

CANOE KAYAK CANADA CODE OF SAFETY

SPRINT RACING DISCIPLINE – 2019

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SECTION 1 INTRODUCTION & SCOPE

1.1 Purpose & Authority

Canoe Kayak Canada (“CKC”)’s primary objective is the safety of all individuals who participate in the sport of paddling (“Participants”¹). In order to achieve this objective, CKC has developed this Code of Safety, which outlines the standards to be implemented by CKC Sprint Member clubs (“Clubs”) and Divisions in all sprint racing disciplines and respected by all Participants.

¹ Participants include, but are not limited to: athletes, coaches, officials, employees, volunteers and parents.



The standards found in this Code of Safety are the minimum requirements for all Clubs and Divisions which may, if feasible, take additional measures to enhance Participant safety.

This Code of Safety was developed by CKC's Director of Development, in collaboration with the Domestic Development Committee ("DDC") and was approved by the Sprint Racing Council ("SRC").

In addition to this Code of Safety, CKC has developed a set of guidelines to assist with the implementation of this Code of Safety and which also contains best practice recommendations.

SECTION 2 SAFETY

2.1 Safety at Regattas and in Training

2.1.1 Competition Specific Rules

During competitions,² the following Rules must be followed:

- a) Competitions must not take place earlier than one-half hour before sunrise, and not later than one half hour after sunset;
- b) The Chief Official will remain up-to-date on the weather conditions throughout the regatta;
- c) At inter-club regattas (inter-Divisional, or inter-Provincial), the host club must have their Club Safety Officer (or their designate) present at all times;
- d) All appropriate emergency measures must be put into place at the regatta site before competition begins, in accordance with the host [Club/Venue's Emergency Action Plan](#).
- e) Drinking water, ice, blankets, adequate sanitation, and a comprehensive and up to date first aid kit must be available at the competition site;
- f) Telephone communications must be available on-site in the event of an emergency;
- g) At competitions, at least three safety motorboats³ will be on the water a minimum of 30 minutes before the start of and during all races.

² The competition period shall be understood as the period starting from the time of the first scheduled race of the regatta and until the completion of the last scheduled race of the regatta. During this period, safety motorboats must be on the water. The competition period shall not include any period prior to 30 minutes before the start of the first race, post-race periods, the lunch break or any other course break when safety motor boats are not on the water. However, during the pre-race meeting, officials may indicate that safety motorboats will be on the water during pre- or post-race periods (and specify the exact times during which safety motor boats will be present during these periods), course or lunch breaks, in which case these periods will be understood as official practice times.

³ Certain competition venues may not allow three motor boats to be on the water acting as safety boats at all times. In these instances an alternate safety plan will be developed by the Hosting Club/Venue and the Flag



- h) All motorboats will operate with a minimum of two persons: the boat driver and an assistant/spotter/official;
- i) At competitions, a designated medical representative must be available on site who is trained in basic first aid, life saving and cardiopulmonary resuscitation; and
- j) Paddlers must not purposely jump out of their boat at any time during a regatta or throw their equipment while on the water.

2.1.2 On Water Activity Rules

During both competitions and training, the following rules must be respected:

- a) Participants may not be “tied”, “strapped”, or “secured” to the boat or its floor board, in any manner;
- b) When there is lightning and/or thunder, all on-water Participants must immediately head for the nearest shoreline to seek shelter;
- c) In the event of lightning and thunder, a 30-minute rule will be implemented. All Participants must remain sheltered and off the water for 30 minutes after the last thunder and lightning;
- d) Where possible, paddlers should stay close to shore during rough water and/or cold weather conditions;
- e) Should winds exceed 39km/h, or if conditions (wind direction, gusts, waves) appear potentially threatening, Coaches and Officials should determine whether to continue or postpone the practice or, if applicable, the regatta. Training or regattas may only be resumed should the Coaches, in the case of training, or the Competition Committee, in the case of a competition, agree that the conditions are safe;
- f) Reported [gale force winds or storm winds](#) will result in the immediate postponement of any practice or regatta and all Participants must immediately seek safe shelter;
- g) Safety boats will remain on the water until all on-water Participants have safely made it to shelter;
- h) Practices should not take place earlier than one-half hour before sunrise, and not later than one half hour after sunset. If a practice takes place outside of these times, all boats must be equipped with operating navigation lights in accordance with the Office of Boating Safety standards and all Participants must wear [Government of Canada approved PFDs](#), irrespective of their age or swimming ability;
- i) Each paddler in a War Canoe or dragon boat must identify a “buddy” at the start of the practice or competition. In the event that the boat capsizes, each paddler must find their buddy;

Officer and must be submitted to the CKC Director of Development no later than two weeks before the start of the competition.



- j) 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;
- k) All equipment on land and water must be securely and properly fastened;
- l) All electrical power sources and electrical cables that may come into contact with water must be properly covered and kept away from Participants and spectators; and
- m) All Participants are strongly encouraged to wear a [Government of Canada approved PFD](#) at all times while in the boat, irrespective of their age or swimming ability.
- n) All Participants must follow [Transport Canada regulations](#) as minimum safety standards.⁴

2.2 COLD WATER SAFETY

When water temperatures are below 8 degrees Celsius,⁵ all Participants engaged in an on-water activity must:

- a) Must wear a Government of Canada approved PFD at all times;
- b) Be accompanied by a motor boat;
- c) Wear clothing appropriate for the weather and water conditions; and
- d) Train as close to shore as possible.

2.3 EXTREME HEAT AND HUMIDITY

2.3.1 If the [Wet Bulb Globe Temperature \(WBGT\) – as opposed to the standard meteorological measured temperature](#) – reaches 30.1 degrees Celcius⁶, competition or training (as applicable) shall be stopped immediately until the WBGT descends to at least 28 degrees Celcius.

⁴ Transport Canada's Safe Boating Guide specifies the requirements – and, importantly, exemptions – for racing canoes and kayaks. When in formal training, official competition or in final preparation for an official competition, Participants using racing canoes and kayaks must either be attended by a safety craft that, in addition to its own safety equipment, carries a lifejacket or PFD that fits, for each crew member of the racing boat with the biggest crew; or the Participant(s) in the racing canoe or kayak (as applicable) must carry a lifejacket or PFD that fits for each crew member, a sound-signalling device, and a watertight flashlight (if the racing canoe or kayak is operated after sunset, before sunrise or in periods of restricted visibility).

⁵ As measured by each individual club during training by a reliable measurement device (i.e., swimming pool thermometer submerged in an area of water that is representative of the main body of water).

⁶ As measured by a WBGT, if available, using the proper procedure suggested by its manufacturer. If a WBGT is not available, training or competition (as applicable) will be stopped immediately if the combined temperature



2.3.1.1 During training, coaches present on-site shall be responsible for determining that the combined heat and humidity reading has reached the level indicated in Section 2.3.1 above and shall inform any individuals on the water that they must return to shore immediately. Coaches shall monitor the heat and humidity levels during training using a reliable weather forecast service, such as Environment Canada.

2.3.1.2 During competitions, the Chief Official, with the assistance of the Safety Officer as applicable, shall be responsible for determining that the combined heat and humidity reading has reached the level indicated in Section 2.3.1 above and shall inform any individuals on the water that they must return to shore immediately. The Chief Official, with the assistance of other Officials (where possible), shall monitor the heat and humidity levels during competition using a reliable weather forecast service, such as Environment Canada, or any reliable on-site measurement tool.

2.3.2 Notwithstanding Section 2.3.1 above, coaches (in training) or the Competition Committee (during a competition), may postpone or cancel training or the competition (as applicable) if, due to the heat and humidity level, the health condition of any Participant appears to be negatively impacted or reasonably threatened or where they have otherwise received reliable medical advice that it is no longer safe to continue the training or competition.⁷

SECTION 3 RESPONSIBILITIES AND COMPLIANCE

3.1 Club Responsibilities

All Clubs have the following responsibilities:

- a) To ensure compliance with the minimum standards outlined in this Code of Safety at all times;
- b) To ensure that Participants that fall under their scope of authority respect this Code of Safety at all times;
- c) To make Participants that fall under their authority aware of this Code of Safety and to ensure that it can be easily found on the Club website and in hard copy in their Club;

and humidity level reaches 45 degrees Celsius, as indicated by a reliable weather service such as Environment Canada.

⁷ Whenever possible, coaches or the Club Safety Officer (in training) or the Chief Official (in competitions) shall consult with any available on-site medical practitioner(s), such as physicians or paramedics, or make reasonable efforts to contact such individuals.



- d) To promote this Code of Safety and any visual aids on water safety, lifesaving, hypothermia or resuscitation procedures;
- e) To appoint a Club Safety Officer annually, who will be responsible for ensuring the Club's compliance with this Code of Safety, and to notify the Division Flag Officer of this appointment no later than June 30 of each year;
- f) To notify Participants when cold water conditions are present (i.e., below 8 degrees Celsius) and to inform them of the specific rules applicable in such conditions as outlined in Section 2.2 above;
- g) To possess and post in a conspicuous place a plan of the local waterway and draw special attention to local rules and hazards;
- h) To abide by relevant worker safety regulations related to water safety and drowning prevention in force in their Province or Territory and ensure Participant compliance;
- i) To develop an [Club/Venue Emergency Action Plan](#) which must be posted and known by key Club administrators, employees, volunteers and coaches;
- j) To compile and prominently display a list of emergency telephone numbers at the Club;
- k) To maintain a comprehensive and up to date First Aid Kit and an accessible and functioning telephone.
- l) To record accidents which occur during Club sanctioned activities and maintain accident reports for a period of three years. Accident reports shall be provided to CKC upon request;
- m) To evaluate and ensure the safe and proper working condition of all equipment, including all canoes, kayaks and Dragon boats, which must be maintained in safe and floatable condition;
- n) To ensure that all motorboats or other craft used for coaching, officiating or for regatta safety meet the minimum requirements as set down in the [Canada Shipping Act, Small Vessel Regulations](#);
- o) To promote water-safety and encourage all Participants to learn life-saving techniques;
- p) To ensure that coaching staff are trained in life-saving and resuscitation procedures by attending courses and other appropriate measures;
- q) To make reasonable efforts to promote the ["Safe Boating Guide" published by Transport Canada](#);
- r) To make reasonable efforts to co-ordinate on-water activities with other water users in the vicinity of the club to minimize the risks of accident;
- s) To manage Participants based on the water and weather conditions at any given moment of the day and to be constantly attentive to any indications that could impact water or weather conditions;



- t) To require all new Participants to complete the [“Par-Q & You Plus” questionnaire](#) or provide the equivalent information in an existing form before engaging in club programs;⁸ and
- u) To ensure that they collect and maintain records of basic Participant health information that may be needed in the case of an emergency or other medical situation.

3.2 Participant Responsibilities

3.2.1 Responsibilities of All Participants

All Participants have the following responsibilities:

- a) To ensure compliance with the minimum standards outlined in this Code of Safety at all times and respect all safety rules that may affect their own safety and/or the safety of their fellow Participants or any other individual involved in the sport of sprint racing canoe and kayak, as described in this Code of Safety;
- b) For athlete Participants, to follow the rules of their current racing class, as outlined in the CKC rulebook;
- c) To be familiar with the [Office of Boating Safety’s “Safe Boating Guide”](#)
- d) If engaged in on-water activities, must be able to swim at the level of the [Canadian Red Cross “Swim Kids Level 6”](#) prior to their participation in water-related programs. If not, they 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;
- e) Notwithstanding the aforementioned, all U10, U12, U14 and U16 athletes, as defined by the [CKC Sprint Competition Rules](#), must wear a non-inflatable [Government of Canada approved PFD](#) while engaged in any on-water activity;
- f) For athletes, to inform their coach and any other relevant individual of any change in their health which may affect their ability to safely participate in competitions or training or any club programs, or which may affect their well-being, or may endanger the safety of the other Participants or any other individual involved in the sport of sprint racing canoe and kayak;
- g) For athletes, to inform their coach if they are using or are under the effect of any prescription medication that may affect their well-being, or may endanger the safety of the other Participants or any other individual involved in the sport of sprint racing canoe and kayak; and

⁸ The PAR-Q & You Questionnaire is meant to apply to Participants aged 15-69. However, CKC strongly encourages clubs to have all new Participants of any age complete the Questionnaire in order to provide such Participants with an indication of whether they can safely commence physical activity without first consulting a doctor.



- h) Refrain from drinking alcoholic beverages, using cannabis or using other illicit drugs, in the period leading up to, as well as throughout the duration of their participation in the sport of sprint racing canoe and kayak, which may affect their ability to train or compete in a safe manner, or which may endanger the safety of the other Participants or any other individual involved in the sport.

3.2.2 Responsibilities of Coaches

Coaches have the following specific responsibilities:

- a) They must be familiar with and enforce this Code of Safety as a minimum level of safety;
- b) They must wear a Government of Canada approved PFD at all times while on the water;
- c) Before coaching at a new site, they must become familiar with the site and water conditions, in order to become aware of any hazards, obstacles, or currents that may endanger Participants;
- d) They will possess a copy of their Club's Emergency Action Plan. They will know the site's emergency procedures and the location of first aid kits and any other safety equipment;
- e) They shall be trained in first aid and cardiopulmonary resuscitation;
- f) 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](#);
- g) They will identify any discernable medical conditions of an athlete that could become a safety issue;
- h) While coaching on-water activities, they will ensure that any paddlers not wearing PFDs do not stray 500m from the coach/safety motorboat;
- i) They must carry a cell phone or other means of communication with them during practice; and
- j) They have the responsibility to manage on-water Participants based on the water and weather conditions of the day and must be constantly attentive to any indications that could impact water or weather conditions.

3.2.3 Responsibilities of Officials and Volunteers

Officials and volunteers have the following specific responsibilities:

- a) To ensure the safety of all participants;
- b) They must wear a Government of Canada approved PFD at all times while on the water;
- c) For Officials, to know the competition site's emergency procedures and possess a copy of the host [Club/Venue's Emergency Action Plan, which must be provided to the](#)



Officials by the Club/Host Venue at least seven days before the start of the competition;
and;

- d) In the event of a capsized War Canoe or dragon boat, the Race Officials and relevant On Water Volunteers must confirm the head count with the steers person/cox.

3.2.4 Responsibilities of Club Safety Officer

- a) The Club Safety Officer will be responsible for ensuring that the Club adheres to this Code of Safety as well as any other safety measures which may apply;
- b) The Club Safety Officer will ensure that the Club has sufficient safety equipment and that all safety equipment is in good working order;
- c) The Club Safety Officer will, in collaboration with the Head Coach, conduct 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;
- d) The Club Safety Officer is responsible for the continuous updating and maintenance of the Club's Emergency Action Plan, including key contact information and response procedures;
- e) The Club Safety Officer (or their designate) will be present at all regattas hosted by their Club to ensure that safety measures are in place in accordance with Section 2.1.1; and
- f) If the Club Safety Officer considers an activity to be unsafe to continue, they will immediately approach and consult with those who are also responsible for the safety of Participants (Officials, coaches, staff organizers) in order to determine the best course of action.

3.2.5 Responsibilities of Boat Drivers

- a) All boat drivers must be in possession of a valid Department of Transportation "Pleasure Craft Operators Card" and demonstrate operational competency;
- b) All drivers must operate motor boats and equipment with extreme care and stay current with Transport Canada's Safe Boating Guide
- c) Boat operators must be at least sixteen (16) years old;
- d) Boats will proceed at SLOW speed in the vicinity of docks and swimming areas;
- e) Boats will approach swimmers, wharves, canoes, kayaks, etc., in the safest possible manner. 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;



- f) Boat drivers will monitor fuel tanks periodically and avoid interrupting their availability as an on-water Safety Motorboat in order to re-fuel during ongoing on-water activities;
- g) Boat drivers will be alert at all times and must follow instructions from Officials;
- h) Boat drivers will be observant of all activity in their surrounding;
- i) Boat drivers shall take extreme care to ensure that their waves do not interfere with, or cause hazard to racing boats, either on the course or on the course sides;
- j) In the event of a capsized War Canoe or dragon boat, the Safety Motorboat Driver(s) will proceed immediately to the area of the boat. The engine will be stopped and paddlers' heads must be counted to ensure all paddlers have their head above water and are not experiencing difficulty
- k) Boat drivers shall not consume alcohol, cannabis or illicit drugs prior to or when operating a motorized watercraft. Irrespective of the legal limit for a boat driver in Canada, all boat drivers participating must possess a Blood Alcohol Concentration (BAC) level of zero.

SECTION 4 BOAT TRAILER, VEHICLE AND DRIVER SAFETY

4.1 Trailers

- a) All plated trailers must be maintained and licensed in accordance with the laws and regulations of the relevant provincial government;
- b) All plated trailers must be insured;
- c) All trailer drivers must be licensed in accordance with the laws and regulations of the relevant provincial or territorial government;
- d) 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;
- e) All trailer drivers must abide by the Motor Vehical Act (or equivalent and applicable legislation) in any jurisdiction in which they operate a vehicle.

4.2 Cars/Vans/Trucks

- a) If transported by car, van or truck, boats must be securely tied to the vehicles
- b) All vehicles used to pull boats and trailers must be insured, either through personal vehicle insurance or by the organization that sanctions the related activity. Where personal vehicles are used to transport boats, the owner of the vehicles does so at their own risk should any damages occur that are not covered by insurance.



4.3 Driver Safety

- a) Drivers of trailers, trucks, cars or vans shall always be fit for duty when operating a vehicle. They shall not be under the influence or effects of any prescription medications, illicit or illegal drugs, alcohol, cannabis or fatigue that would impact or prevent them from safely operating a vehicle.
- b) Vehicle drivers are responsible for ensuring that they only operate a vehicle in safe road and driving conditions.

SECTION 5 COMPLIANCE

Clubs are responsible for the implementation and enforcement of the Code of Safety as a minimum standard at their Clubs, at regattas, in training or at other events that fall under their authority. Clubs are responsible for disciplining or suspending any Participants that fall under their authority who violate the CKC Code of Safety.

The Division will have the right to discipline or suspend any Club or Participant who violates the CKC Code of Safety at a Divisionally sanctioned event.

The Competition Committee at Nationally sanctioned events will have the right to discipline or suspend any club, participant, coach, volunteer, official or organizer who violates the CKC Code of Safety