



Aberdeen Schools Rowing Association

Club Guidelines

Approved by Trustees December 2013

The following Regulations are for the guidance of coaches, members and parents regarding all aspects of how Aberdeen Schools Rowing Association is run.

1.0 CLUB ENTRY AND INITIATION TO THE CLUB

1.1 New starts and potential new starts will normally be introduced into the club either through one of the Club's Learn to Row weeks or through our regular Wet Start programmes in schools in the region, but individual applications to join are of course always welcome.

1.2 Further information for first time rowers and parents may be accessed in our FAQs section.

2.0 SWIM TEST AND CAPSIZE DRILL

2.1 The new member must take the next available capsize and swim test, which will include.

- 50 m swim in light clothing
- British Rowing capsize drill.

2.2 Pool sessions will be organised for the swim and capsize drill at the following times:

- October

Additional pool sessions may be arranged should there be demand.

3.0 THE USE OF BUOYANCY AIDS:

Buoyancy aids /life jackets must be worn in all the following situations:

- by all J12 & below members until they have passed the wet skills sculling test while boated in singles or doubles (see Attachment 1).
- by all Wet Start members until they have completed the wet start program.
- By all coxes, inflatable jackets must be worn in bow coxed boats.
- By all coaches / parent helpers while afloat in launches.

4.0 BEFORE GOING AFLOAT

4.1 All members must report to the duty Coach or parent support prior to going on the water to be assigned to crews and boats.

4.2 The Duty Coach will conduct a risk assessment as explained in Regulation 5.1 below.

4.3 Crews under the guidance of the Coach or nominee are to conduct a **review of the condition of boats prior to boating**. No boats are to go afloat that lack or do not have a fully functional:

- Bow ball
- Heel restraints
- Hatch covers

or where the boat is damaged in such a way as to make it potentially unsafe or prone to further damage (e.g. split seams, holes, etc).

Any damage must be reported in the damage log.

4.4 **Crews must only boat with the express permission of, and under the general supervision of, the Coach or his nominee.** In these Regulations, "general supervision" of a coach means that the coach is in the vicinity and aware of the activities of the members under his supervision, and able to come to their assistance within a reasonable time – and what is reasonable will depend on the nature of the activity and the weather conditions.

4.5 Crews must be familiar with the **map of the river, circulation rules, and water safety regulations** on display on the notice board – see Regulation 6.1



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5.0 APPROPRIATE ATTIRE

- 5.1 In winter, rowers should wear several layers of thin, close fitting clothing and a hat. This is to ensure that the effects of cold are avoided. A waterproof “splash top” or similar item should be worn in wet weather. Leggings or tracksuit trousers should be worn. Coxswains should dress in warm and waterproof clothing as appropriate.
- 5.2 In summer, participants need to be careful to avoid exposure to the sun. Peaked caps, sun block, and sun glasses (not necessarily the most expensive brands) should be worn.
Girls should avoid low cut tops in preference to normal T-shirts.
- 5.3 Participants should bring a full change of clothing, spare shoes and a towel with them to each water training session in case of capsizing or rain.
- 5.4 Parents and guardians must ensure that members in their care arrive at the club appropriately dressed and prepared. Anybody who is considered to be inappropriately dressed will not be allowed out on the water by his or her coach.
- 5.5 Parents and guardians must ensure that members in their care arrive at the club appropriately dressed and prepared when travelling to away to events with ASRA. Anybody who is considered to be inappropriately dressed will not be allowed to travel by his or her coach.

6.0 ON THE WATER

- 6.1 Permission for members to access the river will take into account:
 - their individual ability
 - the ability and experience of the crew as a whole
 - the time of year
 - the weather and river conditions on any dayand shall only be given by the Coaches following a **risk assessment** based on the above before boating. The risk assessment need not be recorded in writing.
- 6.2 Coaches may add any additional constraints to outings as he feels appropriate.
- 6.3 Coaches in launches should carry a mobile phone and a club radio with them during outings.
- 6.4 All crews shall **comply with the water circulation routes and local water safety regulations published by the club and the SARA’s Water Safety Code**. These shall be displayed on the Safety Notice board.
- 6.5 In the event of swamping (i.e. the boat fills with water and sinks to below the surface) or capsizing of a boat, the crew should get out of the boat immediately and **STAY WITH THE BOAT**, using it as buoyancy, and await assistance from a launch or from the bank and should not attempt to leave the boat and swim to the shore.
- 6.6 Beginners will progress under the tutelage of one coach, or his specifically nominated delegate, in the following progression:
Quadruple scull > Double scull > Single scull.
At the coach’s discretion members can be fast-tracked in single sculls with coaching given on a one-to-one basis.
- 6.7 Everyone on the water must **behave properly** and must take the activity seriously.
- 6.8 A launch shall be on the water (moored, or in use by a coach) for the duration of the period that members are on the water.
Coaches will provide general supervision of junior crews on the water at all times, but crews will not necessarily be actively coached for the duration of the outing.



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6.9 Crews must **obey the instructions of the coach** at all times, and crews must return immediately to the clubhouse on the instructions of the coach.

6.10 **Rowing in the Dark** is only permitted for experienced athletes / crews.

- All athletes afloat including coxes must wear a white top & hat, so that their position can be easily identified by attending coaches.
- At least one coach must follow crews / scullers up and down river.
- All athletes afloat must be visible to the coach in charge at all times.
- A second coach must be available at the boathouse to perform a rescue if required.
- A safety launch must be available for deployment if required.
- All boats on river must have white bow lights and red stern lights.
- If a capsizes occurs, all athletes must remain with the boat. The coach in charge will raise the alarm by contacting his colleague the boathouse.
- If more than one boat is going out then they should be paired up where possible in a "buddy system".

7.0 ACCIDENTS AND EMERGENCIES

7.1 Any **accident, injury or other incident** that may have resulted in injury, shall be immediately **reported** to the Coach, the Captain or the Safety Officer and the appropriate form completed.

7.2 A copy of **emergency contact numbers** shall be kept on the club notice board. Members and their parents/guardians shall provide this information to the club and shall notify the club of any changes to the emergency contact information.

7.3 Parents/guardians shall notify the club of any special medical requirements of the junior member under their care.

7.4 All near misses should be recorded in the near miss diary on the appropriate date, with details of what happened and who was involved.

8.0 AFTER OUTINGS

8.1 Any **damage** to a boat or other equipment must be **reported** to the Coach and Captain and logged in the damage report.

8.2 Boats and blades must be washed and wiped down before being put away on the correct rack.

9.0 ROWING EVENTS

9.1 The Coaching team shall decide which level of events and which specific events are suitable for junior members to enter and the coaching team's decision is final.

9.2 Competitors will be expected to wear the club's colours. Club kit should be purchased before events.

9.3 Coaches are responsible for the supervision, care and safety of all members at racing events and are responsible for the transport of the members to these events and any accommodation at events.

9.4 Members will be required to pay for entry fees, accommodation, transport etc per event entered. Payment should be made to the coach who has arranged the entry. No refund will be made if the competitor withdraws after the entry has been made.

9.5 Members will be expected to help load equipment on to and off trailers, and to help rig and de-rig their boats, before and after events in which they are participating.

10.0 LAND TRAINING



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- 10.1 Training on ergos may be undertaken only with the express permission and under the supervision of a coach.
- 10.2 Land based training is performed on a Tuesday and Thursday evening from September to March. Every member is required to attend at least one session per week.

11.0 USE OF CLUB HOUSE AND GENERAL BEHAVIOUR

- 11.1 When attending the club, ASRA social gatherings and representing ASRA in racing and other events, members shall **conduct themselves in an appropriate manner at all times.**
Inappropriate behaviour, which detracts from the image of the Club and causes nuisance to others, will not be tolerated and will result in temporary bans or expulsion from the Club.
- 11.2 Under no circumstances may ASRA members drink alcohol, smoke or take drugs at or around the club's premises, or while away at events nor are they permitted to bring alcoholic drinks, cigarettes and illegal drugs to the club for any reason.
- 11.3 Anybody causing excessive noise or using unacceptable behaviour or language will be asked to leave the premises. Please remember that the Club is situated in a residential area.