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**Water Activities**

* Emergency kit consisting of a Throw line and a First Aid kit must be available at all times and their location should be made known to all participants.
* A tow line must be carried at all times.
* A Safety Briefing shall be provided by the Instructor to all participants. All participants need to be briefed properly regarding manual handling skills whilst moving boats on land and / or from / to the water.
* At least two people are required to lift boats to avoid slips and strains.
* Instructors must have the appropriate qualification or permit to deliver the activity with the craft they choose and stick to any limits on numbers of participants.
* Under no circumstances should participants be allowed to move or empty single handedly boats that have water in them. This should always be done with assistance of at least one other adult.
* Groups should be warned about uneven or slippery surfaces and instructed to be careful where they walk.
* Horseplay of any kind should be discouraged on or off the water, with particular emphasis being given to deliberate capsizing of craft.
* Capsize drills must be explained fully to all participants.
* Activity instructors must take account of the weather conditions when planning a session, e.g., wind strength and temperature.
* Participants should warm up before commencing the activity.
* Group members and instructors must wear their buoyancy aids and suitable footwear at all times both on and off the water.
* Equipment must be checked that it is the correct size for the paddlers and adjusted accordingly.
* All paths must be kept clear of equipment.
* Any mess should be cleared from the launching area before starting the session.
* Launch the group carefully and beware of participants slipping whilst getting into or out of boats.
* Instructors must be able to go into the water at any time, with or without his / her boat if the need arises.
* Instructors must be aware of their responsibility for the whole group at all times and not allow themselves to be distracted. Any distracting behavioural problems must be referred to the group’s own leader.
* Efforts should be made to keep the group dry until the later part of the session to avoid cold.
* Instructors must respect individual preferences as not every group member may wish to get immersed.
* The whole group must be kept active with a mix of skills and games to prevent boredom and misbehaviour.
* It is the responsibility of the activity instructor to ensure that all equipment is stored correctly at the end of the session.