addition, have demonstrated the proficiency to compete in a single scull. Typically, this will be Year 10 and above. Elite rowers will always be supported by a launch and maybe up to 2 kilometres from the launch and coach. Elite rowers may be on the river whilst there is an Amber Environment Agency stream warning in place on the stretch of water. As highlighted in the risk assessment document, the coach will consider the local stream and weather conditions and if the decision is taken to train, then the students will be allocated to appropriate boat types.

### **Training unaccompanied**

Elite rowers who wish to go rowing without a coach present, such as in Holidays or after exams are finished in summer term, may do so under certain strict criteria.

- The Director of Rowing has assessed their competence and agreed to them going out unsupervised.
- A confirmation from their parent or carer that they are happy for the rower to train alone and unsupervised.
- There are no Environment Agency River warnings on our stretch of the river.
- They send a text/email to Director of Rowing, before they go afloat and when they return.

The safety of the rowers is our highest priority, and it is important to the Boat Club that parents and carers are aware of the environment in which we row, the coaches will dynamically assess the stream and local weather conditions and where appropriate will amend or cancel training plans.

# Coaches and Launch Drivers Operating Procedures

This document outlines the expectations of the school with regard to the duties and responsibilities of coaches. This is intended as a guide as to the minimum requirements and the safety of all rowers and coaches should be the first priority for all coaches.

## Before going on the water

- Identify which rowers are under your supervision and allocate rowers to crews and to specific equipment to be used (e.g. Rower A and B are in 007 using yellow sculls).
- Confirm that all students are fit, healthy, and in readiness to row. That they have capsizes kit available. There is a bag of clean old kit at the back of the oar shed, if needed.
- Collect PFD and safety bag for launch. Safety Bag to include, first aid kit, throw rope, Knife and tools, thermal blankets.
- Collect fuel and Key for Launch- Fuel store to be locked after fuel is removed and returned
- Visual check of the launch to ensure it is fit for use
- Ensure the supervision arrangements are as outlined in the supervision section of this document above, for novice and competitive rowers, a launch must be deployed on the water before these rowers go afloat.

## Communication

- All coaches must have a serviceable mobile phone with them while at Longridge and on the water, with all other coaches numbers programmed in, as well as numbers for the School, The head teacher (Mr Ford) and Business Manager ( Mr M Ballard). Coaches should telephone each other while on the water, at least once each half hour, where there has been no visual/line of sight communication. This is important to provide updates on any changing conditions, awareness of location and progress of the session.

## On the water

- Have kill chord attached and PFD fastened at all times
- Respect the rules of the river and drive with consideration for other river users.
- Organise your rowers so you can monitor their progress effectively and make sure you are aware of which rowers are upstream/downstream of you at all times.
- For all crews, coaches must check at each stopping point, including the initial rendezvous that all crews are still fit and able to row.
- Should any crew need to return to Longridge, the coach should arrange for that crew to journey home with the expectation that a nominated coach will be following up behind. For example, if a crew needs to turn back at Bourne End Marina, a coach proceeds from there towards Longridge, potentially with other crews. The coach will travel at the pace of the slowest boat but will be sweeping up behind that group.
- At the end of the outing all crews should be off the water before the launch is moored.

## After the outing

- All boats should be racked and wiped down, blades should be stored neatly in the appropriate rack in the shed. Trestles should be stored in the trestle shed or the trailers.
- Coaches should debrief rowers after the outing and that all rowers know what their transport arrangements are and are not injured or in need of support in anyway.
- Coaches must make sure that all rowers from Years 7, 8 and 9 have left Longridge before leaving themselves.
- Return fuel and Key for Launch- Fuel store to be locked after fuel is returned.
- Coaches report any incidents or breakage.

We have read, understood and agree to abide by all of the above information.

Signed ..... (Rower)

Please Print Name .....

Signed ..... (Parent/Carer)

Please Print Name .....

Dated .....

I have successfully completed my swim and immersion test.

Signed ..... (Rower)

Please Print Name .....

Signed ..... (Parent/Carer)

Please Print Name .....

Dated .....

I have successfully completed the capsize test in the river.

Signed ..... (Rower)

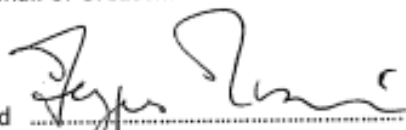
Please Print Name .....

Signed ..... (Parent/Carer)

Please Print Name .....

Dated .....

On behalf of Great Marlow School and Great Marlow School Boat Club.

Signed  .....

Dated 5/9/22 .....

Mr F Murison  
Director of Rowing  
GMSBC