



**Chichester Youth
Canoe Centre**

**Welcome Pack
2019-2020**

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Introduction

Chichester Youth Canoe Centre is a Charity and is owned and run by a Management Committee.

It was set up in the 1980's and has grown over the years to what it is now and has changed from being part of the West Sussex Youth Service to a charity as from 3/4/2013. The Centre is there for all the Young People within West Sussex and surrounding areas who wish to learn to paddlesport.

The Centre is situated within the Chichester High School Campus alongside the Chichester Canal and has a Private access path leading to the facility. The facilities consist of a set of Containers that have been modified to house over 40 different kayaks and canoes and all the safety equipment to go with them. Access is via a Private Slipway onto our own Pontoon. We also have two changing rooms and toilet.

Our aims are to:

- Provide access to paddlesport for all young people.
- To offer opportunities for young people to develop and gain skills in paddlesport
- To provide a safe environment whereby young people can develop their social skills and enjoy their experience with us.

All our Coaches and Volunteers are DBS (Discloser and Baring Service) Checked and BCU (British Canoe Union) Certified if you are a coach

Access to the Centre is via Kingsham Road, parking is available in the car parks. Follow the school drive around until you reach the Police Station Site and walk to the brown slatted building that are situated on the Canal field. There is no vehicle access onto the field for parents, please use foot path provided.

Membership is non - negotiable and is necessary so that your child is covered by our Insurance Policy, for any case of accidental emergencies that may occur.

Membership is £15 per person per year which is paid after your first session, Cost to take part has been set at £5.00 per person, per week and must be paid either, made at each

session or can be made in advance at £75 for the year. failure to pay means non-participation in any event held that week. Please note everyone needs to pay the £15 along with the other payment method you have chosen.

So here's how it works:

Option 1 – to pay on the night like it always has been done: £15 for the membership and £5 per session, per week.

Option 2 – to pay in full for the whole time we operate so no need to worry about paying on the night. £75 this includes membership fee and all Wednesday sessions.

Payments can be made in person via cash or cheques, please make cheques payable to: Chichester Youth Canoe Centre or made online direct to our bank account, please contact us for the details.

All club members need to fill out a paper-based Membership form and return on their first session to the club along with payment.

Please note:

- All new young people wishing to try kayaking, get their first session
- Normal yearly fee is £90, reduced for this season due to starting back later on the water
- Should you wish to discuss the membership fees further, please contact a member of the committee directly.

CYCC CLUB MEMBERSHIP

Membership fee is set at £15 per person per year

What this includes:

- Full membership which will entitle members to paddle on the canal on club evenings. Boats, paddles and buoyancy aids are available, for use on club evenings.
- Changing rooms for both boys and girls are now available at the club.
- Inexpensive kit hires. We have a wide range of kayaks and other equipment which can be hired by members for use on trips or for personal use, subject to experience.
- Opportunities to attend club trips to white water rivers/courses across the UK will be open to members with suitable experience, (additional costs to cover fuel and possible venue hire may be incurred)
- Possible subsidies of up to 50% for club members undertaking leadership, safety, coaching or first aid courses, if such training benefits the club. (applications to be submitted to the Committee for consideration)
- Third party insurance for all members engaged in club activities (this insurance is provided via our affiliation with the British Canoe Union at a cost of £265 per annum)
- A yearly canal licence which entitles you to paddle on the canal using club boats, this price is paid by the Club at a cost of £12 per boat.
- High levels of coaching from volunteer coaches affiliated to the BCU.

What you need to bring with you to each Session.

- Suitable clothing to take part in according to the weather conditions (if coaches feel clothing is not suitable your child will not be allowed to participate) i.e. cold weather tracksuit bottoms and jumper and or wetsuit, no jeans. Warm weather shorts and t-shirt.
- A set of warm clothes to get changed into afterwards
- Set of footwear to be warm at all times in and out of the water. (no flip flops)
- A towel
- Rain Mac or another waterproof top.
- A drink and snack for afterwards.
- You may bring your own equipment such as Kayak, Paddle, Buoyancy Aid, Spray Deck and Helmet. One of our Coaches will assess the equipment to see if it is suitable for use within the Centre, please be aware that if the coach deems this equipment not to be suitable your child will be provided with an alternative to use.

CYCC CLUB CODE OF CONDUCT

It is the policy of Chichester Youth Canoe Centre that all paddlers, volunteers, coaches and parents show respect and understanding for each other and conduct themselves in a way that reflects the principles of the Club.

The aim is for all paddlers to improve performance and have fun. Everyone involved in the Club should abide by the Club Rules and Policies.

Paddlers

- Take care of all property belonging to the club or club members
- Treat other club members with respect at all times — on and off the water — treat other paddlers as you would want to be treated yourself
- Control tempers and avoid behaviour which may inconvenience or upset others
- Co-operate and listen to your coach or club officials

Club Officials, Coaches and Volunteers

- Consider the wellbeing and safety of paddlers before the development of performance
- Develop an appropriate working relationship with performers, based on mutual trust and respect
- Make sure all activities are appropriate to the age, ability and experience of those taking part
- Display consistently high standards of behaviour and appearance
- Follow BCU and club guidelines and policies
- Hold the appropriate, up-dated qualifications and insurance
- Encourage paddlers to value their performance and not just results
- Never condone the use of prohibitive substances

Parents/Guardians

- Help your child to recognise good performance, not just results
- Never force your child to take part in sport
- Never punish or belittle a child for loosing or making mistakes
- Publicly accept official's judgements
- Support your child's involvement and help them to enjoy the sport
- Use correct and proper language at all times
- Set a good example by applauding good performances of all paddlers

CYCC CENTRE RULES

All personal Information provided by you, will only be used by Chichester Youth Canoe Centre and will not be given to any third party organisation, group or person/s.

- The centre is not at any time held responsible for any loss or damage to personal equipment used during centre trips and evenings.
- Whilst involved during centre evenings and trips swearing and abusive language will not be tolerated, failure to adhere to this may result in being asked to leave the centre.
- Bullying (Physical and Verbal) will not be permitted at all times. Anyone caught bullying will be asked to leave the centre until further notice.
- No alcohol is to be consumed by any person under the age of 18, anyone caught drinking or in possession of alcohol will be asked to leave the centre premises.
- Anybody found participating or around anyone taking any form of illegal substances will automatically be banned from the centre, until further notice.
- The centre has a strict NO SMOKING Policy, within the High School Campus and on any centre trip.
- All participants are required to follow all instructions given by the centre coaches and volunteers who are involved in centre evenings and trips.
- Whilst taking part in any centre session all equipment issued must be worn, failure to comply will mean non-participation in that particular session.
- All centre equipment used during the session or trip will be the responsibility of the young person and any damage must be reported to the Duty Coach.
- When we arrange an Off-Site Activity such as a river trip, you must attend at least 3 sessions prior to the event and be up to the level required to participate. This is at the discretion of the senior coach running the trip.
- All trip fees must be paid in full at least 1 week before the event. When attending any centre trip, a parental consent form must be completed, signed and returned in order for the young person to attend.

SESSION STRUCTURE

5:30pm – Arrival time, the session will start at 6:00pm please use this time to get changed and be ready to meet your coach.

5:45-5:55pm – Meet with your coach and they assist with the issuing of the kit needed to start your session.

6:00pm – formal coaching session

6:40pm – Fun and games as a whole group

7:00pm – 7:15pm – Groups will start to come to an end of their sessions, 1 group will be getting of the water at a time and all young people will be required to help ensure that all kit is put away for their group and expected to help others. (this may be extended in the lighter months, but parents would be informed before the night)

No young person will be allowed to get changed at this point unless their coach has directed them to.

7:15pm -7:30pm - Meet back with you coach for a debrief of the session and then you will be dismissed to get changed/go home.

7:30pm – Home time.

At no time are young people or adults allowed on the pontoon without a Buoyancy aid and coach permission.