

Canoe Kayak Canada Code of Safety

Sprint Racing Discipline - 2018

CANOE KAYAK CANADA CODE OF SAFETY	1
SPRINT RACING DISCIPLINE - 2018	1
SECTION 1 INTRODUCTION & SCOPE	2
1.1 PURPOSE & AUTHORITY	2
1.2 DISTRIBUTION	2
1.3 MAINTENANCE	3
SECTION 2 IMPLEMENTATION	4
2.1 APPROACH	4
2.2 CLUB IMPLEMENTATION	4
SECTION 3 SAFETY OF PARTICIPANTS	5
3.1 SAFETY OF PARTICIPANTS	5
3.2 AWARENESS OF RISKS	6
3.3 RESPONSIBILITIES OF THE PARTICIPANT	7
SECTION 4 RESPONSIBILITIES OF CLUBS	8
SECTION 5 CANOES, KAYAKS, DRAGON BOATS & EQUIPMENT	10
SECTION 6 SAFETY AT REGATTAS AND IN TRAINING	11
SECTION 7 RESPONSIBILITIES OF CLUB SAFETY OFFICER (“OFFICER”)	12
SECTION 8 RESPONSIBILITIES OF OFFICIALS AND VOLUNTEERS	13
SECTION 9 RESPONSIBILITIES OF COACHES	14
SECTION 10 RESPONSIBILITIES OF BOAT DRIVERS	15
SECTION 11 COLD WATER CONDITIONS & GUIDELINES	17
SECTION 12 SEVERE WEATHER REGULATIONS	18
12.1 REGATTAS	18
12.2 REGULAR PRACTICE TIMES	18
SECTION 13 WEATHER CONDITIONS AND HEALTH PRECAUTIONS	20
13.1 WEATHER CONDITIONS	20
13.2 RECOMMENDED EXTREME WARM TEMPERATURE GUIDELINES	20
SECTION 14 BOAT TRAILER SAFETY	22
14.1 TRAILERS	22
14.2 CARS/VANS/TRUCKS	22
SECTION 15 SANCTION FOR NON-COMPLIANCE	22
SECTION 16 APPENDICES	23
<u>APPENDIX A – CANADIAN RED CROSS SWIM KIDS LEVEL 6</u>	23



APPENDIX B – CLUB SAMPLE – RELEASE OF LIABILITY WAIVER (OVER 18) / CLUB SAMPLE – INFORMED CONSENT AND ASSUMPTION OF RISK FORM (UNDER 18)	23
APPENDIX C – COLD WATER EFFECTS	23
APPENDIX D – CANADA SHIPPING ACT, SMALL VESSEL REGULATIONS	23
APPENDIX E – EMERGENCY ACTION PLAN, TEMPLATE	23
APPENDIX F – ACCIDENT REPORT FORM, SAMPLE	23
APPENDIX G – FIRST AID KIT CHECKLIST, SAMPLE	23
APPENDIX H – PAR-Q & YOU (FOR BEGINNER PARTICIPANTS)	23
APPENDIX I – PARTICIPANT PROFILE	23
APPENDIX J – COLD WATER PARTICIPATION – ADULT WAIVER / COLD WATER PARTICIPATION – INFORMED CONSENT AGREEMENT - YOUTH	35
REFERENCES	24

Section 1 Introduction & Scope

1.1 Purpose & Authority

Canoe Kayak Canada's (CKC) primary objective is the safety of all individuals who participate in the sport of paddling. This Code of Safety aims to achieve that objective by outlining the standards to be employed by CKC Sprint Member clubs in all sprint racing disciplines. The guidelines presented in this Code of Safety are the minimum requirements for Clubs and Divisions and represent CKC's official safety policy. All clubs should carefully review these standards to ensure their familiarity with them.

Comments with respect to this Code of Safety should be directed to the CKC Domestic Programs Director, or to your Flag Officer. We must be alert to the possibility of injury or accident when in a water environment. Your recommendations and suggestions to help further develop this Code are most welcome and will be incorporated wherever possible to make our sport safer and to reduce the opportunities for injury or accident.

The Code of Safety was developed within parameters set by standards and best practices in risk, emergency, and continuity management. The Sprint Racing Council is the approval body responsible for oversight, maintenance, and recommended changes to Canoe Kayak Canada's Code of Safety.

1.2 Distribution

The Code of Safety is available electronically for all Registrants, Clubs, Provincial and Territorial Sport Organizations. Hard copies may be distributed at the discretion of the CKC Programs Director and stored in a secure place.



There are various sample documents available in the Appendix section of this Code. They are provided in order to assist CKC Sprint Member clubs to operate in a safe manner. Some forms are easily modified to fit the particular rules of each club. Appendix B should NOT be modified and are strongly advised for CKC Sprint Member clubs (they are also mandatory for CKC sanctioned events, so it is in the Clubs' best interest to utilize them for all events and activities). Individual insurers may include their own waiver forms in order to protect the Club, although CKC recommends that the CKC Adult Release/Waiver (adults) and CKC Informed Consent Agreement (minors) provided in Appendix B be completed for Club related activities.

1.3 Maintenance

Accountability for Code of Safety development and maintenance rests with the CEO of Canoe Kayak Canada, the CKC Director of Development, the Domestic Development Committee, and the Sprint Racing Council.

This accountability is for:

- The development of the Code of Safety and managing any future revisions,
- Ensuring the systems and response structure are in place and able to meet the requirements set out in the Code of Safety,
- Ensuring an audit of the Code of Safety takes place at least every two years

Clubs are responsible:

- For keeping their Code of Safety documents current (including appendices) and ensuring that all revisions are appropriately filed,
- Studying all new material issued and incorporating it into their activities,
- Suggesting changes to the DDC to correct existing material and contributing new text material to improve the quality of the Code of Safety



Section 2 Implementation

2.1 Approach

The implementation of a Code of Safety is a complex task because many people are involved at various levels. Thus, one of the key elements of effective implementation is teamwork. In other words, all the people concerned with the Sprint Racing Discipline need to know their roles and how to evaluate and minimize the risks faced by any individual involved in the sport. Please identify which role(s) you assume in our sport.

What is your role in team safety?

- participant (athlete)
- coach
- official
- parent
- volunteer
- boat driver
- spectator
- site manager or employee
- administrator

After you have identified your role(s), you will be able to better intervene and interact with the other team members. In this way, you will contribute to the creation and maintenance of a secure and safe environment.

The Canoe Kayak Canada Code of Safety operates under the regulations of Transport Canada. All users of this Code of Safety should be familiar with the Office of Boating Safety's "Safe Boating Guide". For convenience, the Guide is referenced in this document. It can be accessed at the following internet address: <http://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf>

2.2 Club Implementation

Clubs are responsible for implementing the Code of Safety by establishing a Club Safety Officer, and by adhering to the guidelines as outlined in Section 4 "Responsibilities of Clubs". This includes establishing various safety protocols, providing safe equipment and communicating safety guidelines to participants.



Section 3 Safety of Participants

3.1 Safety of Participants

1. A participant is defined as a person who is taking part in an on-water paddling activity under the sanction of a CKC Sprint Member club, of a Divisional Flag Officer or of the Sprint Racing Council. A participant is bound to follow the rules of their racing class (as defined in CKC rulebook) they are deemed to be in on January 1 of any given year.
2. Clubs must ensure that potential participants have sufficient swimming ability prior to their participation in water-related programs. All participants should, as a minimum, be able to swim at the level of the Canadian Red Cross "Swim Kids Level 6". To reach this level the participant must meet the requirements detailed in Appendix A - Canadian Red Cross – "Swim Kids Level 6"
3. Any individual, whether they be a participant, officials, volunteer or any other who does not pass a club swimming test must wear a Government of Canada approved Personal Flotation Device ("PFD") in the manner in which it was intended while engaged in all on-water activity.
4. All U15, U13, and U11 paddlers who are not required by the paragraph 3 above to wear a Government of Canada approved PFD must nevertheless wear a PFD, of a type acceptable to the paddler's division, in the manner in which it was intended while engaged in any on-water activity.
5. Cold Water Conditions require special safety precautions. When the water temperature is below 8 degrees Celsius, this is considered 'Cold Water' and the following precautions apply:

Participants below the age of 18 shall wear a Government of Canada approved Personal Flotation Device (PFD). The participants shall also be accompanied by a safety boat during on-water training.

Participants 18 years of age or older are strongly advised to wear a Government of Canada approved PFD. The participants should be accompanied by a safety boat during on-water training. Should participants 18 years of age or older choose not to wear a Government approved PFD during training they do so at their own risk.

Clubs shall require any athletes who are participating in Cold Water Conditions to sign either a Cold Water Adult Waiver Form or a Cold Water Youth Informed Consent Form (Appendix J).

NOTE: Coast Guard Regulations with regard to safety equipment still apply. (See Section 9 - Cold Water Regulations & Guidelines and Appendix C – Cold Water Effects).



6. All participants engaged in dragon boat paddling must wear a Government approved PFD while in the boat.
7. On-water practices or competitions should not take place earlier than one-half hour preceding sunrise, and not later than one half hour after sunset, e.g. if sunrise is 6:30 A.M then practices may not start before 6:00 A. M. If sunset is 8:40 P.M. then practices should be completed (paddlers off the water) not later than 9:10 P.M. If a practice extends beyond these times, the following shall be required:
 - i. All boats must be equipped with operating navigation lights in accordance with the Office of Boating Safety standards
 - ii. All participants must wear approved PFD's

3.2 Awareness of Risks

8. All participants should know that practicing canoe or kayak involves some risks and dangers. These risks and dangers include:
 - a) The hazards particular to the activity(ies);
 - b) Executing strenuous and demanding physical techniques;
 - c) Water hazards, terrain obstacles, waves, unstable surfaces and extreme weather conditions;
 - d) Vigorous physical exertion, strenuous cardiovascular workouts and rapid movements;
 - e) Exerting and stretching various muscle groups;
 - f) Failure to properly use any piece of equipment or from the mechanical failure of any piece of equipment;
 - g) Contact, colliding, falling or being struck by other participants or equipment;
 - h) Blunt force trauma, serious soft tissue injuries, broken bones, or spinal cord injuries which may render the participant permanently paralyzed;
 - i) Surface abrasions, entanglements, entrapments or flying objects and debris; and
 - j) Drowning including but not limited to, equipment failure or entanglement, falling out boat/watercraft into the water or being knocked unconscious in the water; and
 - k) Cold water conditions resulting in hypothermia and the potential risks and hazards above.
9. Participants under eighteen (18) years of age will be required to submit an **INFORMED CONSENT & Assumption of Risk** Agreement, which is signed by their legal parent or guardian, indicating that they are aware of the risks associated with Sprint Racing Canoeing and Kayaking (see recommended form in Appendix B). This Agreement will be signed and submitted prior to their participation.



10. In order for a person aged eighteen (18) years of age or older to participate in a training program or competition, they will sign a **WAIVER** stating that they are aware of the risks associated with Sprint Racing Canoeing and Kayaking (see recommended form in Appendix B).

3.3 Responsibilities of the Participant

11. To observe all safety rules that may affect their own safety and/or the safety of his/her fellow participants.
12. The participant will:
 - a) Inform the coach of any change in their health which may affect their ability to safely participate in Club programs, or which affects their well-being, or may endanger the safety of the other participants.
 - b) Inform the coach that he/she is using or under the effect of any medicinal drug.
 - c) Refrain from drinking alcoholic beverages or using drugs, reasonably prior to as well as throughout the duration of their participation, which may affect their ability to train or compete in a safe manner.
 - d) Be aware of hypothermia and other water-related dangers, and how to take the appropriate measures and precautions (See Section 11, Appendix C).



Section 4 Responsibilities of Clubs

1. Every Club will post the CKC “Code of Safety”. The Club will promote the CKC “Code of Safety” and any visual aids on water safety, lifesaving, hypothermia or resuscitation procedures.
2. Every Club will draw up and display a “Code of Practice”. It should include a plan of the local waterway, drawing special attention to local rules and hazards. Attention should be drawn to any local variation to national procedures that may be necessary due to other boat traffic, currents, tides, underwater hazards, winds and/or other climatic conditions.
3. Every Club will appoint a Club Safety Officer and forward name and contact information to Division Flag, by May 31 of each year. The responsibilities of the Officer are outlined in Section 7.
3. Clubs will ensure that potential participants (Coaches, Officials, Volunteers, Paddlers, etc.) have sufficient swimming ability prior to their participation in water-related programs. All participants should, as a minimum, be able to swim at the level of the Canadian Red Cross “Swim Kids Level 6”. To reach this level the participant must meet the requirements detailed in Appendix A - Canadian Red Cross – *Swim Kids Level 6*
4. Member Clubs will abide by relevant worker safety regulations related to water safety and drowning prevent in place in their Province or Territory and ensure that their staff are compliant where applicable.
5. Every Club will have an Emergency Action Plan (EAP), which has to be posted and known by key administrators, employees, volunteers and coaches (see Appendix E).
6. A list of Emergency telephone numbers will be displayed prominently (see Appendix E Emergency Number Card).
7. Every Club will maintain a First Aid Kit (see Appendix G – Sample First Aid Kit Checklist) and an accessible telephone.
8. Every Club will record accidents which occur during Club sponsored activities. Accident Reports will be maintained with the Club membership database and provided to CKC upon request. (See Appendix F – CKC Accident Report Form).
9. Clubs will evaluate and ensure the safe and proper working condition of all equipment, as outlined in Section 5.
10. Clubs will promote water-safety and take active steps to encourage members to learn life-saving techniques.



11. Clubs will take active steps to ensure that coaching staff are trained in life-saving and resuscitation procedures by attending courses and other appropriate measures.
12. Clubs will promote the “Safe Boating Guide” published by Transport Canada.
<http://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf>
13. Club activities should be co-ordinated with those of other water users to minimize the risks of accident.
14. All new participants at Clubs should complete the “Par-Q & You Plus” questionnaire before engaging in Club programs. A copy of the completed questionnaire should be kept on file by the Club (see Appendix H – Par-Q & YouPlus).
15. All new participants should also complete the “Participant Profile” before engaging in Club programs. A copy should be kept on file by the Club and updated as membership is re-newed. It should be readily accessible in emergencies (see Appendix I – Participant Profile).* should this be permissive language or should it say “participants will ...”



Section 5 Canoes, Kayaks, Dragon Boats & Equipment

1. All canoes, kayaks and dragon boats shall be maintained in a safe and floatable condition.
2. Racing canoes and kayaks have special exemptions under the Canada Shipping Act, Small Vessel Regulations (see Appendix D for a full description).
5. All motor-boats or other craft used for coaching, officiating, or for regatta safety must meet the minimum requirements as set down in the Canada Shipping Act, Small Vessel Regulations. In addition, there may be Provincial or municipal regulations which may also need to be followed. The following website address will take you directly to the minimum equipment regulations for powered pleasure craft not over 6 meters in length:
<http://www.tc.gc.ca/eng/marinesafety/debs-obs-equipment-menu-1790.htm>
6. All equipment on land and water must be fastened properly per equipment safety guidelines. This includes following proper installation procedures and wearing appropriate safety gear. On land, all tents, tables, signage, towers, equipment and other materials must be secured. Should high winds or other severe weather create an unsafe environment then due diligence has not been fulfilled. This further includes power sources and electrical cables that may come into contact with water, and ensuring they are properly covered, away from spectators, and otherwise free from causing harm.



Section 6 Safety at Regattas and in Training

1. At all inter-divisional CKC Sanctioned Regattas, all U15, U13 and U11 Paddlers must wear a Government of Canada approved PFD in the manner in which it was intended while engaged in any on-water activity.
2. Paddlers may not be “tied”, “strapped”, or “secured” to the boat or its floor board, in any manner, during training or in competition.
3. All inter-club regattas (inter-Divisional, or inter-Provincial) **must** be sanctioned by the Flag Officer. A **minimum** of three (3) Divisionally accredited Officials **must** be in attendance and be actively officiating at the regatta. One National Level official **should** be in attendance. The host club must have a minimum of one (1) Club Safety Director present at all times.
4. All the appropriate emergency measures **shall be** put into place on the regatta site, as per the Emergency Action Plan and any further planning and the following items should be available: drinking water, ice, blankets, adequate sanitation, and first aid kit.
5. Local paramedic services should be informed about the hosting of Divisional regattas.
6. Telephone communications **will be** available at the site to use in event of an emergency.
7. At least **three** safety boats, including Officials boats, shall be “on-the-water” a minimum of 10 minutes before start of and during all races.
Safety boats will operate with maximum of two persons: Operator and helper/spotter.
8. At least two (2) members of the safety crews must **be** trained in basic first aid, life saving and cardiopulmonary resuscitation.
9. Paddlers **must not** purposely jump out of their boat at any time during a regatta or throw their equipment while on the water.
10. Where possible, paddlers should stay close to shore during rough water and/or cold weather conditions.
11. Crews of War Canoes and Dragon boats must use the “buddy system”. In other words, each paddler **must** identify a “buddy” at the start of the practice. In the event of a tip, each paddler **must** find their buddy.



12. In the event of an overturned War Canoe or Dragon boat, the captain, coxswain or steersperson **must** count heads to ensure that all paddlers have their head above water and are not experiencing difficulty
13. The safety precautions of the CKC Sprint National Championships are governed by the National Championships Technical Package and are considered to be additional to the Code of Safety.

Section 7 Responsibilities of Club Safety Officer (“Officer”)

1. The Officer shall be responsible for ensuring that the Club adheres to this Code of Safety as well as any other safety measures which may apply.
2. The Officer shall ensure that the Club has sufficient safety equipment and that all safety equipment is in good working order.
3. The Officer shall do an annual club safety Audit to ensure that all required safety equipment is sufficient and satisfactory for compliance with this Code of Safety and the Office of Boating Safety standards.
4. The Officer shall monitor environmental conditions and shall issue appropriate safety directions such as those referred to in Sections 11 and 12.
5. The Officer shall be responsible for the ongoing updating and maintenance of the Club’s Emergency Action Plan, including key contact information and response procedures.
6. The Officer shall be present at all Club regattas, or appoint a responsible individual in his/her place, and shall ensure that safety measures are in place as per Section 6.
7. The Officer shall stop an activity if he/she deems it unsafe to continue.
8. The Officer shall take whatever action he/she feels is necessary to correct any unsafe conditions or conduct.



Section 8 Responsibilities of Officials and Volunteers

1. The first duty of Officials and Volunteers is to ensure the safety of the participants.
2. Officials and Volunteers must be familiar with and **enforce** this Code of Safety.
3. Officials shall know the site's emergency procedures and possess a copy of the Emergency Action Plan.
4. All Officials and Volunteers who serve in "on-water" positions must be able to swim to the equivalent of the Canadian Red Cross "Swim Kids Level 6", and wear a Government of Canada approved Personal Floatation Device ("PFD").
6. In the event of an overturned War Canoe or Dragon boat, the Race Officials and relevant On Water Volunteers must **confirm the head** count with the steers person.



Section 9 Responsibilities of Coaches

1. All coaches **must** be familiar with and **enforce** this Code of Safety as a minimum level of safety.
2. All coaches **must** wear a Government of Canada approved Personal Floatation Device (“PFD”) at all times while on the water.
3. Before coaching at a new site, a Coach **shall** become familiar with the site and water conditions, in order to become aware of any hazards, obstacles, or currents that may endanger participants.
4. The coach **shall** possess a copy of the Club’s Emergency Action Plan. He/she shall know the site’s emergency procedures and the location of first aid kits and any other safety equipment.
5. Coaches shall be trained in first aid, and cardiopulmonary resuscitation.
6. All Head Coaches, or designated lead coaches in charge of, or supervising, on-water activities **must** have, as a minimum, NCCP Level I, ELCC Certification or Canoe Kids Coach Trained
7. Coaches will identify medical problems of an athlete that could become a safety issue when completing Regatta Entry Forms.
8. Head Coaches **shall** keep the “Par-Q & You Plus” form and the “Participant Profile” form in an orderly manner, protected from casual access but readily accessible for the Club’s coaching staff.
9. While coaching on-water activities, coaches **will** ensure that U17 and up age group paddlers not wearing PFDs **do not** stray 500m from the coach/safety boat.
10. Coaches must carry a cell phone or other means of communication with them during practice. The cell phone can be used in a medical emergency to call 911. This will speed up the response time of paramedics who can then hopefully be at the dock when the paddler with the injury arrives at the dock.



Section 10 Responsibilities of Boat Drivers

1. All boat drivers (including coaches, safety & officials) **must** comply with Transport Canada's Motor Boat Regulations. Motor boat drivers, must be in possession of a valid DOT "Pleasure Craft Operators Card" and demonstrate operation competency.
2. All drivers are to operate motor boats and equipment with extreme care and stay current with Transport Canada's Safe Boating Guide. It can be found at:
<http://www.tc.gc.ca/eng/marinesafety/debs-obs-menu-1362.htm>
3. Boat operators **must** be at least sixteen (16) years old.
4. Boats will proceed at SLOW speed in the vicinity of docks and swimming areas.
5. Boats will approach swimmers, wharves, canoes, kayaks, etc., in the safest possible manner depending on the circumstances.
6. Boat drivers will monitor fuel tanks periodically and avoid interrupting their availability as an on-water safety boat.
7. Boat drivers will be alert at all times, paying particular attention to instructions from Officials.
8. Boat drivers will be observant of all activity in their surrounding area, 360 degrees.
9. Motors will be shut off before final approach to a swimmer, and the rescue boat should use a reaching assist to help retrieve the swimmer. (Appendix A)
9. Extreme care **must** be taken to ensure the wae does not interfere with, or cause hazard to racing boats, either on the course or on the course sides.
- 11.. Boat drivers should be rotated as close to the scheduled times as possible, but at no time should a driver abandon his duties until relieved.
12. In the event of an overturned War Canoe or Dragon boat, the Safety Boat Drivers shall proceed immediately to the area of the swamped or overturned boat. The engine shall be stopped and paddlers' heads must be counted to ensure all paddlers have their head above water and are not experiencing difficulty. (Appendix A)
13. Although the legal limit for a boat driver in Canada is a Blood Alcohol Concentration (BAC) Level of 80 mg (0.80), all Boat Drivers participating must possess a BAC level of zero. CKC has a zero tolerance policy for the consumption of alcohol or illicit drugs when operating a motorized watercraft. Format



**CANOE KAYAK
CANADA**

It's Who **We** Are.
C'est **Notre** Nature.



Section 11 Cold Water Conditions & Guidelines

1. The Club Safety Officer and/or Head Coach shall monitor environmental conditions, including: water temperature, air temperature, wind, precipitation. Appropriate safety measures shall be undertaken. They include the following:

- All persons shall wear protective clothing appropriate for the conditions and their activity.
- Cold water/weather conditions require special safety precautions. When the water temperature is below 8 degrees Celsius, the following precautions apply:

Participants *below the age of 18 shall* wear a Government of Canada approved Personal Flotation Device (PFD). The participants **shall** also be accompanied by a safety boat during on-water training.

Participants *18 years of age or older* are strongly advised to wear a Government of Canada approved PFD. The participants should be accompanied by a safety boat during on-water training. Should participants 18 years of age or older choose not to wear a Government approved PFD during training they do so at their own risk.

Clubs shall require any athletes who are participating in Cold Water Conditions to sign either a Cold Water Adult Waiver Form or a Cold Water Youth Informed Consent Form (Appendix J).

NOTE: Coast Guard Regulations with regard to safety equipment still apply.

- Where possible, participants should stay close to shore during on-water training.
- If the on-water training environment is within range of a communications network, coaches should be encouraged to carry a cell phone while on the water.

(See Appendix C for more information on the responses of the human body to cold water as well as general principles for rescue and treatment.)



Section 12 Severe Weather Regulations

12.1 Regattas

1. Officials, Coaches, Athletes, and Volunteers should check the weather forecast prior to the regatta in order to prepare adequately. The Chief Official **shall** remain up-to-date on the weather conditions throughout the regatta. Weather updates are available at www.weatheroffice.gc.ca, Weather One-on-One (1-900-565-5555), and from the weather radios <http://ec.gc.ca/meteo-weather/default.asp?lang=En&n=792F2D20-1> which will alert you in the event of weather watches and warnings).
2. If Environment Canada issues a weather warning for your area, Officials will inform Coaches and participants that in the event of lightning and thunder, the 30/30 rule will be implemented: ie. *move to the shore and seek shelter once you count 30 seconds or fewer between lightning and thunder. Remain sheltered for 30 minutes after the last thunder* (See Appendix L for 30/30 Rule Cards)
3. Environment Canada does not issue warnings for all thunderstorms, only those which meet the severe criteria. All thunderstorms produce lightning, and when there is lightning and thunder, paddlers and Officials must head for the nearest shoreline to seek shelter immediately.

12.2 Regular Practice times

1. While planning their practice schedule, coaches should use a weather information tool, such as www.weatheroffice.gc.ca, to check the weather forecast for the week.
2. In the event of a storm:
 - Coaches and athletes on the water shall remain close to shore. A safety boat **shall** be on the water with individual paddling groups.
 - Paddlers should head to the shoreline if the weather conditions worsen.
 - On-water Coaches and Athletes **will** implement the 30/30 rule if there is lightning and thunder.
3. In the event of cold weather:
 - Paddlers **will** dress warmly and remain close to the shoreline when on the water.
 - A safety boat **shall** be on the water and within 500 meters of individual paddling groups.
 - See cold water regulations in Section 11 for additional guidelines.

Check www.weatheroffice.gc.ca for weather updates, weather watches, and weather warnings in your area. Some important terms to know:



- **Watches** provide a “heads-up” that conditions are favourable for a possible summer storm. This storm could affect your safety or at the least cause inconvenience, but at this time there is uncertainty about the direction and strength of the system.
- **Warnings** alert you when severe weather is occurring or will occur.
- A **Severe Thunderstorm Watch** is issued *when conditions are likely* for the development of thunderstorms
- A **Severe Thunderstorm Warning** is issued *when a severe storm has developed*, producing one or more of the following conditions: flooding rain, destructive winds with gusts greater than 90 km/h, hail of at least 10 to 20 mm in diameter or intense lightning. Severe thunderstorms may also produce tornadoes.



Section 13 Weather Conditions and Health Precautions

13.1 Weather Conditions

1. Coaches, athletes, and volunteers should take precautions when exposed to the heat and sun for long periods of time. Before departing for practice or a regatta, participants should:
 - Check www.weatheroffice.gc.ca for weather updates, weather watches, and weather warnings in your area. Additional information on Humidity ratings and the UV index are also available on the Environment Canada site. Some important terms to know:
 - **UV (Ultraviolet Index):** The UV index is included in Environment Canada's weather forecasts whenever it is expected to reach 3 (moderate category) or more. Special alerts are not issued but the UV Index is available on the Environment Canada site
 - **High Heat and Humidity / Heat Wave / Humidex:** High Heat and Humidity Special Weather Statement are issued when a threshold for temperature and humidity are exceeded. An Environment Canada Humidex Advisory is issued when temperatures are expected to reach or exceed 30°C and the humidex values are expected to reach or exceed 40. Humidex values represent the effect which high humidity and high temperatures have on the human body. The higher the humidex, the harder it is for perspiration to evaporate and cool the body.
 - Check the Air Quality and Air Quality Health Index at www.msc.ec.gc.ca/aq_smog/index_e.cfm
2. Coaches, athletes and volunteers should come prepared for outdoor activities: hat, sunscreen, sunglasses, and **water**.
3. If you are unable to check the current weather conditions online www.weatheroffice.gc.ca or on TV, Environment Canada offers a telephone consultation service, Weather One-on-One, at 1-900-565-5555. A Weather Radio radios <http://ec.gc.ca/meteo-weather/default.asp?lang=En&n=792F2D20-1> will also provide the most up to date information and alert you in the event of severe weather.
4. Advise coaches of any health risks you may have prior to getting in a boat or beginning practice.

13.2 Recommended Extreme Warm Temperature Guidelines



Temperature With Humidex	Communication	Action
>45° C	Event Cancellation	Cancel. Dangerous; Heat stroke possible
40° C to 45° C	Active Participant Communication	Great discomfort and exertion should be avoided. Recommend cancellation or voluntary withdrawal. Ensure participants are well hydrated and boat drivers are shaded where possible.
30° C to 39° C	Active Participant Communication	Recommend participants at increased risk for heat collapse slow pace. Warn entrants of increased risk of heat collapse. Ensure participants are well hydrated and boat drivers are shaded where possible.
<29° C	Participant Reminders	Proceed as usual. Ensure participants are well hydrated.

Symptoms of heat exhaustion include headaches, weakness, fatigue, nausea / vomiting, thirst, chills, and profuse sweating. The victim is usually cold and damp to the touch and skin may appear pale or dusky gray. If left untreated, heat exhaustion may lead to heat stroke. Heat stroke is a medical emergency that requires prompt treatment.



Section 14 Boat Trailer Safety

14.1 Trailers

1. All trailers **must** be maintained and licensed to the standards of the provincial government. In some provincial jurisdictions, clubs should be aware of regulations which may require the towing vehicle to be matched to the trailer.
2. All drivers **must** be licensed to the standards of the provincial government.
3. Boats **must** be securely and individually tied to the trailer. An additional safety rope should be affixed to encircle the boats on the trailer. Boats should be loaded in such a manner as to be balanced from front to back and left to right.
4. Trailer hitch and towing ball **must** be compatible.
5. Safety chains **must** be affixed between trailer and towing vehicle.

14.2 Cars/Vans/Trucks

1. Boats **must** be securely tied to the vehicle

Section 15 Sanction for Non-Compliance

1. Clubs **are** responsible for the enforcement of the Code of Safety as a minimum standard at their Clubs and by their participants at Regattas or other events. Clubs shall bear the responsibility of disciplining or suspending any participants (coach, volunteer or organizer) who violate the CKC Code of Safety.
2. The Division **shall** have the right to discipline or suspend any Club, participant, coach, Official or organizer who violates the CKC Code of Safety at a Divisionally sanctioned event.
3. The Competition Committee at Nationally sanctioned events **shall** have the right to discipline or suspend any club, participant, coach, volunteer, official or organizer who violates the CKC Code of Safety



Section 16 Appendixes

[Appendix A – Canadian Red Cross Swim Kids Level 6](#)

[Appendix B – Club Sample – Release of Liability Waiver \(Over 18\) / Club Sample – Informed Consent and Assumption of Risk Form \(Under 18\)](#)

[Appendix C – Cold Water Effects](#)

[Appendix D – Sprint Racing Boat Exemption, Canada Shipping Act, Small Vessel Regulations](#)

[Appendix E – Emergency Action Plan, Template](#)

[Appendix F – Accident Report Form, Sample](#)

[Appendix G – First Aid Kit Checklist, Sample](#)

[Appendix H – PAR-Q & You \(for beginner participants\)](#)

[Appendix I – Participant Profile](#)

[Appendix J – COLD WATER PARTICIPATION – ADULT WAIVER / COLD WATER PARTICIPATION – INFORMED CONSENT AGREEMENT - YOUTH](#)



References

Australian Canoeing (2004) Safety Code

<http://www.canoe.org.au>

10/02/16

<http://canoe.org.au/wp-content/uploads/2015/09/Safety-Guidelines-2015.pdf>

10/02/16

Boulay, Marcel (1999) *Physiologie de l' Effort II: La plongée*, Volume 1, Département de Médecine Sociale et Préventive, Faculté de Médecine, Université Laval, Quebec City

Canadian Hockey Association (2001) *Safety requires teamwork: An information guide to the CHA's Risk Management and National Insurance Program*

[Canadian Red Cross \(2008\) Swimming and Boating Safety](#)

http://www.redcross.ca/cmslib/general/ap_ws_06_rcsk_news.pdf10/02/16

Rowing Canada (2006)

<http://bongo4u.com/sites/rowingcanada/files/RCASafetyGuidelines2006.pdf>

12 / 06 / 08

Transport Canada (2008)

<http://www.tc.gc.ca/marinesafety/menu.htm>

10/02/16

Code of Safety Reference materials

Row Canada

<http://rowingcanada.org/coaching-and-umpiring/rowing-safety>



<https://rowingcanada.org/sites/default/files/safetyguidelines2013.pdf>

<http://rowingcanada.org/rca-safety-video>

http://rowingcanada.org/sites/default/files/weather_05.pdf

Sail Canada

<http://www.sailing.ca/>

Swim Canada

<http://www.sailing.ca/>

Dragon Boat Canada

<http://www.dragonboat.ca/>

Parasailing safety standard

<https://www.wsia.net/astm-parasail-safety-standard-f3099-voting/>

Superyacht code of safety

<http://www.thecrewreport.com/features/23727/superyacht-watersports-code-of-practice-launched>

Water safety

<https://www.swimming.org/go/under-16s/water-safety/>

Safe boating Transport Canada

http://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf?WT.mc_id=8iatc

Royal Lifesaving Society UK

<http://www.rlss.org.uk/water-safety/>

Royal society for the prevention of accidents

<http://www.rospa.com/leisure-safety/water/advice/children-young-people/>

get a grip Water sports

<http://www.getagripwatersports.com/pages/watersports-responsibility-code7>

US Scots Water safety

<http://www.usscouts.org/mb/docs/Water-Sports-Safety-Code.pdf>



**CANOE KAYAK
CANADA**

**It's Who We Are.
C'est Notre Nature.**

<http://www.scouting.org/scoutsource/BoyScouts/AdvancementandAwards/MeritBadges/mb-WART.aspx>

International Dragon Boat Federation

https://dl.dropboxusercontent.com/u/135293428/IDBF_Water_Safety_Policy_04.pdf

https://dl.dropboxusercontent.com/u/135293428/IDBF_Event_and_Training_Safety_Procedures.pdf

Australian Canoeing

http://tas.canoe.org.au/wp-content/uploads/old-files/tas/downloads/Safety_Guidelines.pdf