

# Chester le Street Amateur Rowing Club



## Club Rules

Version 2 (21/02/15)

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## **A. Changes to the Club Rules**

1. The Club rules can be changed only by a majority decision of the Committee.

## **B. Use of Boathouse**

1. The boathouse is to be used for the storage of rowing and related equipment only.
2. The storage of vehicles, e.g. cars, within the boathouse is specifically excluded.
3. The boathouse is not to be left open and unattended. When boathouse is in use only the main roller doors are to be open.
4. If a non-key holder is left alone at the Boathouse and wants to leave, they are to shut the roller door and exit via the fire door, ensuring the fire door is locked when they leave.
5. In the case of juniors, the onus is on the relevant coach that they have keys in the event that the boathouse is locked when they are on the water.
6. In the case of adults, the onus is on them to ensure that they can enter the boathouse in the event of it being locked when they are on the water.
7. Broadcast of music is not allowed. Members may train using personal audio equipment.

## **C. Water Rules**

1. Prior to boating, all crews are to check the hazard board and familiarise themselves with the egress points from the river.
2. All boats are to boat facing upstream from the landing stage. Boats at the end of a session are to return to the landing stage from downstream of the landing stage. Crews may return to the landing stage from an upstream direction in the event of an emergency.
3. The pattern of boat movement will be upstream on the Chester bank, and downstream on the Lumley Bank.
4. The allowable boating range is from the weir to the top bend. Boats are not to go beyond these points. See map in boathouse.
5. Any incidents as defined by the "Incident Reporting Procedure" are to be reported. Incident Report Forms can be found in the boathouse.
6. All crews are to have clothing appropriate to the weather conditions; incorrect clothing may result in refusal to allow them to boat.

7. In warm weather, all boats to carry rehydration fluids, lack of fluid may prevent boating.
8. In the event of juniors being present, the entire stretch of the water must be covered with supervision, one observer at the top bend and one at the landing stage would suffice. Observers are to be equipped with a throw line, a thermal blanket and a means to summon assistance. This rule can be ignored if one of the following situations is applicable:-
  - One to one coaching is being performed.
  - There is a coach present and all of the juniors are considered competent by the coaches. The list of competent juniors is to be kept and maintained by the Head Coach. Crews are to move on the water in groups so that assistance can be provided. There must be at least one person supervising the bank.
9. All coaches are to carry a throw line, thermal blankets and High Viz Jackets.
10. Adjacent to the First Aid Box are to be stored nine thermal blankets, sufficient for the largest crew.
11. All crews are to record their outing on the boating board prior to start of the outing, the record is to be removed at the end of the outing.
12. Lone single sculling is allowed only if the following conditions are met: - .
  - Sculler must state on the hazard board date and time of outing start. The entry must be removed from the Hazard board. When the outing has ended.
  - Sculler is a competent adult.
  - Sculler has informed a second party of their outing, stating the start time and expected duration. (Note: sculler to inform this party when the session has ended)
  - Sculler carries a mobile phone on their person during the outing
  - Sculler carries a whistle on their person.
  - Junior Sculler must be supervised by an adult with a CRB.
13. Junior Sessions can only take place if two coaches are available or one coach with the assistance of one adult with CRB.
14. Whilst on the water oarspersons must not be listening to personal music or playback devices.

## **D. Use of Club Equipment**

### **a. General**

1. Club members are to have priority on the use of Club equipment during training and competition.
2. Club equipment may be booked by the Club booking system.
3. Adult members, if having the equipment booked, need not request any further permission prior to boating, but must satisfy Water Rule 1 before boating.
4. Junior members are required to have the permission of a coach before boating, even if a boat is booked.
5. Adult members, not having a boat booked, must request permission from Coach who is responsible for training session before boating.
6. Members are not allowed to use boats deemed as under repair or unsafe. The boats will be identified either by a notice on the boat or on the booking schedule.
7. Prior to boating crews are to check the main safety features of the boat.
8. Members may adjust the rigging of the boat prior to their use. The rigging must be set to the standard rig settings for that boat as defined in the rig setting file once the outing is finished. This file will be kept on the boathouse desk.
9. Designated members will be allowed to have boathouse keys, a list of key holders will be held by the Secretary.
10. Ergo's are to be cleaned after use, particularly the handles. Hot soapy water is to be used.
11. Club boats are to be washed after use.
12. Contents of the First Aid Box are to be used only for medical purposes.

### **b. Damage**

1. Equipment damage or loss is to be reported in the Equipment Damage Log. The damage or loss is to be reported to Boathouse Manager, via e-mail within 24 hours.
2. Equipment damage affecting safety shall result in a notice being placed on the boat until repairs are completed. The following defects shall result in a boat being withdrawn from use :-

- Missing or ineffective bow ball (if required)
- Missing hatch cover from a watertight compartment.
- Watertight compartment water integrity compromised
- Heel restraints broken or incorrect (heel restraints must be separate)
- Pull straps missing or broken

The list is not exhaustive, any other damage or fault which compromises safety will cause the boat to be removed from use.

### **c. Repair**

1. Minor repairs, e.g. replacing restraints can be undertaken by any member.
2. Any repair to equipment is to be reported to the Boathouse Manager.
3. Temporary repairs can be performed by Coaches or Full members, e.g. Duct tape over small holes.
4. Where repairs require parts, new parts must be ordered, other equipment is not to be cannibalised. All spare parts are to be ordered through the Boathouse Manager.

### **d. Maintenance**

1. The boats and oars shall undergo quarterly checks; this is the responsibility of the Boathouse Manager to ensure it is performed.
2. Any equipment found to be defective para 4.b.2 will be withdrawn from use.
3. Personal Flotation Devices must be checked at three monthly intervals, checks are to be recorded. It is the Boathouse Manager's responsibility to ensure that the check is performed.
4. The First Aid Box is to be checked at monthly intervals. It is the responsibility of the Safety Officer to ensure that this is performed. Any items removed from the First Aid Box are to be reported to the Safety Officer so that replacements can be obtained.

## **E. Removal of Club Equipment from the Boathouse**

1. Prior to Club equipment being removed from the boathouse, permission is required from either the Secretary or the Captain. Permission should be sought at least 7 days prior to intended removal and Head Coach informed.
2. The exception to rule 1 above is the Boatman delivering boats for repair.

## **F. Transportation of Equipment**

1. Club equipment can be transported on the Club trailer or on trailers from other clubs. Club boats may be transported on the top of cars with the prior permission of either the Secretary or the Captain.
2. The club trailer may only be driven by a person registered on the Club's authorised drivers list.
3. Priority for space on the trailer will be as follows:-
  - Club Boats
  - Private boats of club members
  - Boats from other clubs.
4. Prior to starting the journey, the driver must complete the trailer loading form and ensure that the loading is acceptable and legal.
5. A copy of the trailer insurance must be displayed in the towing vehicle.
6. Individuals carrying club equipment in or on their own vehicles are liable for any damage caused to the equipment during transportation.
7. Individuals carrying club equipment in or on their own vehicles are liable to cover third party insurance.
8. Individuals using own trailers should ensure they have insurance to cover club equipment.

## **G. Allowable Boating Conditions**

1. If the river conditions are considered by either the Captain, Head Coach (or any coach) or the Safety Officer, as being too dangerous for use, then they can cancel the rowing session, or place restrictions on which boats or crews can boat. This decision is applicable to both club and private boats. The decision is to be supported with a written statement on why the restrictions were applied; this is to be held by the Club Secretary.
2. Coaches responsible for session must ensure that water conditions are safe and record and date conditions in session log, found in Boathouse.
3. If the water level is above the top of the first step of the landing stage, singles and doubles/pairs are not allowed to boat unless supported by a club member on the landing stage. This support is to be available at both the beginning and the end of the outing.

4. If the water level is above the top of the second step of the landing stage boats are not to boat.
5. If the water level is above the top of the first step of the landing stage and rising, boats are not to boat.

## H. Selection of Crews

1. Members of the Club are to have priority in competing in CLS crews and other club composite crews if CLS equipment is to be used.
2. When Club equipment is to be used a non-member is not to be used in a CLS crew if a Club member is available and wishes to participate. This does not apply to pre-arranged Composite Crews.
3. When Club equipment is to be used and where there is a choice between Club members the priority of selection for an adult crew is Full, Junior then associate.
4. A member is viewed as eligible for a crew if their competitive status is within 2 levels of the required status, e.g. Senior 2 is the lowest eligible for Elite racing. As an example, if an Elite crew as being formed and a choice was between an Elite associate member and a senior 2 club member, the club member is to be selected. If the club member was Senior 3, then the priority rule would not apply and selection to be purely on ability.
5. Crews using club boats are to be selected on ability subject to the limitations described above.

## I. Coaches

1. A person is considered to be a coach at the Club is they are listed on the coaches list held by the Club Secretary that has been approved by the committee.
2. To be entered on the list the following criteria must be met:-
  - A recognised rowing qualification from British Rowing or an affiliated organisation.
  - A valid British Rowing CRB check
  - Must be over 18 years old
  - Assistant Coaches can be under 18 years or be unqualified to Level 2 of Coaching award. This is to be approved by the committee.



3. Non-members may be placed on the coaching list if they meet the criteria and are members of another club. They are to be noted as visiting coaches.
4. Coaches are removed from the list if either of the criteria detailed in paragraph 2 become void.
5. Coaches can be removed from the list if the committee consider their behaviour is contrary to club rules.
6. Club coaches will be allowed to coach at all Club sessions.
7. Visiting coaches are allowed to coach at the Club at organised events or by approval of the Secretary.

## **J. Rowing in the Dark or Low Light Conditions**

1. The conditions are defined as low light if crew is not easily visible on the first bend upstream of the landing stage when viewed from the landing stage. Rule for boating under light conditions are the same as those for rowing in the dark.
2. Rowing in the dark is allowed as long as the following conditions are met.
  - All crews rowing in the dark must record their outing on the Hazard Board for the information of • Before starting an outing in the dark, a crew must consult the Hazard board; they must wait for that crew to pass the landing stage, so that they can be informed that another crew is starting an outing.
  - Crews boating in the dark or under low light conditions must carry lights. The required lights are stern-white, bow-white, lights to conform to COLREG, bike lights not acceptable.
3. Any crew on the water when low light conditions are present, must return to the landing stage and fit lights.
4. The following boats are not allowed to boat under low light conditions:-
  - Singles and doubles (capsizing is likely resulting in lights under water)
  - Eights (difficult to see bank when turning)

## **K. Private Boats**

1. Private boats can be racked in the boathouse only with the permission of the committee.
2. Only Full Club members are allowed to rack private boats.

3. Private boats are racked based on a per seat annual cost, the per seat cost is decided by the AGM and becomes applicable when the racking fee is due. The club does not charge a fee for private oars
4. Club members are not allowed to use private boats or oars without the permission of the owner.
5. Private boats must be removed within one month of the fee being due on if not been paid, or within a month of the member relinquishing their membership of the Club.
6. Adults with private boats can train at any time subject to the above rules.
7. Private boats racked at the Club cannot be used by their owners to compete for other clubs
8. It is a club requirement to have private boats insured.

## **L. Club Trips & Camps**

1. All supervising adults must possess a valid British Rowing CRB check.
2. The organisers of the trip are to submit to the Secretary, a list of personnel, the arrangements, at least 14 days prior to the commencement of the trip. The trip cannot proceed without the approval of the Committee.
3. Juniors are not to use the same rooms as adults, unless they are part of a family unit. Members of the opposite sex are not to share rooms unless they are part of a family unit.
4. Child Welfare and Safety to be presented to the Committee for approval before members being informed of Camp.

## **M. Regatta Club Rules**

1. On Chester-Le-Street Regatta day, no crew is allowed to train.
2. Club rules are subject to special regatta rules for boathouse use, river use and equipment use.

## **N. Conduct**

1. Members must behave in such a way that no discredit falls on the Club. This includes behaviour whilst staying in overnight accommodation; representing the Club at regattas and national/interregional events and adhering to British

Rowing guidelines regarding the consumption of alcohol. The Club constitution details the action that will be taken if a member contravenes these rules