



CUCKMERE VALLEY CANOE CLUB

Coaches' Evening: 2 March 2019

Minutes **amended**

Present:

- Gordon Almond
- Darren Ashley
- Nick Baldwin Charles
- Nick Clutton
- Emily Cooke
- Ashely Cooke
- Sarah Divall
- Steve Douch
- Justin Early
- Megan Early
- Charlotte Fleming
- Helen Frost
- Kevin Galway
- James Harley
- Nicola Hern
- Tom Jones
- Frances Jones
- Carol Lamberth
- Morgan Lamberth
- Tony Lamberth
- Paula Leighton
- David Marchant
- Andy Nicholson
- Pat Oakley
- Iain Paterson
- Carly Porter
- Ian Powis
- John Rennie
- Helen Richardson
- Gary Wadmore
- **Kate Waite**
- Stephen Wright

Apologies

- Paul Voss
- Ali Eley
- David Lynch
- Colin Beard
- Liz Beard
- Ali Larkin

Qualifications & Safeguarding – Helen F

Item	Action
CVCC holds hard copies of coaches' information and a master spreadsheet. So copies of all new certificates need to be given to HF. When a coach gets a new certificate, they need to submit it to British Canoeing. It is each coach's responsibility to submit / upload their certificates to British Canoeing for: <ul style="list-style-type: none">- Safeguarding- First Aid- Any courses for coaching update You need to log in to your profile on British Canoeing and upload a scan of your certificate.	All – Submit copies of any new certificates to Helen F helen@cvcc.org.uk All – Each coach must submit any new/ renewed certificates to British Canoeing

The new process of sending personalised summaries to coaches will continue in 2020.	
Each coach needs to have: <ul style="list-style-type: none"> • 3-hour face-to-face course • Site specific Training • DBS • First Aid • British Canoeing membership 	
Plan for CVCC to run a face-to-face safeguarding for CVCC coaches held at the Barn on a Sunday afternoon	HF - Contact Luke for details on previous course or to source alternative
Model behaviour. It is up to all coaches to uphold the safeguarding policy of the club. Make sure an adult is never alone with a junior club member, so support each other in this.	

Events calendar – Paula L

Item	Action
Many thanks to everyone that has submitted events already. Can anyone that wants to run a trip/ event/ course please let Paula L know so she can make sure there are no clashes?	All – Let Paula L know of any dates you want.
Confirmed dates: <ul style="list-style-type: none"> • Women’s Day: 12 May • Alfriston Trip: 19 May • Wild camp: 1 & 2 June • Medway trip: 8 June • Paddle Round the Pier: 7 July (non-Club event) • Junior’s Day: 14 July • Waller’s Haven: 20 July • Wye: 3 & 4 August • Big Splash: 8 September • Alfriston: 15 September • Gower Trip: 19 & 20 October 	
Lee Valley trip: 29 June 6-8pm. Need one L3 Whitewater and support from L2 coaches	All – Let David M know if you have the qualifications and can support the trip
The CVCC general email has received a lot of enquiries from potential Need to set dates for the GoCanoe sessions ASAP. End of May to early August. Every second Wednesday: 29 May - 7 August 6-8pm Set dates up on Facebook for coaches to sign-up	NH – Set up call for coaches to cover dates on Coaches’ Facebook page
Carol L - While trips are good, we need to ensure that the Sunday Club paddle at the Barn are protected. Paula L – Trips can run on a Saturday Nick BC – Please can coaches sign up in advance for the Sunday mornings	All – Sign up in advance for any Sundays you can cover

Coaches Relationship/ Reward – Pat O

Item	Action
<p>6 sessions one which can include a trip. Is this a reasonable ask? General consensus is that this is okay.</p>	
<p>CVCC wants to reward coaches for their commitment. How would coaches like to be thanked by CVCC? Ideas:</p> <ul style="list-style-type: none"> - Meal at end of the Season - BBQ at RNLI Newhaven - Bowling - Go-karting <p>Stephen W – There had been a suggestion for club skills updating for coaches by running a training session at CVCC. Steve D – Initial conversations have been had to get Graham in to do training on forward paddling and rescues. David M – It would be good to get a different L5 coach for different input. Ian P – Has been in touch with Peter Yates to run training.</p>	<p>PO/ IP - Collect ideas during April / May to plan</p> <p>IP - To contact Peter Yates to get some dates for Saturdays or Sunday afternoons for training.</p>

New Awards – Ian P

<p>All coaches who want to deliver any of the new courses need to complete the British Canoeing 'Performance Award e-learning'. CVCC would like to encourage all coaches to do this. It is £15 for which CVCC will reimburse. Email proof of completion to cvcc@cvcc.org.uk along with bank details for payment</p> <p>Ian P - Acts as a useful 3-year update but please do not sit back and accept this as the standard, continue to develop your skills through coaching updates. You can apply to CVCC Development Fund for support for training.</p> <p>The new awards are a massive change but it is a positive change: the focus is on the paddler.</p> <ul style="list-style-type: none"> - Start Award: More than a 'give-away award', coaches need skill to deliver this. It is delivered by a L1 coach who has done the online update. CVCC can download and give out the certificate, free of charge. - Paddle Discover: It is delivered by a L1 coach who has done the online update. This is an open syllabus. British Canoeing aim for this to enable a paddler to go out on their own. CVCC will not view this as advisable. - Paddle Explore: We can tailor this to suit our Club. There are core, set elements; beyond this we can add elements we chose. We could include FSRT, topography, tides plus paddling skills. It is delivered by a L2 coach, or a L2 coach can sign a L1 coach off to run it. 	<p>All – Submit proof of online course completion to CVCC for £15 refund.</p>
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A paddler can go in at any award level; they do not need to progress up through the levels.

Discussion on standards across a syllabus:

Nick C – We need to draw on our experts to set the minimum standard for all the syllabus elements CVCC offers. We need to ensure consistency.

Ian P – The Star and Discover award we can run now. We need to develop our Explore curriculum. Lots of Clubs are already delivering this.

David M – Worry that if there is inconsistency in the syllabus of Paddle Explore then one paddler who has passed maybe at a different level of competency than another paddler who has passed. Therefore, we cannot be sure of a paddler's level of competency. It is possible there will be inconsistency across different coaches delivering the awards within the Club.

Ian P – This variation in levels could exist within the current 2* at CVCC but we have our standards. We are not going to run this award until we have set our syllabus. We might pilot it this year as we develop it. A core of senior coaches will work to develop the syllabus and standards.

Pat O – Agree that there is a need for a degree of caution in the implementation. CVCC will not rush into it.

Iain P – As a coach-led Club, we need to ensure that all our coaches are clear on what is being asked of them to deliver.

Gordon A – We are used to delivering a very clear syllabus 'tick-box' booklet. Therefore, there is an understandable worry that there is a new more loose format.

Stephen W – We do not have the capacity to respond to individual paddler requests.

Nicola H – As a relatively new paddler, I would want the Club to take me through an award syllabus they had set as I would not know what skills I wanted to focus on.

Ian P – CVCC will set out a syllabus that will ensure the consistency of our 2* standard we have had.

Andy N – Can we not just use the 2* syllabus to set the Explore syllabus?

Nick BC – 'Keep it simple' - they are very sheltered and sheltered water awards. Roughly speaking:

- Discover is learning all about paddling;
- Explore is then having to be able to do rescues.

HOWEVER, we have 3 very different environments which have to be understood: sheltered water, river, sea.

Volunteers to work on the new syllabus with Ian P.

- Steve D
- Pat O
- Nick BC (TBC)
- Nick C

Ian P – Establish a working group to develop the CVCC syllabus and standards so that we can be ready to deliver the awards this Season.

<p>There is no lower age limit on who can take the Paddle awards. CVCC is going to review the minimum age of members</p> <p>Coaches' Awards What new training do coaches need to deliver the awards? The people who did the training in July 2018 gained L1 Paddlesport Instructor. This enables instructors to lead in very sheltered waters. The next level is L2 Paddlesport Coach.</p> <p>The new Paddlesport Instructor is a two-day course and assessment. CVCC will run one this season.</p>	<p>Pat O – Age of members to be discussed at the Committee meeting on 19/03/19</p> <p>Ian P – Plan training dates for those interested for 2019 coach training (inc. Carly, Darren, David)</p>
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AOB

<p>The Barn & Buzz</p> <p>Pat O - Feedback from meeting with Richard Wilson – Buzz The relationship is great. The two ongoing concerns are leaving the Barn tidy and secure. Lights need to be turned off. The front door must be double-locked. Richard W suggestion that each Sunday there will be a designated coach responsible for checking the Barn – this person needs to be a keyholder.</p> <p>Ian P – The designated person each Sunday will be the coach who is leading the Improvers group. NB. The old key can be used to lock up the Barn. The new key is needed to open up. The Club has 8 sets of the new key.</p> <p>Tony L – This approach to cleaning up must be reciprocated by Buzz staff.</p> <p>Gordon A – Can we create a way of recording any times when the Barn is left in a mess by Buzz?</p> <p>Nick BC – Don't hold back in talking to Buzz stuff when you are clearing up. Check if they want all the boats to be put away. Talk to them as we are clearing up. Build the relationship. Introduce yourself. Tom is the main guy. George is the SI. There will be a new L2 woman.</p> <p>Iain P – Request for Nick BC to introduce coaches to the Buzz staff when he is around.</p> <p>Our time on Sunday is until 2pm. Buzz tends to start setting things up at 1.30pm. This needs to be monitored.</p> <p>Equipment Buzz is: Buying two D65s, selling G3 & Kiwi Buying more sit-on-tops and buying a dolly cart the sit-on-tops so this can be wheeled out to free up more room for moving boats around. Buying 22 new SUPs. There will be new car park machines and there may be new, random checks by wardens.</p> <p>Steps Plan to be repaired in March.</p> <p>Rent Increase of 2% in March</p>	<p>All – When you are the coach leading the Improvers group, make sure the Barn is left tidy and either locked up or handed over to Buzz staff.</p> <p>Pat O – Confirm the allocation of the remaining new keys.</p> <p>All – Aim to work with Buzz staff. Email cvcc@cvcc.org.uk with any concerns</p> <p>Justin E - to plan with Tony L and set up a</p>
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<p>Ian P – Has dropped off a load of astro-turf at Barn</p> <p>Barn tidy on 31 March. All help welcome. First Aid Course on 31 March at Eastbourne lifeboat station</p> <p>There is a new set of bibs and a better storage system. Ian P – We need to be better at using bibs this season.</p>	<p>working party to repair steps.</p>
<p>Site Specific Training Stephen W – Our newly trained coaches need a Site Specific Induction before they can begin coaching. Stephen W to offer training</p>	<p>SW – Send NH options of dates for Site Specific training. NH – To send out dates to new coaches (and Darren, Gordon)</p>
<p>Coaches' Rota The coaches' rota is now live. Coaches can edit it to add in the Sundays they can cover. Ian P – Just a reminder to all coaches to please sign up for a Sunday morning session by the Saturday night at the latest so he can plan the Sunday session and know it is covered.</p>	