



Standards for Deployment Policy for Commercial Paddlesport Providers

Standards for Deployment Policy

Introduction

We are all responsible for creating a safer culture and environment. We acknowledge and recognise the great work that those 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 commercial organisations that are 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 covers requirements for a variety of roles including supervisor, instruction, coaching and leading, however due to the wide range of roles and titles used within the commercial sector, it is not possible to list all titles within this document, but they would have similar responsibilities

For Clubs and National Association Committees there is a specific deployment document setting out requirements of those affiliated to Paddle UK.

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
- Continual Professional Development

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, commercial paddlesport providers should 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

Minimum Requirements for Specific Roles

The next sections provide the minimum requirements for each role in further detail, consideration needs to be given to employees or contractors who hold more than one of these roles, in all cases the higher requirement should be used.

Supervisory Role - Business Lead/ Full Administrator

This person has the highest level of access and responsibility for your staff, volunteer and customer data, these requirements should also be considered for anyone involved in the recruitment of staff and/ or volunteers.

Training	Safeguarding and Criminal Record Checks
<p>Safer Recruitment Training within the last 3 years or refresher thereafter.</p> <p>Note: at least one person with Safer Recruitment Training should be part of your recruitment panel for employee's and/ or volunteers.</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>

Administrator

Safeguarding and Criminal Record Checks
<p>If working with children attend a basic understanding of safeguarding and protecting children: UK Coaching Safeguarding and Protecting Children, sportsotland Child Wellbeing and Protection in sport, Safeguarding Children and Young People workshop or equivalent within the last 3 years or refresher thereafter.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p>

Head of Paddlesports

This is your lead for paddlesport activity, they are responsible for the deployment of paddlesport staff and/or customers undertaking paddlesport activity. They should be qualified for the environment and craft your customers will be using and where your staff are working.

Age	Membership	Qualification	Training & CPD	First Aid	Safeguarding and Criminal Record Checks
18 or over.	Appropriate Paddle UK, Paddle Scotland, Paddle Northern Ireland or Canoe Wales Membership.	<ul style="list-style-type: none"> • BCAB Coach or above • BCU Level 3 Coach or above • BCAB Raft Policy or above 	<p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> <p>Required to maintain Continual Professional</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>

			Development gaining 20 points over a 3-year period		<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 Paddle UK Introduction to Safeguarding eLearning every three years.</p> <p>Appropriate Criminal Records Check in line with the nation or region of operation</p>
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Safeguarding Lead

This is your designated safeguarding lead, depending on your operational need they may require specific safeguarding lead training.

Training	Safeguarding and Criminal Record Checks
Safer Recruitment Training within the last 3 years or refresher thereafter.	Completion of: UK Coaching Safeguarding and Protecting Children <i>or</i> approved Designated Safeguarding Lead training and Time to Listen training course (England & Wales) <i>or</i> Sport Scotland Child Wellbeing and Protection Officer Training (Scotland)

	<p><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>
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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 	<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>	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 Paddle Northern Ireland	<ul style="list-style-type: none"> BCU Level 1 Coach BCAB Paddlesport Instructor BCAB Stand Up Paddleboard Instructor 	<p>Completion of the British Canoeing Awarding Body eLearning, Code of Conduct for Coaching.</p> <p>Required to maintain Continual Professional Development gaining</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>

	<ul style="list-style-type: none"> • Full or Youth Membership 	<ul style="list-style-type: none"> • Stadium Guide • Bellboat Helm <p>and</p> <p>Completed site or session specific training and assessment</p>	<p>20 points over a 3-year period</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 BCAB 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>
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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>