



Chilliwack Centre of Excellence Paddling Club (CCEPC)

Club Safety Plan

1. The CCEPC will appoint a Safety Officer to the board of directors, with responsibility to oversee all aspects of Safety within the club.
2. All participants in club activities must complete and sign the appropriate acknowledgement of risk form or waiver.
3. All instructors, coaches, volunteers and participants in any events, programs, camps or lessons must be aware of and implement the club COVID-19 Safety Plan and relevant CKBC policies.
4. The outdoor training site must have an Emergency Action Plan available to coaches, instructors, river leaders and organisers in hard copy (and on the ccekakak@gmail.com g-drive).
5. Accident Report Forms must be available in hard copy at all events and training (and on the ccekakak@gmail.com g-drive), and must be completed for all injuries that require medical attention. Athletes may make accident claims through CKBC :
<http://sportbc.com/wp-content/uploads/2018/11/Athletic-Accident-Claim-Form-Markel.pdf>
1. Club instructors and coaches must be adequately trained and competent in kayak instruction, coaching and on-water rescue techniques (e.g. NCCP Lakewater Instructor 2 for flatwater instruction).
2. All Instructors, Coaches and River leaders must have up to date standard first aid with CPR.
3. All club instructors, coaches and volunteers working with youth must have an up to date Criminal Record Check on file with CKBC and have completed the Respect in Sport webinar.
4. Participant to instructor ratios must be safe and appropriate for the conditions (water level & weather) and skill level of the group. For CCE Paddling club flatwater learn to kayak programs the maximum number of participants is 16 students with 2 instructors or 10 students with one instructor + a screened adult volunteer who is a competent paddler.
5. Lessons may be cancelled in case of thunderstorms (using the 30:30 rule) and strong winds
1. During the lesson, the following items must be provided and easily accessible by a minimum of one responsible adult (coach, instructor, certified volunteer or organizer) who is competent in the use of the equipment: Whistle, river knife, first aid kit (checked annually) and throw bag.
2. All provided club equipment must be adequately maintained. Participants are responsible for ensuring their own personal equipment is in good working order.
3. Participants must wear a certified PFD and adequate clothing to prevent hypothermia. Club wetsuits and splash tops are available in case of cold/wet weather. Club PFDs should be labelled with the year of purchase and replaced every 5 years.
1. Boats must have a grab-loop or attachment point and two floatation bags.
2. Participants MUST demonstrate a wet-exit before being permitted to use a spray skirt.
3. Instructors must be familiar with CKBC and CCE paddling club safety, discrimination and harassment policies, and follow them.
4. Communication: All lessons and programs must start with an instructor safety briefing

Outdoor paddling identified RISKS and mitigations

- a) Drowning - participants must wear a PFD and be comfortable swimming in deep water with a PFD.



- b) Lightning strikes – coaches and instructors must follow the Thunder and lightning 30:30 rule.
- c) Hypothermia - participants must dress appropriately for the weather and bring spare dry clothing. Synthetic fabrics that retain warmth when wet should be worn. The club maintains a limited clean stock of paddling clothing that is maintained in good repair, to loan program participants in case of unexpected inclement weather.
- d) Gastro-intestinal upset (untreated water)- keep mouth closed & avoid ingesting the water. Educate participants about risks during pre-paddle safety briefing.
- e) Other injuries - participants must follow instructor safety rules and directions. Failure to do so may result in removal from the lesson.

Whitewater Safety

The CCE Paddling club has adopted the Canoe Kayak Canada Whitewater Code of Safety

http://canoe-kayak.wpengine.com/wp-content/uploads/2014/09/SECTION_13_1_CKCWCODE_OF_SAFETY25_NOV_2009.pdf .

The Chilliwack River, specifically Tamihi Rapids, has a higher level of consequence than some other slalom training sites in Canada due to the fact that it is a natural river with varying water levels. The Tamihi site also does not have a large flatwater pool at the bottom of the course, therefore there is potential for long swims at higher water levels. This whitewater safety plan is therefore specific to our site and needs.

1. The club will adopt the CKC Whitewater Code of safety and promote whitewater safety through all its programs, activities and training.
2. All provided club equipment must be adequately maintained. Participants are responsible for ensuring their own personal equipment is in good working order.
3. Participants must wear a certified PFD, helmet and adequate clothing to prevent hypothermia
 - a. Boats must have a grab-loop or attachment point
 - b. Flotation bags are strongly recommended for all athletes during training, especially those who do not have a 100% reliable roll. Beginner and intermediate skill level paddlers should also use flotation bags during competitions.
4. Participants MUST demonstrate a wet-exit on flatwater before paddling on the river, and must be competent in the principles and practice of self-rescue.
5. Intermediate and advanced level paddlers who are being coached from the bank, must have a competent kayak roll, which is at least 75% successful in whitewater. Otherwise the coach should be coaching from their boat.
6. Participants must be familiar with basic River Communication signals.
7. The minimum recommended group size on whitewater is 3 paddlers.
8. Club instructors and coaches must be adequately trained in swiftwater rescue. An up to date Swiftwater Rescue certification, is strongly recommended.
9. Participant to instructor ratios must be safe and appropriate for the conditions (water level & weather) and skill level of the group. Due to the lack of a flatwater pool below the Tamihi Race site, beginner youth groups should not be paddling on the Tamihi at water levels greater than 1.0m (Slesse Creek gauge). Beginner groups must have at least 1 instructor plus 1 safety boat or a second instructor for every 6 boats.



10. For slalom paddlers in training, under the supervision of a coach (who may be coaching from a boat or from the bank), the following safety precautions are advised:

All numbers are according to the Slesse Creek Gauge:

- a. - River level under 1.2 - min two competent paddlers on the water
- b. - River level 1.2-1.5 - min three competent paddlers on the water
- c. - River level 1.5-1.7 - only expert paddlers with reliable roll on the water plus active shore safety
- d. - River level 1.7-2.0 - only expert paddlers on the water plus safety boat
- e. - River level >2.0 - no club sanctioned paddling

Should athletes wish to train without a coach present, the numbers should be increased by at least 1 athlete per level.

Whitewater Races Additional Safety Notes

1. A Safety boat must be on water during the race, positioned with adequate sightlines of the entire course. If the water level is >1.2m (Sleese gauge) two safety boats are required.
2. During the events, the following items must be provided and easily accessible on both sides of the river by a minimum of one responsible adult (coach, instructor, certified volunteer or organizer) who is competent in the use of the equipment: Whistle, river knife, pin kit, first aid kit, and throw bag.
3. At least one volunteer on site must have up to date first aid certification with CPR and be willing to act as designated first-aider.
4. Flotation bags are recommended but are not required for races. Beginner and intermediate skill level paddlers should also use flotation bags during competitions.
5. Participants must be familiar with basic river communication signals.
6. All club instructors, coaches and volunteers working with youth must have an up to date Criminal Record Check on file with CKBC.



COVID-19 Risk mitigation procedures and policies

The CCEPC will follow CKBC COVID-19 risk mitigation guidelines as the minimum standard to formulate a club-specific COVID-19 response plan.

In addition, by CCEPC board approval, the following March 2021 CKBC COVID-19 policies were adopted:

- Policy #1 - CKBC COVID-19 Response Plan Policy
- Policy #2 - Outbreak Policy (updated): Participants must self-report symptoms using the RAMP online AP.
- Policy #3 - Sickness Policy (updated)
- Policy #4 - COVID-19 Return to Paddle Education Policy
- Policy #5 - Non-Compliance to COVID-19 Related Policies and Guidelines
- Policy # 6 - COVID-19 Code of Conduct (updated)

CCEPC COVID-19 Safety Plan

The CCEPC is committed to the following current priorities:

- Health and safety of all members.
- Abiding by all Provincial and Municipal health authority COVID-19 requirements.
- The practice of physical distancing (now increased to 3m for sports).
- Inexpensive community recreation and organized play.
- All participants must be registered club members (no drop-ins until further notice).
- All participants must sign an acknowledgement of risk in relation to COVID-19.
- Maximum group size of 12 for youth (10 participants, 2 instructors) and 10 for adults.

Outbreak policy

If any staff, program participant or volunteers become aware of any case of COVID-19 within the club membership, they must report it immediately to Jennifer Wakeling CCE Paddling Club President ccepaddlingclubboard@gmail.com, who will alert the relevant authorities (CKBC, CKC and appropriate BC Medical Health Officer)

Facility considerations:

Access to the CCEPC boathouse will be limited to instructors /coaches ONLY during lessons and camps. Club volunteers and board members who wish to access the boathouse must consult the lesson/program schedule and/or consult with instructors, and will be responsible for disinfecting any surfaces or equipment that they touch whilst in the boathouse. No more than 3 people permitted in the boathouse at any one time (no lesson/camp participants). Laminated signs indicating restricted access must be posted on the boathouse door.

A hand-washing station will be set up outside the boathouse for participants to wash hands on arrival. This will include water, liquid handsoap, basin, paper towels, hand-sanitizer.

Instructors are responsible for getting club equipment out for lessons, cleaning and disinfecting it and returning it to the boathouse. They must wash hands and put on gloves and mask prior to handling shared equipment. After use, boats and paddles will be wiped dry and sprayed with dilute bleach (80mls per litre). PFDs & spray skirts will be cleaned with soap and water and hung to dry (must be dry before



re-use) – see separate cleaning and disinfection SOP. Equipment that will be used by the same participant the following day does not need to be cleaned, but must be CLEARLY marked with participant's name and flagging tape and stored together overnight (PFD, spray skirt and paddle in boat). No private equipment to be stored in boathouse.

Participants using their own equipment during club programs and lessons are entirely responsible for that equipment, including cleaning, disinfection, transport and storage.

Instructors or volunteers must disinfect commonly touched surfaces at the boathouse, such as doorknobs, at least once daily.

Equipment

If possible, to minimize risk of COVID due to shared equipment, and decrease the need for instructors to transport shared equipment, regular whitewater lesson participants will be asked to sign out clean equipment for the duration of their lesson-set. In this case equipment will be cleaned and disinfected on return to the boathouse.

Participant considerations:

- Youth group maximum will be 12, adult group maximum will be 10
- All participants must be registered club members.
- Participants will be required to wash hands before and after lesson, before eating and after going to the washroom.
- All participants must abide by COVID-19 related policies and guidelines (see non-compliance policy).
- Participants must self-assess for symptoms each day and complete a wellness questionnaire: they must also agree to stay home if sick.
- Refunds for cancelled slalom training (full-time participants) are: \$10 for every session less than 20 training sessions offered per calendar month up to a maximum of \$200 refund per month.
- If the club cancels a lesson or program due to instructor illness or club COVID restrictions, a 100% refund will be applied.

Staffing and schedule:

- For all youth lessons: two instructors (or one instructor and one screened adult volunteer if the group is 6 or fewer participants) on staff for all lessons and camps. For family groups (with at least one parent paddling) and adult private lessons: one instructor per 6 participants.
- Summer instructors have 3 paid sick days and must not work if sick. For emergency coverage call the following club members that are NCCP coach/ instructors: Jon Allen, Brendan Curson, Isabel Taylor, Josh Askew or Jake Kryworuchko.
- Lessons and recreational paddling programs are typically 60 minutes long but are scheduled in 90 minute blocks to allow adequate time for pick-up, drop-off, cleaning and disinfection of equipment, handwashing etc.

Education plan:

- All club members will receive regular COVID-19 updates and reminders by email.
- All lesson and camp participants will receive a copy of relevant COVID-19 policies and COVID-19 code of conduct, at the time of registration, by email.
- All club COVID-19 policies and procedures will be publically available on the club website.



- Cancellations and other last-minute changes to schedules/ policies will be communicated by email and on Facebook.
- Laminated posters relating to COVID-19 policy, health precautions, handwashing, cleaning and disinfection SOP and facility access will be prominently posted at the boathouse.

Slalom paddling:

- Participants must use hand sanitizer before handling gate lines. The same participant should raise and lower the same gates for each training session.
- Coaches will use their own personal timing devices and training aides (e.g. cell phone for video)

Whitewater paddling:

- Includes instructor-led community whitewater night and whitewater lessons.
- To enable physical distancing and avoid boats bunching in eddies, groups of more than 6 people will be split into two groups, of up to 5 participants + 1 instructor, and will work on physically separated areas of the river but within sight of each other and within hailing distance .
- Shuttle: no ride sharing or shared shuttles permitted until further notice
- To avoid swims and rescues, participants must paddle well within their ability and should have a good roll – participants are strongly encouraged to take a lesson and refresh paddling skills if needed, before joining the community whitewater night paddles.
- For whitewater activities participants must provide their own PFD and helmet. We also strongly encourage participants to use their own boat/ paddle/ sprayskirt. Although we typically provide equipment free of charge for club members, we will be implementing a small fee this year for the free community whitewater paddles, to cover the extra instructor time and consumable expenses needed for cleaning & disinfection of equipment between users.

Excerpts from Viasport Guidance December 2020

- **Travel to home club:** Individuals are permitted to travel to their home club for the purpose of sport. Home club is defined as the sport organization, club, or facility at which a person is registered for ongoing sport programming.
- **High performance exemption:** High performance athletes are individuals who have been identified to a targeted athlete list with the Canadian Sport Institute Pacific by their respective Provincial Sport Organization or National Sport Organization. A person, who is a high-performance athlete who is already training in B.C. may train, compete and travel for that purpose if they follow the COVID safety protocols of their respective provincial or national sport organization.