

# Coquet Canoe Club Sea Kayak Session

## Procedures when paddling from Shorebase;

1. Meet at Shorebase at agreed time specified on the Spond Event. Necessary details are recorded on Spond in case of emergency.
2. It is therefore the responsibility of the club member to update their personal details so they are accurate.
3. If using club equipment, use the container keys (in the drawer next to the window in the kitchen) to open the container and take out the boat of your choice. (Or chosen for you.) - Remembering to return the keys
4. Wetsuits, cags, helmets and buoyancy aids are in the Kit Store (The room next to the fire door into the compound.) If you have your own Kayak, unload it from your vehicle practicing 'safe manual lifting'. Dress appropriately for the weather and conditions.

**NOTE** Helmets are mandatory unless you have an issue wearing one.

5. When ready with boat, spray deck and paddle, locate them near to the water's edge on the slipway in readiness for a safety brief before going on the water.
6. Before going on the water, leaders will introduce themselves and the people who are paddling. The leader will take into consideration the ability of each person in the group. Some will be already known and if there is anyone new, they will be expected to give an accurate account of the experience they have in a sea kayak.  
The ration of Leaders to each group will be 2 to 6 group members for calm weather and 2 to 4 group members for more challenging conditions
7. Leaders will already be aware of weather and conditions and will inform the group of the plan for the day. This may or may not involve going out of the harbour. If the group is going out of the harbour, the coast guard must be advised either by phoning and advising them of the group name, number involved, what the activity is going to be and the Lead Call Sign.

**OR** using the following protocol:

- **Procedures for calling the Coastguard on VHF channel 16:**
- **GOING OUT**
- -Call The Coastguard Saying
- "*Coastguard – Coastguard – Coastguard*"

*"This is Coquet Canoe Club in Amble – Coquet Canoe Club in Amble – Coquet Canoe Club in Amble"*

- When the Coastguard replies, Inform them of:

- What you are doing - where you are going- how many kayaks – the time of going out of the harbour - if there will be any rescue practices and approximate return time.
- Wait for further information/instruction from the Coastguard.
- When ending the call to the Coastguard - finish with saying “**OUT**” - This informs that Coastguard that you have finished the conversation.

- **RETURNING TO THE HARBOUR** - Call the Coastguard saying;

*“Coastguard – Coastguard – Coastguard”*

*“This is Coquet Canoe Club in Amble – Coquet Canoe Club in Amble – Coquet Canoe Club in Amble”*

*“We have now returned to Warkworth Harbour and are proceeding back to base **OUT**”*

8. The group will stay together and take instructions from the Leader. The usual procedure for going to/and or around the island is: Proceed to the wave basin to begin with to warm up and get accustomed to the boat. If the decision is to go out of the harbour use the instructions above to inform the coastguard.
9. If there are enough Leaders the group may be split into 2 groups. One may stay in the wave basin to practice skills and the other may go out of the harbour. The choice can be made by the Leader/s or any member of the group may request to stay inside the harbour depending on conditions and ability of the group members.
10. If all have agreed the group will proceed to the Red Buoy where there will be another group check. It is always considered safer to return to the harbour at this point rather than proceed if unsure. If all are agreed the group will continue towards Coquet Island. Depending on the conditions on the day, it will be decided either to go around the island or turn around and go back to the harbour.
11. Group members will be aware of the number in the group and look out for each other as they progress. Keep looking around to see where the other members of the group are, make adjustments to your position if you are drifting away from the others.
12. It is important to stay within talking distance of each other, if someone capsizes the person nearest them will be expected to rescue them.  
As part of our training, we will practice rescues in each session so everyone can rescue and be rescued efficiently.
13. Skills will be practiced as we go along, if the session is in the wave basin we use the natural features to practice skills and it is ideal for practising rescues if you are new to sea kayaking.
14. Paddlers with own personal safety equipment - should know how to deploy and use it. They should know how to rescue other group members and how to be rescued in deep water - and be prepared to use their equipment within the group.

From time to time there will be a club trip on a different section of the Northumberland Coast. The same protocols apply for the trip: Listen to the leader; inform the coastguard; stay together etc, etc.

The club wants you to enjoy your session, however it is your responsibility to inform the Leader if you feel unwell or out of your comfort zone. We will take your feelings

into account while running the session.

Following from above and in line with our governing body, the Club will now only recognise Leaders trained and assessed under Paddle UK terms and conditions. The dispensation to experienced club members to Lead groups out Amble harbour has now been withdrawn.

Any groups going outside the harbour without a qualified Leader will be considered a peer group paddle and therefore not insured.

At the end of each session, all borrowed kit must be cleaned, hung up in the workshop to dry or returned from whence they came.

Club kayaks are to be washed down and returned to the correct container which will then be locked.

For those using it, the changing room area is to be checked and cleared of any remaining kit and the deck squeegeed

**Remember;** It is each individual's responsibility to keep the Club premises neat and tidy