

## Border Kayak and Canoe Club Standard Operating Procedures

Procedure Title	More challenging river trips
Revision & date	Rev 1, 11/1/26
Owner	Club coaching lead
Purpose	Skill development for club members who have all their own boat and gear. Longer and more technical river trips to WW Kayak / Open Canoe Leader upper remit.
Lead BCAB qualification level	WW Kayak Leader, WW Open Canoe Leader Consider having an experienced assistant.
Risk assessments for this activity	River, Moderate water
Example locations	River Tweed in moderate to high flow from Rutherford to Kelso including Rutherford and Makerstoun rapids (if the participants want) River Till from Etal to Twizel Bridge in moderate flow with the option of the weir Multi-day trips from a base
Procedure	<ul style="list-style-type: none"> <li>• Post the event on Spond</li> <li>• Check the suitability and number of participants.</li> <li>• Consider having an assistant.</li> <li>• Maximum BCAB ratio for solo craft of 6:1. Recommended we use 4:1 to ensure a safe and high quality session</li> <li>• This level of trip is not suitable for children</li> <li>• All participants to carry ICE cards</li> <li>• Organise the shuttle ensuring all gear is in the right places</li> <li>• Involve everyone in moving the boats safely between the cars and the river</li> <li>• Get everyone into suitable gear.</li> <li>• Check that club or personal gear is suitable and fitted correctly</li> <li>• Participants will have their own gear and boat which must be checked for suitability and correct fit / usage</li> <li>• The trip leader must carry appropriate spare and emergency gear. This may be distributed among the group.</li> <li>• When on the water check all grab tabs are clear and accessible</li> <li>• After the session and all boats and gear is stored check with all the participants. Did they enjoy the session? What did they learn? Will they come back for more? What could be done better?</li> </ul>
Activity briefing	<p>When everyone is kitted up and the boats are near the water.</p> <p>MYABCDE            Me; Introduction, role and responsibilities as group leader            You: Aims for the day, experience, skills, confidence            Area: Planned paddling route. Features on the river and options.            Boats: Check all equipment and clothing, wearing + spares, gear, food and drink            Comms: Methods of communication, signals, positioning, keep in sight            Doctor: Any relevant medical conditions, medication            Emergency: Swim &amp; rescue plans, actions by group, swimmer &amp; rescuer.            ICE cards.</p> <p>Advise group what to do if the leader gets injured or needs help.</p>