

**MANOR FARM RANKING REGIONAL CLASSIC AND WAVEHOPPER RANKING WWR RACE AND OPEN CLASS RACE WITHIN MANOR FARM COUNTRY PARK  
SPAN OF CONTROL AND RISK ASSESSMENT  
BY SUSAN TEMPLETON**

**DUTY  
ORGANISER**

<b>NAMED PERSON OR DOCUMENT ETC</b>	<b>SUPPLEMENTARY NOTES</b>
THE SHARKS CANOE CLUB, Neal Underwood Mobile: <b>07951770241</b> Race Manager Susan Templeton Tel:07771746909 Email: susan13templeton@btinternet.com	<b>HARBOUR MASTER TO NOTIFY RIVER USERS OF RACE, COURSE AND RACE DURATION DAY OF RACE/BEFORE AS THEY DEEM FIT</b>  <b>If required course changes or race cancellation will be considered and implemented. If Gale Force 5/6 consideration to change course will be considered. If over Gale Force 6 two options will be considered depending on weather severity and paddler safety: Option 1: race shortened nearer finish or circular race near finish. Option 2 the race will be cancelled.</b>

**MANOR FARM COUNTRY PARK** 01489787055  
**DESIGNATED OFFICIALS FOR THE**  
**DAY/RACE ORGANISATION**

Manor Farm Country Park, formerly Upper Hamble Country Park, runs along the west bank of the River Hamble between the villages of Botley and Bursledon in Hampshire at grid reference SU496111. It is a Local Nature Reserve.  
**Address:** Pyland's Lane Bursledon, Southampton, Hampshire. SO31 1BH  
**Phone:** 01489 787055

**Note: No safety cover will be provided for WWR practice this is at the paddlers own risk.**

If you want or need help to practise ask the WWR race Organiser Susan Templeton and she will try to find an experienced paddler to help you.

<b>INSURANCE</b>	The Sharks Canoe Club.	<p>There may be an opportunity to try Wild water racing boats or wavehoppers if interested again ask WWR race Organiser Susan Templeton</p> <p><b>PARENTS OR PERSON IN “LOCO PARENTIS” MUST TAKE RESPONSIBILITY FOR ALL CHILDREN UNDER 18 PADDLERS OR SPECTATORS</b></p>
<b>Welfare Officer and Child Protection</b>	Mandy Combes Club Officer Susan Templeton (to oversee on the day)	<p>All issues other than plasters should be taken to the nearest NHS facility or if required call 999.</p> <p>If 999 called Manor Farm Country Park designated officer should be advised immediately to help co-ordinate access to area etc.</p>
<b>First Aid</b>	Basic first aid kit will be held at WWR Control see Susan Templeton	<p>All issues other than plasters should be taken to the nearest NHS facility or if required call 999.</p> <p>If 999 called Manor Farm Country Park designated officer should be advised immediately to help co-ordinate access to area etc.</p>
<b>Emergencies Minor and Major</b>	See Race emergency and First Aid plan	<p>Copy to be provided for WWR Executive needs and Manor Farm Country Park</p> <p>Inform Harbour master by mobile. Then inform race finish.</p>
<b>Incident Recording</b>	To be reported and logged with Susan Templeton	
<b>WAVEHOPPERS</b>	<p>All paddlers/clubs bringing wavehoppers will be asked if these can be used by other paddlers as required. This is not mandatory but it is hoped paddlers/clubs</p>	<b>THIS IS MANDATORY</b>

will oblige to help promote use of this type of racing boat.

### **WWR Race paddlers**

All WWR race paddlers will be required to wear safety helmets and buoyancy aid whilst practising and racing. All paddlers MUST wear buoyancy aids crash helmets are optional for you.

open class for over 18 paddlers ALL

PADDLERS UNDER 18 MUST WEAR BUOYANCE AID.

There may be an opportunity to try Wild water racing boats or wavehoppers if interested again ask WWR race Organiser Susan Templeton

Spray decks are highly recommended

### **WWR Race Practice**

For WWR practice ensure you have your own safety cover.

**NO SAFETY COVER WILL BE IN PLACE DURING PRACTICE THIS IS AT PADDLERS OWN RISK**

### **WWR Race**

For the WWR race safety cover is by paddlers racing and you must ask for help or any paddler seeing another who is or may be in difficulty should render assistance if they do not they face a potential life ban from the sport.

For the WWR race paddlers must wait on until the next two paddlers have finished there must always be two paddlers at the bottom of the race acting as safety.

**Facilities e.g. toilets, catering etc.**

**Toilets:** [See park map](#) is advised no child under 18 goes to the toilets on their own as the park is very busy and has many open and secluded paths and areas in which a child can get lost or distracted etc.,. Email: [susan13templeton@btinternet.com](mailto:susan13templeton@btinternet.com)

**Catering etc.:** Basic sweets and water/fizzy drinks available to buy from control

**Manor Farm café April to October 10am to 5pm**

Our café offers a mouth-watering medley of food and drink to enjoy on your visit.

Whether you fancy a hot cup of coffee with a slice of delicious cake, or a freshly-made sandwich with a cold drink, our tempting menu will have something to satisfy your taste buds. Children's meals are also available, and keep an eye open for our seasonal offers and themed treats.

**Entries (notification of wishing to race)**

Ideally to Susan Templeton in advance  
Susan Templeton will manage on the day

**07771746909**

All entrants or person in "loco Parentis" must complete a separate WWR entry form stating paddler is competent and medically fit to race the WWR race on the conditions etc. on the day.

Entry cost £5 for all ages/boats for British Canoeing members and £10 for non-members

which includes the British Canoeing Day ticket covering insurance.

**COMMUNICATIONS**

Mobile phone will be held by starter/finisher

**Paddlers please ensure bibs returned you will be charged £20 for a replacement if your bib goes missing**

**WWR race specific documents, bibs and stop watches ALSO MEDALS** To be provided by Susan Templeton

**WWR Race start and finish personnel**

Ideally from responsible WWR/Slalom parents

If numerous paddlers, start times will be at 30 seconds rather than one minute

**WWR START TIME**

8 July 2017 start 1200 from Bank near control or Jetty round a designated loop and finish at Jetty/point designated at briefing.

**RISK ASSESSMENT**

**L=LOW RISK (IF ADVICE FOLLOWED); M=MEDIUM RISK AND H=HIGH RISK (IF ANY RACE RISK DEEMED HIGH THEN RACE TO BE MOVED OR CANCELLED DUE TO BEING ADVERTISED AS SUITABLE FOR NOVICES)**

<b>HAZARDS</b>	<b>RISK TO WHOM</b>	<b>RISK AVOIDANCE, ACTIONS AND ADVICE</b>	<b>RATING IF PRECAUTIONS ETC FOLLOWED</b>
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**INSURANCE ETC**

<b>PADDLER CONTROL</b>	Paddlers	<p>A short briefing will be held just prior to the start by Susan Templeton</p> <p>All entrants or person in “loco Parentis” must complete a separate WWR entry form stating paddler is competent and fit to race the WWR race on the conditions etc. on the day.</p>	L
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<b>RACE ORGANISER.</b>	Organisation	Paddlers, spectators and parents etc. to follow instructions and safety, site etc. plans and directions from the organisers. It is their responsibility to acquaint themselves with this.
<b>INSURANCE CHECKS</b>	<b>COVER</b> Organisation Paddlers	<p>THE SHARKS hold a 5 million pound third party liability insurance L British Canoeing either individual or as a member of a British Canoeing affiliated club Hold a 10 million pound third party liability insurance.</p> <p>and All competitors will be checked for insurance cover at race entry as L either having:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> British Canoeing membership.</li> <li><input type="checkbox"/> Affiliated club British Canoeing membership.</li> <li><input type="checkbox"/> British Canoeing membership by buying a day ticket</li> </ul>
<b>COMPETENCE</b>	Paddlers	Paddlers are solely responsible for their own competence, medical L fitness and issues and welfare undertaking the race in the conditions present on the day.
<b>START AND FINISH NUMBERS MATCHING</b>	Organisation and Paddlers	<p>All entrants will complete an entry form stating competence (see separate form). For Under 18 paddlers, an adult with “Loco Parentis” for them entering and attempting the race and with knowledge of their ability will be required to sign as to their competence to race on the conditions on race day.</p> <p>All paddlers will have a start number and start time allocated. Start L and finish numbers will be compared.</p> <p>Paddlers will be briefed on ensuring they do not leave the race area without first reporting their withdrawal.</p>

Contact details will be held on entry forms if needed.

**SITE SPECIFIC**

**NON PADDLERS & Both MEMBERS OF THE PUBLIC**

The park on a Sunny day is full of members of the public. The paths etc. and toilets area are very busy with a car park alongside. Paddlers should watch when they move boats around, paddles etc. Also it is suggested no paddler under 18 should be allowed to move around the park for any reason e.g. taking canoes to river, going to the toilets etc., on their own (nor be left on their own in or around the beach/race course) it is a busy and big park.

**WATER GETTING IN AND OUT**

**GETTING IN AND OUT JETTIES** Paddlers and spectators

All WWR paddlers and spectators or officials getting on the water MUST wear a buoyancy aid. ALL paddlers MUST also wear a safety helmet.

Keep away from jetties etc. which can drag you under if tide against them. Angle your boat away from dangers and paddle away the tide can be much faster than you think.

It is recommended officials doing start and finish and parents, spectators etc., if on the bank and potentially prepared to intervene in a rescue wear a buoyancy aid.

Paddlers to be careful getting in and out and request assistance if required.

**OPEN WATER** Paddlers

The river can be quite exposed to wind and weather which may cause paddlers to be blown off course, on their side, experience waves etc. The bank can be a long way off in these conditions.

**TIDAL CONDITIONS** Paddlers

Race at top of tide so minimal tidal strength usually anticipated. BUT depending on tidal range on the day and weather and flood water the tide can be much stronger and/or come in and out much faster

**BOAT TRAFFIC** Paddlers

There may be some boat traffic on the river especially if a sunny day.

**CANOES  
MOVING BOATS  
CAPSIZE**

**WITH**Paddlers  
Paddlers

Avoid boats and watch out for waves from them. If unsure point your boat directly at the oncoming wave and paddle towards it keeping control in a straight line you will then ride over the wave and can then straighten yourself and get back on course.

Paddlers will be briefed to keep moving boats at a distance and if in doubt give way to other river craft well in advance.

**IN ALL CASES THE PADDLER TAKES PRIORITY OVER  
SAVING BOAT AND/OR EQUIPMENT**

Safety helmets must be worn by all WWR class paddlers

**Swim Paddlers will be briefed on risks and getting to nearest bank and attracting other paddler attention for rescue.**

**WWR code of conduct requires all paddlers to offer support to other paddlers when requested or if they see someone in potential difficulty with penalty of disqualification for life from competitive canoeing unless at risk/danger themselves.**

The paddler should get to the bank as quickly as possible with their canoe and paddle if they can. If they need help they MUST stop the next paddlers by calling for help from them. The water, current and tide may be strong and some paddlers may have difficulty in swimming against this. The finished paddlers must be alert to the paddlers on the race course and go to help immediately. Experienced paddlers will be asked to stay on the water (if they agree) to assist with safety in addition to the two finish paddlers on standby.

For the WWR race safety cover is by paddlers racing and you must ask for help or any paddler seeing another who is or may be in difficulty should render assistance if they do not they face a potential life ban from the sport.

For the WWR race paddlers must wait on until the next two paddlers have finished there must always be two paddlers at the bottom of the race acting as safety.

**NB: If a boat is lost downstream then let control Susan Templeton know so the River Hamble Harbour master can be notified so they do not search for a person in vain.**

**SHALLOW WATER,** Paddlers

The water may be shallow off the bank/beach. **L**

**STUCK ON SHALLOWS** Paddlers  
**(THESE MAY BE AS A  
RESULT OF HIGH  
TIDES)**

Practise route on the bank or on the water or go to WWR race briefing Paddler to try to work themselves free with hands etc. If safe to do **L** so (check water flow, what is below can you safely get in due to water depth, bank drop, water flow etc.,) get out and relaunch or ask help from the next paddler.

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**OVER HANGING TREES** Paddlers and Spectators  
**BRANCHES BRIDGES  
AND JETTIES ETC**

For the WWR race paddlers must wait on until the next two paddlers have finished there must always be two paddlers at the bottom of the race acting as safety.

Anything that can catch you or your equipment both on your **L** equipment/body and external to you can be very dangerous.

Tuck in bibs straps, any other loose trailing bits on you except for ensuring your spray deck loop is ready to pull off if needed.

Avoid trees and obstacles by angling your canoe away from them well in advance, the flow often takes you straight into some obstacles so act early if needed.

If you are swimming swim away from trees, jetties, bridges, and hazards and stay in deeper clear flow until you can see a clear area to swim and get out on.

If you do get caught do not panic try to extricate yourself unless it will make the situation worse and call for help.

**CONDITIONS** E.G. Paddlers and Spectators  
**WIND, WEATHER ETC.,**

**Review on day of race. Option includes course changes closer to the shore, shorter course or cancellation Consult with Manor Farm Country Park official AND River Hamble Harbour Master as required**

**BOAT SPECIFIC**  
**SAFETY CLOTHING**  
**AND EQUIPMENT**

All paddlers in the ranking WWR classes are and will be required to wear buoyancy aids, crash helmets. Spray deck recommended for closed cockpit canoes/kayaks which fully covers the canoe cockpit hole. All paddlers under 18 in any class will be required to wear buoyancy aids, crash helmets. Optional for those over 18 in the open race class BUT strongly recommended

Paddlers are required to ensure their safety clothing and equipment is in accordance with current safety regulations in WWR.

**CANOE FLOTATION** Paddlers

Canoes should be buoyant enough to float even if fully full with water so should act as support to a capsized canoeist if required.

Paddlers are required to ensure their canoe is buoyant.

**COLLISIONS** Paddlers

Canoe with moored boats/pontoons etc. **L**

Paddlers will be briefed on effects of wind and tide and need to avoid proximity of pontoons and moored boats

**EQUIPMENT FAILURE** Paddlers

Get to the bank or a shallow bank/area as quickly as you can or get L out and get to the bank/shallow safe areas and call for help from another paddler if required.

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For the WWR race paddlers must wait on until the next two paddlers have finished there must always be two paddlers at the bottom of the race acting as safety.

**ILL HEALTH INJURY**

**ILL HEALTH and or Paddlers INJURY**

If you can pull to the side or safe bank area, or an area you can beach L boat or hold on safely to something if you can get out and rest on bank. Call for help in any situation and report to the race organiser for first aid or treatment on site or wider help.

**SEE FIRST AID AND EMERGENCY PLAN**

For the WWR race safety cover is by paddlers racing and you must ask for help or any paddler seeing another who is or may be in difficulty should render assistance if they do not they face a potential life ban from the sport.

For the WWR race paddlers must wait on until the next two paddlers have finished there must always be two paddlers at the bottom of the race acting as safety.

**HYPOTHERMIA/HEAT Paddlers and spectators STROKE**

**Paddlers can withdraw from race by attracting other paddlers' L attention.**

**Wear clothing appropriate to conditions and that suits your own bodily temperature control needs**

**WEILS DISEASE**

Paddlers

**In all cases where there is any doubt as to the paddlers (or spectators etc. condition professional medical help should be called sooner rather than later**

**WEIL'S DISEASE**

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**Weil's Disease is a RARE but very serious illness which is caused by bacteria carried in the urine of rats (and some other animals). It can be contracted anywhere but especially around waterways. The descending scale of risk is: Stagnant water, canals and slow moving rivers (particularly after flash floods), swifter streams.**

**Precautions:**

- 1. Avoid capsize drill or rolling in stagnant or slow moving water**
- 2. Wash or shower after canoeing Cover minor scratches on exposed parts of the body with water-proof plaster**
- 3. Use foot-wear to avoid cutting feet**

**Should you become ill after canoeing (2-19 days) with a flu-like illness (temperature, aching limbs & joints) call your doctor and tell him/her you are a canoeist and may have come into contact with the Leptospirosis bacteria - see your Yearbook Contact the British Canoeing Office for more information – see for standard handout please.**

**EMERGENCY**

**EMERGENCY**

Paddlers and Spectators

**999 to be called.**

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**Inform Harbour master by mobile.**

**Then inform race finish.**

**Inform Manor Farm designated Officer for access etc.**