



## Member Induction Document.

Welcome to Hereford Kayak Club I hope you enjoy your membership. We are a small friendly Marathon Racing and Social Paddling Club with novice members through to top marathon division paddlers.

### **Our Aims, Visions and Objectives for the Club are:**

- To offer coaching and competitive opportunities in Paddlesports.
- To promote the Club within the local community in Paddlesports.
- To manage the Club boats within the Hereford Rowing Club facility.
- To ensure a duty of care to all members of the Club
- To provide all its services in a way that is fair to everyone.
- To be affiliated to Paddle UK.

### **Club Constitution:**

The Club Constitution can be found on the Club web-site and details the way in which the Club is managed. The document is reviewed and re-adopted at the AGM each year to ensure that it remains relevant.

### **Club Management Documents:**

The Club members have adopted the following policies and documents in an aim to achieve the smooth running of the Club and to ensure an enjoyable environment for all members.

- Health and Safety Statement.
- Code of Conduct.
- Equality Policy Statement.
- Safeguarding Children and Adults at Risk Policy.
- Data Privacy Policy
- Anti-Bullying Policy

These documents can also be found on the Club web site and are reviewed and re-adopted at the AGM each year.

It is important that Club members familiarize themselves with the above documents to ensure the smooth running of the Club.

### **Club Committee:**

The Club committee are elected at the AGM each year and details of the current committee members can be found on the Club web site. Any member wishing to join the committee should make it known to the Chair prior to an upcoming AGM.

**Generic Risk Assessment:**

The committee have produced risk assessment for Club paddles on the river Wye between Lower Red Rock and the Hereford Sewage Pipe Bridge. A copy of this assessment can be found on the Club web-site and on the rear of the boat house door. All members should make themselves aware of this document.

**Incident / Accident and Near Miss Reporting:**

On the rear of the boat shed door can be found a plastic box containing a copy of the Incident / Accident and Near Miss reporting procedure and reporting documents. Should you experience / witness an incident please complete the report and pass it to a committee member.

Should you require any additional information, please talk to your coach or a committee member who will be happy to advise or discuss anything with you.

I hope that you enjoy your membership with Hereford Kayak Club.

Dave Goldsmith  
Committee Chair.