



Norfolk Paddle Meet Up

Norfolk Paddle Meet Up

Health & Safety Policy Statement 2025

“Making people safer paddlers since 2019”

By The Captain Baldie (Founder)

Who are Norfolk Paddle Meet Up

A local social group to Norfolk created to bring people together.

All the admin team are qualified from instructor level through to coach level under the Paddle UK (PUK) guidance.

A fully insured PUK affiliated club, who's safety push is second to none.

Organising safety days, training, coaching, fund raising and environmental awareness.

Over 3000 members are now part of this fun friendly family, who all have the same agenda, safer paddling, lots of fun but with the mindset that our playground needs caring for.

You can find us on Facebook - Norfolk paddle meet-up
Direct contact for The Captain Baldie
07415-905357

Bookings@baldiesboards.co.uk

Norfolk Paddle Meet Up – Health & Safety Policy Statement

1. Policy Statement

Norfolk Paddle Meet Up (NPMU) is committed to ensuring the health, safety, and welfare of all members, volunteers, participants, and members of the public who may be affected by our activities.

We recognise our responsibility under relevant health and safety legislation and Paddle UK guidelines to provide a safe environment for paddlesport. We aim to foster a positive safety culture where all members take shared responsibility for managing risk in a practical, proportionate way.

2. Objectives

- To promote a culture of safety and risk awareness throughout all club activities**
- To identify and manage risks associated with paddling and related activities**
- To provide guidance, training, and support**

to members and volunteers

- **To ensure appropriate safety equipment**

and procedures are in place and used correctly

- **To respond appropriately to incidents and use them as learning opportunities**
-

3. Responsibilities

Club Committee

The committee is responsible for:

- **Ensuring this policy is implemented and**

regularly reviewed

- **Appointing a Health & Safety Officer or**

assigning responsibility within the committee

- **Ensuring risk assessments are completed**

and documented for all organised activities

- **Supporting the development of a safety-**

conscious club culture

Club Health & Safety Lead

(If separate from the Safeguarding Officer)

- **Acts as the central point of contact for safety-related matters**
- **Coordinates safety planning and record-keeping (e.g. incident logs, risk assessments)**
- **Ensures safety procedures align with Paddle UK guidance and best practice**

Coaches, Leaders, and Volunteers

- **Must operate within the scope of their training and qualifications**
- **Carry out dynamic risk assessments during activities**
- **Brief participants clearly on safety procedures and emergency actions**
- **Ensure all participants wear appropriate personal protective equipment (PPE)**

All Members and Participants

- **Are responsible for their own safety and for not endangering others**
- **Must follow club safety guidance and**

Paddle UK rules

- **Must report any unsafe conditions, incidents, or near misses to the session leader or committee**
-

4. Risk Management

We use the Paddle UK risk management model to:

- **Identify potential hazards (e.g. water**

conditions, weather, ability level, equipment)

- **Assess who might be harmed and how**
- **Put in place control measures (e.g. buddy systems, safety briefings, kit checks)**
- **Review and update risk assessments regularly**

All formal club sessions will be risk assessed in advance, and session leaders will carry out dynamic assessments on the day.

5. Incident Reporting

All incidents, accidents, and near misses must be:

- **Reported to the session leader or club**

safety officer

- **Logged using Paddle UK's incident**

reporting system

- **Reviewed by the committee to identify**

learning and necessary action

In the event of serious injury or emergency:

- **Contact emergency services immediately**

(999)

- **Ensure the safety of all participants**
 - **Follow Paddle UK emergency protocols**
-

6. Equipment and PPE

We will ensure:

- **All club equipment is maintained, checked**

regularly, and fit for purpose

- **Participants are briefed on correct use of kit**
 - **Everyone wears a suitable buoyancy aid or PFD when on the water**
 - **Helmets are worn when required (e.g. whitewater paddling, rocky environments)**
-

7. Training and Competence

We encourage:

- **Members and volunteers to complete appropriate Paddle UK safety and leadership training**

- **First aid certification for leaders and volunteers**
 - **Ongoing skill development through club sessions and Paddle UK qualifications**
-

8. Review and Monitoring

This policy will be:

- **Reviewed annually or following a significant incident or change in legal requirements**
- **Updated to reflect changes in Paddle UK guidance, club structure, or activity risk**

Policy last reviewed: [Insert Date] Next review due: [Insert Date]

Signed

**Club Chair: The Captain Baldie (D.Reeve)
Coach**

Date: 2nd June 2025

Health & Safety Lead: Stephen Cook - Coach

Date: 2nd June 2025

Supporting Contacts

Paddle UK Safeguarding Team:

safeguarding@paddleuk.org.uk

NSPCC Helpline: 0808 800 5000

Childline: 0800 1111

Ann Craft Trust (Adults at Risk): 0115 951 5400

Call 999 in a river emergency. In non-emergencies, contact Norfolk Fire and Rescue Service online.

Sea emergencies - call 999 and ask for the coast guard.

General Safety Information regarding paddle sport can be found on the PUK website sport can be found on the PUK website

<https://paddleuk.org.uk/stand-up-paddleboard-sup-safety-choosing-the->

right-leash/

Blue Green Algae advice

**[https://www.ceh.ac.uk/sites/default/files/
documents/ BlueGreenAlgae_Poster_Web-
RGB.pdf](https://www.ceh.ac.uk/sites/default/files/documents/BlueGreenAlgae_Poster_Web-
RGB.pdf)**

**Environmental issue reporting
information**

**[https://www.gov.uk/report-environmental-
problem](https://www.gov.uk/report-environmental-problem)**

