

# Minima Paddlesport Standard Operating Procedure

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## Executive Summary

This document contains the Minima Paddlesport Standard Operating Procedure which should be read in conjunction with the overall Minima Paddlesport risk assessment. However, specific risks relevant to the Standard Operating Procedure are included.

## Standard Operating Procedure

This section contains the Standard Operating Procedure and covers the following scenarios:

#	Description	Constraints and Requirements
1)	Club members taking out club boats without a Paddle UK qualified leader or coach present, launching from the Minima landing stage on the Thames immediately adjacent to the Minima Dinghy Park	<ul style="list-style-type: none"><li>a) Minimum of 2 paddlers who have either a PaddleUK Discover Award or higher personal performance qualification or have been assessed to have the skills to pass the Discovery Award by a Minima Leader or Coach and awaiting paperwork to be completed. A Higher qualification shall be either a PaddleUK Explore award or a PaddleUK Touring award.</li><li>b) Permitted only if the trip is in the club calendar or has been authorised or sanctioned by a club leader or coach.</li><li>c) May only operate between the northern most tip of Trowlock Island, Teddington and Hampton Court Bridge.</li><li>d) River conditions as determined by the environment agency must be green boards / no board.</li></ul>
2)	Club members taking out their own Paddle Craft, launching from the Minima Landing stage on the Thames	<ul style="list-style-type: none"><li>a) Club members are required to be a PaddleUK on the Water member.</li></ul>

	either immediately adjacent to the Minima Dinghy Park or from the landing stage immediately in front of the Minima Club House.	<ul style="list-style-type: none"> <li>b) The club member paddles entirely at their own risk.</li> <li>c) Minima recommends that a minimum of 2 paddlers go out together, and that they have training and experience appropriate for their craft and the conditions e.g. Paddle Discover.</li> </ul>
3)	Club members in either personal craft or club boats paddling with club leader or coach. This could be on a preplanned trip in the club calendar or a trip lead by a club leader or coach at the request of club members.	<ul style="list-style-type: none"> <li>a) All members paddling in a personal craft must be PaddleUK on the water members.</li> <li>b) A maximum of 8 paddlers per club leader or coach. A club leader or coach can nominate one or more suitably experienced or qualified paddler to supervise up to 8 additional paddlers. The minimum qualification to be nominated to supervise up to 8 people is 3 star/ Proficiency/ Paddle UK Explore or higher.</li> </ul>

In all the above scenarios, all paddlers must:

- 1) Be suitable equipped for the weather conditions including wearing a buoyancy aid.