



Wallis Spirit Dragons Inc

Training Policy



TRAINING VENUE – NORTH COAST INCLUSIVE AQUATIC FACILITY, COOMBA PARK

This document should be read in conjunction with the following policies, available on the DBNSW website <https://www.dbnsw.org.au/resources/policies-guidelines/> under “Risk & Safety”:

- Safety Policy: <https://cdn.revolutionise.com.au/cups/dbnsw/files/ihawkvvyor9vztb6.pdf>
- Water Safety Policy (March 2021):
<https://cdn.revolutionise.com.au/cups/dbnsw/files/w5hofvrdfm8fppl0.pdf>
- AusDBF Adverse Weather Guidelines:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/sbbq1qpbymbam4gn.pdf>
- AusDBF Sun Protection Guidelines:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/xy10jocshshtyh5a.pdf>
- Capsize Procedure Policy:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/2hsafpcdqmw4tmlo.pdf>
- AusDBF Concussion Policy:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/ij7efov0twlojivx.pdf>
- Coaching and Sweeping Policy:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/cxpwttrntzctwe0v5.pdf>
- Skills Test Guidelines:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/frs1qj5udhggplnz.pdf>
- Management of Distressed Paddlers Policy:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/ebb5ni7wqeilruzk.pdf>
- Risk Management Policy:
<https://cdn.revolutionise.com.au/cups/dbnsw/files/r4bulnzlbbq6hjec.pdf>

The following additional points apply to WSD training sessions:

- A Coach and/or Sweep must complete the Training/Event Safety Checklist through Safe365 before every session as it is a great tool to assess whether it is safe to train or not.

Coaching and Sweeping

DBNSW Coaching and Sweeping Policy

<https://cdn.revolutionise.com.au/cups/dbnsw/files/cxpwttrntzctwe0v5.pdf>

Additional for Wallis Spirit Dragons:

- A Coach and a Sweep must be on board for each training session
- If the Coach and the Sweep are the same person, there must be another person on board who has First Aid qualifications.
- Trainee Sweeps are restricted to the training area of Paling Fence Bay, Wallis Lake and north to the eastern point of Lakeside Reserve, Coomba Park.
- All qualified Sweeps taking a boat of paddlers out with or without a trainee Sweep, must carry:
 - A mobile phone in a waterproof pouch, switched on.
 - The mobile phone number, displayed in or on the pouch.
 - Marine Rescue phone number listed in phone contacts.
 - An Emergency Access Point document for Coomba Aquatic Club (and if sweeping out of the training area, Emergency Access Point information relevant to the area).
- From July 1 2023 all Sweeps and anyone on the drummer's seat must wear a PFD.
- Anyone not paddling or not completing a swim test must wear a PFD

Noise

- Drumming should not occur before 7am weekdays or 8am Sundays.

Safety

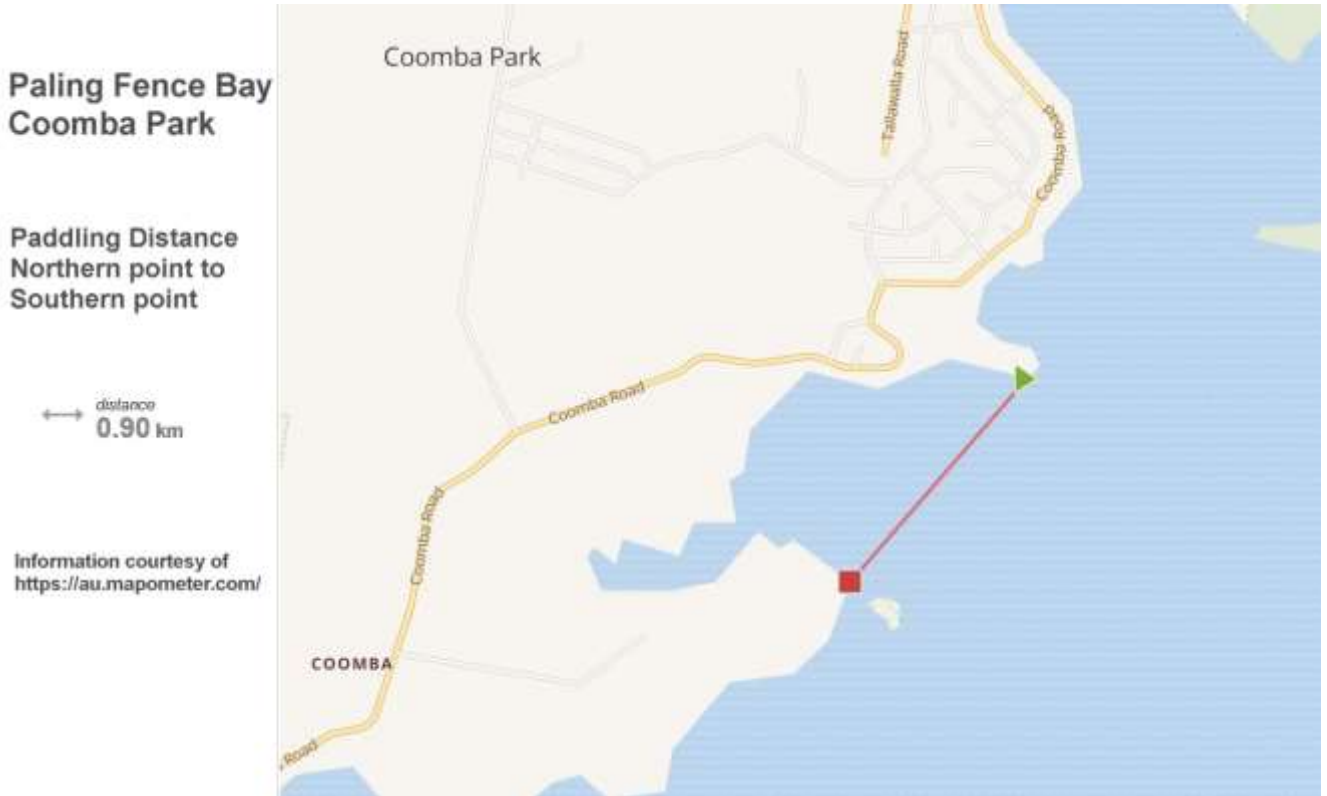
DBNSW Water Safety Policy

Link: <https://cdn.revolutionise.com.au/cups/dbnsw/files/w5hofvrdfm8fppl0.pdf>

- Swim Test:
 - All new members must complete a 50 metre swim test wearing paddling clothing within 4 months of joining the club. Further swim tests are carried out every year. For further information on the requirements of the swim test, refer to the DBNSW Skills Test Guidelines
 - If the WSD member does not pass or complete the 50m swim test they must wear a PFD.
- Capsize Drill:
 - All WSD members are to participate in an on-land capsizes drill as soon as possible after joining the club and at least twice a year.
 - On-land capsizes drills are to be conducted by a qualified Sweep.
 - On-land capsizes drills should be performed at regular intervals, at the WSD committee's and sweeps' discretion.
 - Persons attending Learn to Paddle Programs must undertake an on-land capsizes drill at the first session.
 - The Club to retain a record of members completing the capsizes drill (For information refer to p26-30 of the DBNSW Sweep Handbook (v6))
- Medical Forms:
 - All members are to complete a Medical form within 2 months of joining. This information is kept sealed unless needed in an emergency.

- Members to review their medical forms at least every 2 years or when their details change
- Training sessions:
 - Must be conducted less than 400 metres from the shore.
 - If more than 400m from shore all participants must wear a PFD

NB this excludes paddling from the northern to the southern point of Paling Fence Bay and vice versa.



- Launching the Boat:
 - 10's boat – a minimum of 8 people (may include wranglers) are required to launch and retrieve the dragon boat.

Note: Wranglers may not be required to launch the boat, if the Coach/Sweep considers that the boat can be launched safely with the available crew.
 - 20's boat – At the Coach/Sweep's discretion, a minimum of 8 people (depending on their fitness) are required to launch and retrieve the dragon boat.
 - It is at the Coach's discretion (dependent on the fitness of the people) as to whether the 10's or the 20's boat is used for a session when 11 people are available.
 - Rubber mats to prevent slipping on the concrete ramp are to be used at all times and paddlers directed to remain on the mats at all times.
 - A minimum of 2 people are required to
 - lift stern or bow of boat
 - move the boat closer to shore so paddlers can disembark safely
 - move the boat away from the shore while loaded with crew.

- During a training session, all boats used must have a safety bag attached containing tow rope, First Aid kit, club mobile phone (turned on) and emergency access point documents (refer DBNSW Safety Guidelines).
- The First Aid Kit is to be checked and use-by dates reviewed at the beginning of each financial year. This is the responsibility of the WSD Equipment Officer or a member they nominate.
- If channel marker and Black Rock lights are on, the dragon boat must be fitted with the appropriate lighting switched on.
- In low light conditions it is mandatory for Sweeps to wear a high visibility vest.
- It is highly recommended that Sweeps use a head lamp in conditions of low visibility.
- Unloading the Boat:
 - If the boat begins floating and is unsafe for crew members to disembark, a minimum of 2 people will pull the boat closer to shore. Paddlers already disembarked may be required to act as boat wranglers.
- Procedures for incidents of injuries that may occur:
 - All Sweeps and Coaches are to have first aid qualifications.
 - If an injury occurs on the boat:
 - the Coach or a qualified paddler is to administer First Aid
 - the Sweep is to ring 000
 - the Sweep is to take the boat directly back to shore at a safe speed.
 - If an injury occurs to the Sweep on the boat:
 - the Coach or a paddler is to ring 000 using the Sweep's mobile or the club mobile phone located in the safety bag
 - the Coach or a qualified paddler is to administer First Aid
 - the paddlers are to take the boat directly back to shore. Steering the boat will require a competent paddler to sit on the dragon boat's rear flotation tank in front of the sweep arm and use a paddle to steer, as for kayaking. If the crew is not capable of doing this, ring Marine Rescue Forster +61 2 **6554 5458**, immediately.

Weather

DBNSW Adverse Weather Guidelines

Link: <https://cdn.revolutionise.com.au/cups/dbnsw/files/sbbq1qpbynbam4gn.pdf>

In addition, for Wallis Spirit Dragons,

- Training sessions are cancelled if heavy rain reduces visibility
- Training sessions are cancelled if white caps or large swell are visible in the training area.

Policy Review:

This policy will be reviewed as necessary but not less frequently than every 2 years.

Date: Version 2 – 09/10/2024..... **Sign-off:**

Date: **Sign-off:**

Date: **Sign-off:**

Date: **Sign-off:**

Date: **Sign-off:**