



Standards for Deployment Policy

Standards for Deployment Policy

Introduction

We are all responsible for creating a safer culture and environment. We acknowledge and recognise the great work that both volunteers and paid staff working in the sector undertake to ensure those engaging in paddling activity do so in a safe manner.

We launched our #SaferTogether strategy in October 2023. #SaferTogether sets out our vision for safer paddlesport and the actions needed to achieve this. A crucial stage of building this safer culture and environment is ensuring that anyone supporting paddlesport activity is appropriately trained, qualified, checked and competent.

This policy provides the standards for deployment for those involved in paddlesport, ensuring that the activity is delivered safely and that all deployers understand the standards required.

Scope of the Standards for Deployment Policy

The policy provides the standards for deployment required for delivering paddling activity within all affiliated Clubs, National Association events, activities. The policy covers requirements for a variety of roles including, club and discipline committee members and volunteers, formal instructing, coaching, leading, and those organising, supervising and supporting events and trips.

For commercial operators of paddling activity there is a specific deployment document setting out requirements of affiliated Delivery Partners.

For further support there are a series of guidance documents available on the Paddle UK website including FAQs, glossary, a quick glance guide and further training opportunities.

Requirements

For each role identified within the policy there are standard requirements including some or all of the following:

- Membership or Insurance (certain membership categories may provide appropriate insurance cover)
- Qualifications (certificated by a regulated Awarding Body - BCAB)
- Training
- First aid
- Safeguarding training and criminal record checks
- Age

Anyone deployed to undertake regulated activity **must** have an appropriate Criminal Records Check in line with the nation or region of operation and aligned to the Paddle UK Disclosure Policy.

Policies and Procedures

As well as the standards for deployment, Clubs, and National Association Committees must have policies and procedures which contain information on best practice that need to be followed. These policies and procedures may include but are not limited to:

- Health and Safety Policy
- Standard Operating Procedures
- Risk Assessments
- Code of Conduct
- Safeguarding Policy
- First Aid Provision
- Equality Policy

Clubs may choose to create and implement their own policy or to formally adopt the relevant National Association policy.

Volunteers

There are many other roles within Clubs and National Association Committees that do not have specific roles or titles, however, provide fundamental support to the delivery of paddlesport activity. The nature and scope of the role would determine whether safeguarding and other training is required. Guidance is available from your National Association.

Committee Members

| Membership | Safeguarding and Criminal Record Checks |
|---|---|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership ● Club Associates in the case of Club events or activities <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>If working with children completion of UK Coaching Safeguarding and Protecting Children (England and Wales) or Sport Scotland Child Wellbeing and Protection in Sport (Scotland) or Safeguarding Children and Young People workshop (Northern Ireland)</p> <p>and</p> <p>BCAB Safeguarding Refresher <i>or</i> UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>OR</p> <p>If not working with children, completion of BCAB Introduction to Safeguarding eLearning every three years.</p> <p>Anyone deployed to undertake regulated activity must have an appropriate Criminal Records Check in line with the nation or region of operation</p> |

Safeguarding/Welfare Officer

| Membership | Training | Safeguarding and Criminal Record Checks |
|---|--|--|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership ● Club Associates in the case of Club events or activities <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> | <p>Completion of:</p> <p>UK Coaching Safeguarding and Protecting Children <i>or</i> approved Designated Safeguarding Lead training</p> <p>and</p> <p>Time to Listen training course (England & Wales) <i>or</i> Sport Scotland Child Wellbeing and Protection Officer Training (Scotland) <i>or</i> Sport Northern Ireland Designated Officer Workshop</p> <p>and</p> <p>BCAB Safeguarding Refresher or UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p> |

Safety Officer

| Membership | Training | Safeguarding and Criminal Record Checks |
|--|--|--|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership, ● Club Associates in the case of Club events or activities <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Attendance at a National Association Event Safety Training within the last 3 years</p> <p>Completion of the British Canoeing Awarding Body eLearning, Risk Management and Risk Assessment eLearning</p> | <p>Completion of BCAB Introduction to Safeguarding eLearning every three years</p> |

Formal Instructing, Coaching, and Leading

Anyone responsible for the delivery of formal instructing, coaching, and leading needs to meet the standards for deployment. Those deploying or being deployed to deliver formal instructing, coaching and leadership should refer to the [Environmental Definitions document](#) for appropriate qualifications and ratios

Competence

Instructors, leaders, coaches, and anyone responsible for the delivery of formal paddlesport activity must hold a British Canoeing Awarding Body recognised qualification and maintain an appropriate level of competence, and a commitment to ongoing training to ensure safe and current practice. Where a specific discipline does not have a specific qualification, similar qualifications can be used and supplemented with bespoke training.

Continuous Professional Development (CPD)

As well as the minimum requirements, Instructors, Leaders, and Coaches must also have recorded Continuous Professional Development on their membership system to be recognised as current.

Instructor Operating Under the Safety Framework of the Deployer

| Age | Membership | Minimum Qualification | Training & CPD | Safeguarding and Criminal Record Checks |
|--|---|---|---|---|
| Instructors 14 years of age and over can be deployed work under the safety framework of the deployer. | Paddle England <ul style="list-style-type: none"> On the Water membership Paddle Scotland <ul style="list-style-type: none"> Full or Junior membership Canoe Wales <ul style="list-style-type: none"> On the water membership Paddle Northern Ireland <ul style="list-style-type: none"> Full or Youth Membership | <ul style="list-style-type: none"> BCU Level 1 Coach BCAB Paddlesport Instructor BCAB Stand Up Paddleboard Instructor Stadium Raft Guide Bellboat Helm | Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching. Required to maintain Continual Professional Development gaining 20 points over a 3-year period | Completion of BCAB Introduction to Safeguarding eLearning every three years |
| Age | Membership | Minimum Qualification | Training & CPD | Safeguarding, Criminal Record Checks and First aid |
| Instructors 18 years of age or over can be deployed without direct supervision. | Paddle England <ul style="list-style-type: none"> On the Water membership Paddle Scotland <ul style="list-style-type: none"> Full or Junior membership Canoe Wales <ul style="list-style-type: none"> On the water membership | <ul style="list-style-type: none"> BCU Level 1 Coach BCAB Paddlesport Instructor | Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching. Required to maintain Continual | If working with children completion of UK Coaching Safeguarding and Protecting Children (England and Wales) or Sport Scotland Child Wellbeing and Protection in Sport (Scotland) or Safeguarding Children and Young People workshop (Northern Ireland) |

| | | | | |
|--|--|--|--|---|
| | <p>Paddle Northern Ireland</p> <ul style="list-style-type: none"> • Full or Youth Membership | <ul style="list-style-type: none"> • BCAB Stand Up Paddleboard Instructor • Stadium Raft Guide • Bellboat Helm <p>and</p> <p>Completed site or session specific training and assessment</p> | <p>Professional Development gaining 20 points over a 3-year period</p> | <p>and</p> <p>BCAB Safeguarding Refresher or UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p> <p>If not working with children, completion of Paddle UK Introduction to Safeguarding eLearning every three years.</p> <p>Required to hold an appropriate first aid certificate under British Canoeing Awarding Body's First Aid Policy.</p> |
|--|--|--|--|---|

Coaches and Leaders

| Age | Membership | Minimum Qualification | Training & CPD | First Aid | Safeguarding and Criminal Record Checks |
|---|---|---|--|--|---|
| <p>Coaches, and/or Leaders 18 or over can work independently. Those aged under 18 but over 16 years of age must work under the safety framework of the deployer.</p> | <p>Paddle England</p> <ul style="list-style-type: none"> On the Water membership <p>Paddle Scotland</p> <ul style="list-style-type: none"> Full or Junior membership <p>Canoe Wales</p> <ul style="list-style-type: none"> On the water membership <p>Paddle Northern Ireland</p> <ul style="list-style-type: none"> One of the following: Full or Youth Membership | <ul style="list-style-type: none"> BC Paddlesport Instructor (completed before 01/01/2019) BC/UKCC Level 1 Coach BCAB Level 2 Coach or above BCU Level 2 Coach or above BC 4 Star Leader or above BC Leader BC Raft Guide or above | <p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> <p>Required to maintain Continual Professional Development gaining 20 points over a 3-year period</p> | <p>All coaches and leaders are required to hold an appropriate first aid certificate</p> <p>British Canoeing Awarding Body's First Aid Policy.</p> | <p>If working with children completion of UK Coaching Safeguarding and Protecting Children (England and Wales) or Sport Scotland Child Wellbeing and Protection in Sport (Scotland) or Safeguarding Children and Young People workshop (Northern Ireland)</p> <p>and</p> <p>BCAB Safeguarding Refresher or UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>If not working with children, completion of BCAB Introduction to Safeguarding eLearning every three years.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p> |

All British Canoeing Awarding Body (BCAB), British Canoe Union UK Coaching Certificate (BCU UKCC), and British Canoe Union certificated qualifications are recognised. Further information can be found in the [Environmental Definitions and Deployment Guidance](#).

Competition and Event Organisers

| Membership | Training | Safeguarding and Criminal Record Checks |
|---|--|---|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership ● Club Associates in the case of Club events or activities <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Attendance at a National Association Event Safety Training within the last 3 years</p> <p>Completion of the British Canoeing Awarding Body eLearning, Risk Management and Risk Assessment eLearning</p> | <p>Completion of BCAB Introduction to Safeguarding eLearning every 3 years.</p> |

Safeguarding/Welfare Officers for Competitions & Events

| Membership | Training | Safeguarding and Criminal Record Checks |
|---|--|---|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> | <p>Completion of:</p> <p>UK Coaching Safeguarding and Protecting Children or Designated Safeguarding Lead training</p> <p>and</p> <p>Time to Listen training course (England & Wales) or Sport Scotland Child Wellbeing and Protection Officer Training (Scotland) or Sport Northern Ireland Designated Officer Workshop</p> <p>and</p> <p>BCAB Safeguarding Refresher or UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p> |

Safety Officers for Events or Competitions

| Membership | Training | Safeguarding and Criminal Record Checks |
|---|--|--|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Completion of the British Canoeing Awarding Body eLearning, Risk Management and Risk Assessment eLearning</p> | <p>Completion of BCAB Introduction to Safeguarding eLearning every three years</p> |

Trip Organisers, Team Managers, and Other Organising Roles

| Membership | Training | Safeguarding and Criminal Record Checks |
|---|--|---|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate within club activity ● On the Bank membership ● On the Water membership <p>Paddle Scotland</p> <ul style="list-style-type: none"> ● Full or recreational membership <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Completion of the British Canoeing Awarding Body eLearning, Risk Management and Risk Assessment eLearning</p> | <p>If working with children completion of UK Coaching Safeguarding and Protecting Children (England and Wales) or Sport Scotland Child Wellbeing and Protection in Sport (Scotland) or Safeguarding Children and Young People workshop (Northern Ireland)</p> <p>and</p> <p>BCAB Safeguarding Refresher or UK Coaching Renewal: Safeguarding and Protecting Children every 3 years thereafter.</p> <p>If not working with children, completion of BCAB Introduction to Safeguarding eLearning every three years.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p> |

Anyone organising or supporting Trips or Training Camps must ensure there is appropriate first aid and safeguarding provision for the activity and numbers attending.

Chaperone / Loco Parentis, Driver (solely of Children), Host Family Parent or anyone that takes direct responsibility, for children and adults at risk at trips or events

| Membership | Training | Safeguarding and Criminal Record Checks |
|--|--|--|
| <p>Paddle England One of the following:</p> <ul style="list-style-type: none"> ● Club Associate within club activity ● On the Bank membership ● On the Water membership <p>Paddle Scotland One of the following:</p> <ul style="list-style-type: none"> ● Full membership ● Recreational Membership ● Club Associates in the case of Club events or activities <p>Canoe Wales One of the following:</p> <ul style="list-style-type: none"> ● Associate membership ● On the Bank membership ● On the Water membership <p>Paddle Northern Ireland One of the following:</p> <ul style="list-style-type: none"> ● Full Membership ● Recreational Membership ● Club and Affiliated Club Membership | <p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> | <p>Attendance of a basic understanding of safeguarding and protecting children: UK Coaching Safeguarding and Protecting Children, Sport Scotland Child Wellbeing and Protection in sport, Safeguarding Children and Young People workshop or equivalent within the last 3 years or refresher thereafter.</p> <p>Note: Anyone deployed to undertake regulated activity must have an appropriate Criminal Records Check in line with the nation or region of operation</p> |