

# JUNIOR CANOEING SAFETY TEST

## PURPOSE OF AWARD



This award is aimed primarily at paddlers under 14 years of age and has two purposes. Firstly, to provide a young paddler with the necessary safety awareness which will enable them to ensure the safety of themselves and others. Secondly, to provide a young paddler with rescue skills which can be used to help themselves and/or others in difficulty.

### VALIDITY

This award is valid for 3 years from the date of the test or until the holder is 16 years of age, whichever is sooner.

### STRUCTURE

The syllabus consists of three training modules and an assessment. It is expected that the training modules will take approximately 3 hours to complete and the assessment will take approximately 1 hour with a single candidate. All four parts may be taken in a single day or separately over a period of 6 months. In the latter case, a suitably qualified trainer must sign the candidate's logbook for each module.

The training modules are mandatory and must be completed before the assessment. However, the training modules do not need to be repeated for renewal of an award that is still current.

### TRAINER/ASSESSOR

A Canoe Lifeguard Trainer or a Canoeing Safety Test Assessor can train and assess up to 8 candidates. A Level 2 Coach who has held the qualification for three years or more, or a holder of a higher award, can be appointed as a Canoeing Safety Test Assessor after they have directed each of the training modules and an assessment under the supervision of one or more qualified assessors. A CST Assessors Logbook should be obtained from the BCU office for this purpose. Assessors must hold a current first aid certificate that involved a minimum of 8 hours training and included CPR and Expired Air Ventilation. Assessors may conduct the test for any craft for which they hold the 3 Star Test.

### PRE-REQUISITES

Hold the BCU 1 Star Test for the craft the candidate is paddling. Be able to swim 25m in normal canoeing clothing suitable for the prevailing conditions, including a buoyancy aid if normally worn.

A First Aid certificate is not a pre-requisite. However, the holding of a First Aid certificate such as the BCU Aquatic First Aid is strongly recommended to all paddlers.

### 4. MANUAL HANDLING

All Canoeists need to raise their awareness of Manual Handling and that damage can occur to joints and muscles, particularly when they are moving or lifting people or any equipment related to the sport of Canoeing. **This could, of course, include a body, especially when performing rescues.** In addition, Risk Assessments of how to prevent harm and injury to paddlers should be undertaken as a matter of routine.

In Civil Law there is a Duty of Care towards your students and others who paddle. This includes, loss, harm, damage and injury. Coaches are charged with the care of paddlers, and as such, Coaches need to identify where there is a risk of the 'duty' being neglected or abused.

The BCU has prepared an information leaflet which gives a brief outline of procedures to assess and evaluate Manual Handling operations. In addition, a one day Injury Prevention Course has been developed which should ensure that information in respect of lifting and carrying and all Manual Handling issues are being disseminated throughout the Coaching Service (see section 5)

### VENUE

Assessments should be conducted on placid water, grade 1 rivers, and sheltered coastal waters or similar. Assessments can also be conducted in swimming pools, although it is recommended that at least some of the training takes place in an outdoor environment.



## SYLLABUS

This award is generic and may be taken in any open cockpit kayak, closed cockpit kayak or open canoe. Where there are specific requirements for candidates in open cockpit kayaks, closed cockpit kayaks or open canoes, this is indicated using the abbreviations OCK, CCK and CN, respectively. However, for brevity the syllabus often uses the term's canoeist and canoeing generically. Similarly, references to buoyancy aids can be taken to also include lifejackets.



### 1. GENERAL THEORY AND SKILLS

This training module covers the following topics:

- a. The safety features of canoes/kayaks, buoyancy aids, and other canoeing clothing and equipment.
- b. The hazards that may be encountered on placid water, grade 1 water, and/or sheltered coastal waters or estuaries.
- c. The effects on paddling and paddlers of different weather conditions, e.g. rain, wind, fog, etc. In particular, the effects on the paddler of sudden immersion in cold water and/or prolonged exposure to the cold, precautions which will reduce those effects, and what to do if someone becomes dangerously cold.
- d. The uses of simple signals for; come to me, go left, go right, stop, go back and acknowledge.
- e. How to handle a basic canoeing emergency, including the safety of the rescuer(s) and how to summon help.
- f. The various services and assistance which could be called on during an incident.
- g. Good lifting techniques. This includes not only emptying boats in deep water, but also safe handling of craft on land, for example, onto a roof rack. (See BCU Guidelines)
- h. The value of holding a first aid certificate and where one can be obtained.

### 2. LIFESAVING

This training module covers the following topics:

- a. How to coach a swimmer in difficulty to shore. How to perform a safe reaching rescue, using either a rigid or non-rigid reaching aid. Throwing a buoyant object to a casualty. Wading to get nearer to a casualty.
- b. How to correctly pack a throwline into its bag and then use it to execute a throwline rescue over a distance of 10m with sufficient accuracy to land within reach of a casualty.
- c. How to coil an unpacked throwline and then use it to execute a throwline rescue over a distance of 10m with sufficient accuracy to land within reach of a casualty.
- d. How to safely approach a struggling swimmer when paddling. How to effectively transport a casualty using various techniques such as the bow tow, and stern tow and the suitability of these techniques in different situations

### 3. CANOE/KAYAK RESCUE SKILLS

This training module covers the following topics:

- a. Deep water rescue techniques for dealing with a capsized canoe/kayak with assistance, including returning the casualty to their craft and the suitability of a variety of rescue techniques (X rescue, H rescue, T rescue, etc.) for different situations (different craft, different paddlers, etc.).
- b. (CN, CCK only) Exiting the canoe/kayak in deep water, leaving it upright and without losing contact, and re-entering without assistance.
- c. An introduction to towing systems and alternative methods of getting a tired canoeist to land with their craft. Effective release of a towing system in an emergency.

### 4. ASSESSMENT

Candidates must present themselves suitably equipped for the assessment and normal canoeing kit should be worn throughout the practical parts of the assessment.

#### 4.1 THEORY

- a. Answer a selection of questions to show an understanding of the theory covered by the training modules.





## 4.2 PRACTICAL

- b. Demonstrate a throwline rescue of a struggling swimmer in deep water over a distance of 7m. There is a time limit of 90 seconds for the throwline to land within reach of the casualty, but there is no limit to the number of attempts allowed within that period.
- c. With the assistance of another paddler (of a similar standard), demonstrate a deep-water rescue of a capsized craft, placing the casualty back in their craft.
- d. (OCK, CCK only) Capsize the kayak, retaining all equipment. Swim the upturned kayak, etc. 25m to shore. (CN only) Capsize the canoe, retaining all equipment. Paddle the canoe 25m to shore.

## 4.3 UNKNOWN INCIDENTS

- e. Deal with a simple canoeing incident involving one casualty.

## NOTES FOR TRAINERS AND ASSESSORS

This award is aimed at young paddlers and should be treated as an encouragement award that also imparts valuable knowledge and skills to the candidates. The assessment is intended to ensure that the candidate has understood the training material and can apply the knowledge and a selection of skills when called upon to do so. Whilst the emphasis is on the candidates ability to deal with a variety of situations by using suitable, safe techniques, rather than a rote demonstration of all possible skills, the candidate may be provided with some guidance. Ultimately, the examiner is assessing the candidate against two questions: are they safety aware; and could they apply their knowledge and skills to save another's life in a basic waterborne emergency?

Thus, while maintaining an overall balance, the assessor is encouraged to vary the actions of the casualties so that there is an element of the unknown throughout the assessment.

The training modules are expected take about 1 hour each. The assessment is expected to take about 60 minutes with a single candidate.

In Module 3, part a, it is expected that the trainee will be introduced to the difficulties of dealing with a variety of different craft.

### 1. THEORY

When the assessment is for a renewal, ensure the questions cover any areas of theory where current thinking might be different to the time of the original assessment.

There should be at least two questions drawn from Module 1, General Theory and Skills, and at least one question drawn from the other two training modules. As a rough guide, these are expected to take about 10 minutes per candidate.

### 2. PRACTICAL

- b. If the candidate uses their own throwline, it must conform to current guidelines.
- c. Although the candidate is expected to paddle their usual craft, there is no reason why the craft being rescued needs to be similar to the candidate's.

### 3. UNKNOWN INCIDENTS

The key word is simple. The casualty will be conscious, but may be injured/unwell (e.g. suffering from hypothermia) or in difficulty (e.g. a struggling swimmer or capsized canoeist). Optionally, there can be an additional participant (with canoeing skills up to 2 Star) who will assist the candidate.

Candidates are expected to use first aid techniques where appropriate. However, a candidate should not be failed for poor first aid techniques, although their shortcomings should be pointed out and they should be strongly encouraged to get a first aid certificate. Each candidate must be involved and demonstrate correct decisions throughout the assessment. Candidates must not have prior knowledge of the incident. Thus, if the same incident is used for each candidate, they must be assessed separately. The candidate is required to deal with the previously unknown situation in an appropriate manner.

# CANOEING SAFETY TEST



## PURPOSE OF AWARD

This award has two purposes. Firstly, to provide a paddler with the necessary safety awareness which will enable them to ensure the safety of themselves and others. Secondly, to provide a paddler with rescue skills which can be used to help themselves and/or others in difficulty.

## VALIDITY

This award is valid for 3 years from the date of the test. A current award is a pre-requisite for the BCU Level 1 Coach and Level 2 Coach awards at the time of assessment.

## STRUCTURE

The syllabus consists of three training modules and an assessment. It is expected that the training modules will take approximately 4 hours to complete and the assessment will take approximately 1 1/2 hours with a single candidate. All four parts may be taken in a single day or separately over a period of 6 months. In the latter case, a suitably qualified trainer must sign the candidate's logbook for each module. The training modules are mandatory and must be completed before the assessment. However, the training modules do not need to be repeated for renewal of an award that is still current.

## TRAINER/ASSESSOR

A Canoe Lifeguard Trainer or a Canoeing Safety Test Assessor can train and assess up to 8 candidates. A Level 2 Coach with three years experience or a Level 3 Coach can be appointed as a Canoeing Safety Test Assessor after they have directed two Canoeing Safety Tests (including each of the training modules and the assessment) under the supervision of a qualified assessor.

## PRE-REQUISITES

Hold the BCU 2 Star Test for the craft the candidate is paddling. Be able to swim 50m in normal canoeing clothing suitable for the prevailing conditions, including a buoyancy aid if normally worn. A First Aid certificate is not a pre-requisite. However, the holding of a First Aid certificate, such as the BCU Aquatic First Aid, is strongly recommended to all paddlers. Be at least 14 years of age. (Note. The Junior Canoeing Safety Test is the appropriate award for those under 14 years of age.)

## 4. MANUAL HANDLING

All Canoeists need to raise their awareness of Manual Handling and that damage can occur to joints and muscles, particularly when they are moving or lifting people or any equipment related to the sport of Canoeing. This could, of course, include a body, especially when performing rescues. In addition, Risk Assessments of how to prevent harm and injury to paddlers should be undertaken as a matter of routine.

In Civil Law there is a Duty of Care towards your students and others who paddle. This includes, loss, harm, damage and injury. Coaches are charged with the care of paddlers, and as such, Coaches need to identify where there is a risk of the 'duty' being neglected or abused.

The BCU has prepared an information leaflet which gives a brief outline of procedures to assess and evaluate Manual Handling operations. In addition, a one day Injury Prevention Course has been developed which should ensure that information in respect of lifting and carrying and all Manual Handling issues are being disseminated throughout the Coaching Service

## Venue

Assessments should be conducted on placid water, grade 1 rivers, and sheltered coastal waters or similar. Training modules can also be conducted in swimming pools, although it is recommended that at least some of the training take place in an outdoor environment.

## SYLLABUS

This award may be taken in any open cockpit kayak, closed cockpit kayak or open canoe and the certificate

will be endorsed appropriately. Where there are specific requirements for candidates in open cockpit kayaks, closed cockpit kayaks or open canoes, this is indicated using the abbreviations OCK, CCK and CN, respectively. However, for brevity the syllabus often uses the term's "canoeist" and "canoeing" generically. Similarly, references to buoyancy aids can be taken to also include lifejackets.

## 1. GENERAL THEORY AND SKILLS

This training module covers the following topics:

- a. The safety features of canoes/kayaks, buoyancy aids, and other canoeing clothing and equipment.
- b. The hazards that may be encountered on placid water, grade 1 water, and/or sheltered coastal waters or estuaries.
- c. The effects on paddling and paddlers of different weather conditions, e.g. rain, wind, fog, etc. In particular, the effects on the paddler of sudden immersion in cold water and/or prolonged exposure to the cold, precautions which will reduce those effects, and what to do if someone becomes dangerously cold.
- d. The use of simple signals for "come to me", "go left", "go right", "stop", "go back" and "acknowledge".
- e. How to handle a basic canoeing emergency, including the safety of the rescuer(s) and how to summon help.
- f. The various services and other assistance which could be called on during an incident.
- g. Good lifting techniques. This includes not only emptying boats in deep water, but also safe handling of craft on land, for example, onto a roof rack. (See BCU Guidelines)
- h. The value of holding a first aid certificate and where one can be obtained.

## 2. LIFESAVING

This training module covers the following topics:

- a. How to coach a swimmer in difficulty to shore. How to perform a safe reaching rescue, using either a rigid or non-rigid aid. Throwing a buoyant object to a casualty. Wading to get nearer to a casualty.
- b. How to correctly pack a throwline into its bag and then use it to execute a throwline rescue over a distance of 15m with sufficient accuracy to land within reach of a casualty.
- c. How to coil an unpacked throwline and then use it to execute a throwline rescue over a distance of 15m with sufficient accuracy to land within reach of a casualty.
- d. How to safely approach a struggling swimmer when paddling. How to effectively transport a casualty using various techniques such as the bow tow, bow carry, stern tow and stern carry and the suitability of these techniques in different situations.

## 3. CANOE/KAYAK RESCUE SKILLS

This training module covers the following topics:

- a. Deep water rescue techniques for dealing with a capsized canoe/kayak, including returning the casualty to their craft and the suitability of a variety of rescue techniques ('X' rescue, 'H' rescue, 'T' rescue, 'The Curl', etc.) for different situations (solo or assisted, different craft, different paddlers, etc.).
- b. (CCK only) Eskimo rescues, including both paddle presentation and bow presentation.
- c. (CN only) Exiting the canoe in deep water, leaving it upright and without losing contact, and re-entering without assistance.
- d. Towing systems and alternative methods of getting a tired canoeist to land with their craft including an effective release of a towing system in an emergency.
- e. How to execute an "all in rescue".
- f. How to rescue a paddler in an upturned CCK in deep water, either as a swimmer or from another canoe/kayak.

## 4. ASSESSMENT

The candidate must present themselves suitably equipped for the assessment and normal canoeing kit should be worn throughout the practical parts of the assessment.

### 4.1. Theory

- a. Answer a selection of questions to show an understanding of the theory covered by the training modules.



## 4.2. PRACTICAL

- b. Demonstrate a throwline rescue of a struggling swimmer in deep water over a distance of 10m. There is a time limit of 60 seconds for the throwline to land within reach of the casualty, but there is no limit to the number of attempts allowed within that period.
- c. (CCK ONLY) Demonstrate an Eskimo rescue, both as a casualty and as a rescuer.
- d. Rescue a paddler in an upturned CCK in deep water.
- e. Demonstrate a deep-water rescue of a capsized craft, placing the casualty back in their craft. (OCK only, this may be performed with the assistance of another paddler of a similar standard.)
- f. (OCK, CCK only) Capsize the kayak, retaining all equipment. Swim the upturned kayak, etc. 50m to shore. (CN only) Capsize the canoe, retaining all equipment. Paddle the canoe 50m to shore.

## 4.3 UNKNOWN INCIDENTS

- g. Deal with a simple canoeing incident involving up to two casualties.

### Notes for Trainers and Assessors

Modules 1 and 2 are expected to take about 1 hour each. Module 3 is expected to take about 2 hours. The assessment is expected to take about 90 minutes with a single candidate. In Module 3, part a, it is expected that the trainee will be introduced to the difficulties of dealing with a variety of different craft. The assessment is intended to ensure that the candidate has understood the training material and can apply the knowledge and a selection of skills when called upon to do so. The emphasis is on the candidate's ability to deal with a variety of situations by selecting and using suitable, safe techniques, rather than a rote demonstration of all possible skills. Ultimately, the examiner is assessing the candidate against two questions: "are they safety aware?" and "could they apply their knowledge and skills to save another's life in a basic water borne emergency?" Thus, while maintaining an overall balance, the assessor is encouraged to vary the actions of the casualties so that there is an element of the unknown throughout the assessment.

### 1. THEORY

When the assessment is for a renewal, ensure the questions cover any areas of theory where current thinking might be different to the time of the original assessment. There should be at least two questions drawn from Module 1, "General Theory and Skills", and at least one question drawn from the other two training modules. As a rough guide, these are expected to take about 10 minutes per candidate.

### 2. PRACTICAL

- b. If the candidate uses their own throwline, it must conform to current guidelines.
- c. For the Eskimo rescue, the participants should not agree beforehand whether a paddle or bow presentation will be used.
- d. The casualty may or may not be conscious.
- e. Although the candidate is expected to paddle their usual craft, there is no reason why the craft being rescued needs to be similar to the candidate's.

### 3. UNKNOWN INCIDENTS

The key word is simple. Casualties may be unconscious, injured/unwell (e.g. suffering from hypothermia) or in difficulty (e.g. a struggling swimmer or capsized canoeist). Optionally, there can be an additional participant (with canoeing skills up to 2 Star) who will assist as directed by the candidate. Candidates are expected to use first aid techniques where appropriate. However, a candidate should not be failed for poor first aid techniques, although their shortcomings should be pointed out and they should be strongly encouraged to get a first aid certificate. Each candidate must be in charge and demonstrate correct decisions throughout the assessment. Candidates must not have prior knowledge of the incident. Thus, if the same incident is used for each candidate, they must be assessed separately. The candidate is required to deal with the previously unknown situation in an appropriate manner.



# CANOE RESCUE TEST



## PURPOSE OF AWARD

This award has two purposes. Firstly, to provide a paddler with the necessary safety awareness and practical skills that will enable them to ensure the safety of themselves and others. Secondly, to provide a paddler with rescue skills that can be used to help themselves and/or others in difficulty in more committing situations than those dealt with in the Canoe Safety Test.

## VALIDITY

This award is valid for 3 years from the date of the test. A current award is a pre-requisite for the Assistant Lifeguard award. The Canoe Rescue Test is also recommended to all members of the coaching service in order to provide them with a more in depth knowledge of canoe rescue techniques.

## STRUCTURE

The syllabus consists of three training modules and an assessment. It is expected that the training modules will take approximately 6 hours to complete and the assessment will take approximately 1.5 hours with a group of 8 candidates. All four parts may be taken over a weekend or separately over a period of up to 6 months. In the latter case, a suitably qualified trainer must sign the candidate's logbook for each module. The training modules are mandatory and must be completed before the assessment. However, the training modules do not need to be repeated for the renewal of an award that is still current.

## TRAINER / ASSESSOR

A BCU lifeguard examiner (LGE) or a BCU lifesaving examiner (LSE) can train and assess up to 8 candidates. A Canoeing Safety Test Assessor with at least 12 months active log book experience may be appointed as a lifesaving examiner after they have directed two Canoe Rescue Test assessments (including each of the training modules and the assessment) under the supervision of a qualified assessor.

## PRE-REQUISITES

- Be able to swim 100m in normal canoeing clothing suitable for the prevailing conditions, including a buoyancy aid if normally worn.
- Hold a current canoe safety test appropriate for the craft the candidate is paddling.
- Hold the BCU 3 Star Test for the craft the candidate is paddling.
- A First Aid certificate is not a pre-requisite. However, the holding of a First Aid certificate, such as the BCU Aquatic First Aid, is strongly recommended to all paddlers.
- Be at least 15 years of age at time of assessment, although training modules may be completed prior to the individual's 15th birthday.

## VENUE

Assessments should be conducted on placid water, grade 1 rivers, sheltered coastal waters or similar. The lifesaving training modules can be conducted in swimming pools, although the kayak rescue skills module must take place in an outdoor environment.

## SYLLABUS

This award may be taken in any open cockpit kayak, closed cockpit kayak or open canoe and the certificate will be endorsed appropriately. Where there are specific requirements for candidates in open cockpit kayaks, closed cockpit kayaks or open canoes, this is indicated using the abbreviations OCK, CCK and CN, respectively. However, for brevity the syllabus often uses the terms "canoeist" and "canoeing" generically. Similarly, references to buoyancy aids can be taken to also include life jackets.

## 1. GENERAL THEORY AND SKILLS

This training module covers the following topics:

- a. The quality and suitability of different types of craft and equipment that could be used in rescue situations.
- b. Hazards that may be encountered in sheltered to moderate coastal waters or estuaries.
- c. Introduction to river grading systems and explanation of the hazards that can be obtained at each level.
- d. The value of holding a first aid certificate and where one can be obtained.
- e. Good lifting techniques both on and off the water, including lifting a kayak / canoe onto a roof rack or canoe trailer.

In addition the trainer may like to re-cap some of the canoe safety test topics under this module header.

## 2. LIFESAVING

This training module covers the following topics:

- a. The identification and demonstration of different types of casualty including a weak swimmer, injured swimmer, non-swimmer and unconscious patient, and how rescue methods would differ for each of these cases.
- b. Safe methods of rescuing a casualty without the use of a canoe or kayak, both in and out of the water, including coaching a swimmer to shore, reaching, throwing buoyant aids and bags, the use of a throw bag as an aid to a swimmer already in the water conducting a rescue, and wading to get nearer to a casualty.
- c. Safe methods of entry and exit into the water both as a lone rescuer and as a member of a team. This will include entry and exit with and without a casualty. Techniques include the slide in entry, step in entry, compact jump, stirrup lift and one man drag.
- d. Swimming rescues including the stand off position, the correct defensive actions, the use of a buoyant aid such as a torpedo float, close chin tow, cross chest tow, extended arm tow and clothing tow.
- e. Emergency life support, including assessment of an unconscious casualty, the recovery position, action for vomiting, expired air ventilation, cardiopulmonary resuscitation, recognition of a heart attack, action for choking and dealing with serious bleeding.

## 3) CANOE / KAYAK RESCUE SKILLS

This training module covers the following topics:

- a. Deep water rescue techniques for dealing with a capsized canoe / kayak, including returning the casualty to their craft and the suitability of a variety of rescue techniques ('X' rescue, 'H' rescue, 'T' rescue, 'The curl' etc...) for different situations (solo or assisted, different craft, different paddlers etc...) Casualty management should also be emphasised during this section.
- b. Eskimo rescues, including paddle presentation and bow presentation (CN paddle only).
- c. (CN only) Exiting a canoe in deep water, leaving it upright and without losing contact, and re-entering without assistance.
- d. (CN only) Re-righting an up turned canoe in deep water, and re-entering without assistance.
- e. Towing systems and alternative methods, including pushing to get a tired canoeist to land with their craft. Effective release of a towing system in an emergency, including capsize of the rescuer.
- f. The solo rescue of an unconscious non-breathing casualty, including the correct exit of the canoe in deep water. The transportation of an unconscious casualty who is not breathing for a maximum of 50m continuing expired air ventilation.
- g. The rescue of a variety of different casualties from the water including struggling and weak swimmers. Demonstration of bow and stern tow (CCK, OCK and CN) bow carry, stern carry and pillion carry (CCK only) and assisting a casualty into a canoe (CN only)
- h. The use of two or more canoeists of a similar standard for a team rescue of an unconscious non-breathing casualty, including varying methods for a small or large patient.

## 4. ASSESSMENT

Candidates must present themselves suitably equipped for the assessment and normal canoeing kit should be worn throughout the practical parts of the exam.

### 4.1 THEORY

Answer a selection of questions to show an understanding of the theory covered by the training modules. In particular at least five questions will be related to the techniques and methods of resuscitation.





## 4.2 UNKNOWN INCIDENTS

Deal with at least two canoeing emergencies (at least one as leader) involving up to two casualties and one bystander.

### Notes for Trainers and Assessors (TA)

Module 1 is expected to take about one hour. The trainer should evaluate his or her class in order to foresee whether or not candidates will need to be reminded of theory already covered in the Canoe Safety Test award. Module 2 is expected to take about three hours, with two of these hours being spent on section e of this module. Any BCU Lifeguards approved mannequin may be used for this section. Trainers are reminded to adhere to the BCU Lifeguards statement on mannequin hygiene.

Module 3 is expected to take about 2-3 hours. The assessment is expected to take about 2-3 hours with a group of 8 candidates.

Teamwork is an important skill that should be emphasised during this stage of a Canoeist's development. In particular, teamwork is fundamental when it comes to lifting techniques on and off the water and the teamed rescue of an unconscious casualty. During the training modules trainers / assessors should look at ways of introducing simple teamwork exercises to candidate's; these may be land or water based.

The assessment is intended to ensure that the candidate has understood the training material and can apply the knowledge and a selection of skills when called upon to do so. The emphasis is on the candidate's ability to deal with a variety of situations by selecting and using suitable, safe techniques, rather than a complete demonstration of all possible skills. Ultimately, the examiner is assessing the candidate against two questions: "are they safety aware?" and "could they apply their knowledge and skills to attempt to save another's life in a basic water borne emergency?" Thus, while maintaining an overall balance, the assessor is encouraged to vary the actions of the casualties so that there is an element of the unknown throughout the assessment. The main difference between the Canoe Rescue Test and the Canoe Safety Test (CST) is that in the CST the candidate is expected to be 'competent' however, where the same skills are asked to be performed in the Rescue Test the candidate should be 100% 'proficient', performing all parts of the assessment with minimal hesitation.

### 1. THEORY

When the assessment is for a renewal, ensure the questions cover any areas of theory where current thinking might be different to the time of the original assessment. There should be at least five questions drawn from Module 1, "General Theory and Skills", at least eight question drawn from Module 2, "Lifesaving" (at least five of these on the techniques and methods of resuscitation) and at least five questions drawn from Module 3, "Canoe/Kayak Rescue Skills". As a rough guide, these are expected to take no more than about 20 minutes per candidate.

### 2. UNKNOWN INCIDENTS

Incidents should not be overcomplicated, however, they should be more challenging than those in the CST. Casualties may be unconscious, injured/unwell (e.g. suffering from hypothermia) or in difficulty (e.g. a struggling swimmer or capsized canoeist). Optionally, there can be an additional participant (with canoeing skills up to 2 Star) who will assist as directed by the candidate. Candidates are expected to use first aid techniques where appropriate. Each candidate must be in charge and demonstrate correct decisions throughout the assessment. Candidates must not have prior knowledge of the incident. Thus, if the same incident is used for each candidate, they must be assessed separately. The candidate is required to deal with the previously unknown situation in an appropriate manner. For at least one of the incidents the candidate should be expected to deal with an unconscious non-breathing casualty either as a lone rescuer or as part of a team (but not necessary as team leader).

Assessors should be looking for the following points during the unknown incident:

1. Did the candidate assess the situation correctly and not endanger his or the lives of others?
2. Did the candidate diagnose and prioritise the casualties involved correctly?
3. Did the candidate apply the correct treatment for the casualties involved, including the most suitable method of transporting the casualty to safety?
4. Did the candidate communicate efficiently with the other members in the group?
5. Did the candidate call or initiate the call to the appropriate emergency service in order to dispose of the casualty correctly?



### 3. MANUAL HANDLING



All Canoeists need to raise their awareness of Manual Handling and that damage can occur to joints and muscles, particularly when they are moving or lifting people or any equipment related to the sport of Canoeing. This could, of course, include a body, especially when performing rescues. In addition, Risk Assessments of how to prevent harm and injury to paddlers should be undertaken as a matter of routine.



In Civil Law there is a Duty of Care towards your students and others who paddle. This includes, loss, harm, damage and injury. Coaches are charged with the care of paddlers, and as such, Coaches need to identify where there is a risk of the 'duty' being neglected or abused.



The BCU has prepared an information leaflet which gives a brief outline of procedures to assess and evaluate Manual Handling operations. In addition, a one day Injury Prevention Course has been developed which should ensure that information in respect of lifting and carrying and all Manual Handling issues are being disseminated throughout the Coaching Service. (see section 5)



## Aquatic First Aid Level 1

### Purpose of Award

To provide those involved in canoeing and other water-based activities with the basic knowledge and skills required to render First Aid should the need arise. This award is intended to address the First Aid incidents most likely to arise during the majority of canoeing situations, which take place on very sheltered to moderate water and within a reasonable distance of medical assistance. Those undertaking canoeing in more hazardous environments or in a remote location should consider acquiring a more comprehensive First Aid award, such as the BCU Aquatic First Aid Level 2.

### Validity

This award is valid for 3 years from the date of the course.

Holding this award meets the requirement that all BCU Level 1 to 5 Coaches hold a current First Aid certificate.

### Structure

The course is designed to cover First Aid techniques relevant to canoeing and other water-based activities and will be taught over an 8 hour period. Candidates obtaining a sound knowledge and understanding of the subject during the theoretical and practical tuition of the course will obtain the Aquatic First Aid Certificate. Assessment will be ongoing throughout the course and not by separate examination.

### Trainer / Assessor

A Level 1 Aquatic First Aid Assessor can train and assess up to 8 candidates. A Level 2 Coach who has held the qualification for three years or more, or a holder of a higher award, can be appointed as a Level 1 Aquatic First Aid Assessor if they (i) hold a 16 hour First Aid certificate, such as the BCU Aquatic First Aid Level 2, (ii) can demonstrate that they regularly update their first aid skills, and (iii) have attended an Aquatic First Aid Assessors Course. First Aid Trainers from other organisations wishing to be registered to run the Aquatic First Aid Level 1 course should make enquiries through the BCU office. Aquatic First Aid Assessor status is valid for 3 years from the date of granting.

### Pre-Requisites

None

### Course administration

A form of registration should be obtained from the BCU Office, for notifying the names and addresses of the candidates. This must be returned within two weeks of the course, together with a £5.00 fee (£7.00 for non-members). A certificate will be sent to each candidate, and the AFA award noted on their record.

## MANUAL HANDLING

All Canoeists need to raise their awareness of Manual Handling and that damage can occur to joints and muscles, particularly when they are moving or lifting people or any equipment related to the sport of Canoeing. This could, of course, include a body, especially when performing rescues. In addition, Risk Assessments of how to prevent harm and injury to paddlers should be undertaken as a matter of routine.

In Civil Law there is a Duty of Care towards your students and others who paddle. This includes, loss, harm, damage and injury. Coaches are charged with the care of paddlers, and as such, Coaches need to identify where there is a risk of the 'duty' being neglected or abused.

The BCU has prepared an information leaflet which gives a brief outline of procedures to assess and evaluate Manual Handling operations. In addition, a one day Injury Prevention Course has been developed which should ensure that information in respect of lifting and carrying and all Manual Handling issues are being disseminated throughout the Coaching Service (see section 5)

## SYLLABUS

### 1 INCIDENT MANAGEMENT

The aims of First Aid and a First Aider's responsibilities, assessing a situation, the principles of diagnosis, the principles and priorities of treatment, preventing cross-infection and handling the aftermath.

### 2 THE ABC OF RESUSCITATION

The resuscitation of adults and older children, including maintaining an open airway, mouth to mouth & mouth to nose ventilation, external chest compressions, the action to be taken if a casualty vomits, dealing with choking, and the recovery position.

### 3 DROWNING AND COLD WATER IMMERSION

*Drowning.* Fresh water drowning, salt water drowning, the treatment of a victim of near drowning and the risks of secondary drowning. Drowning complications, including prolonged immersion.

*Cold Water Immersion.* The effects of immersion in cold water, from the initial cold shock reaction to post immersion collapse.

### 4 THE EFFECTS OF HEAT AND COLD

*Hypothermia.* The diagnosis and treatment of acute (immersion) and sub-acute (exhaustion) hypothermia.

*Hyperthermia.* The diagnosis and treatment of heatstroke and heat exhaustion.

### 5 WOUNDS AND MAJOR BLEEDING

The diagnosis and treatment of minor bleeding, severe bleeding, embedded objects and internal bleeding.

### 6 SHOCK

The diverse causes of shock, the recognition of shock and the treatment of shock.

### 7 OTHER CONDITIONS

*Heart Attacks.* The diagnosis and treatment of angina, coronary obstructions and cardiac arrest.

*Head Injuries and Other Causes of Unconsciousness.* The diagnosis and treatment of concussion, compression, strokes and other forms of unconsciousness which may arise during water-based activities, including fainting, epilepsy and diabetic emergencies.

*Fractures, Dislocations and other soft tissue injuries, including open fractures.*

## Continual Assessment

Assessment will be ongoing throughout the course and not by separate examination. However, it must be stressed that simply attending for 8 hours of tuition is not in itself a guarantee of being awarded the Aquatic First Aid Certificate. The trainer/assessor must be satisfied that the candidate has acquired a sufficient level of knowledge and skill such that they could save a life through the application of First Aid. This will usually be determined through a combination of verbal interaction and practical demonstration.

In particular, all candidates are expected to show that they can deal with an unconscious casualty and demonstrate both EAV and CPR using a mannequin. To this end, all candidates will be presented with an unconscious casualty and asked to deal with the situation, including making the checks required to ascertain whether or not the casualty is breathing or has a pulse and taking the correct sequence of actions for their diagnosis.





## Notes for Trainers/Assessors

At the very least, by the end of the course each candidate should be able to assess and treat an unconscious non-breathing casualty without knowing in advance whether or not the casualty will be breathing or have a pulse. In other words, the candidate must be presented with an unknown incident involving an unconscious casualty. The following notes suggest ways in which this exercise can be made as effective as possible.

Do not tell the candidates anything in advance.

The initial position of the casualty (ie prone or supine) can be varied; not all casualties end up in convenient positions. Similarly, the casualty may or may not have an initial pulse.

If a pulse is present to start with it should be lost at some point and the candidate is expected to discover this when they make their regular checks.

Some casualties may 'vomit' during the incident.

The candidate is expected to make a correct assessment and take the appropriate actions, which will include a demonstration of at least 3 minutes of CPR.

Allow the casualty to recover their breathing (but point out that this is unlikely if there was no pulse) and expect the candidate to put them in the recovery position without too much prompting.

If possible, put the casualty into a context. There might be some sort of danger, other injuries, other conscious casualties, or bystanders who can get help. Consider asking two candidates to deal with a situation involving two unconscious casualties.

Treat the incident as part of the training and if a candidate performs below the required standard (or even just above) point out what they did wrong and give them another go, but make sure the scenario is different. Consider allowing the candidates to watch each other because this will provide them all with valuable experience. This is particularly appropriate when there is only one trainer/assessor. If the candidates do watch each other, do not give every candidate the same scenario.

Do not expect the candidate to be at the standard of a paramedic, but if by the end of the course the candidate continually fails to make the required checks, does not know the correct sequence of actions and is unable to perform effective CPR then they should not be awarded the Certificate.

Casualty handling and initial assessment should be demonstrated with a volunteer. However, the use of a mannequin for CPR and/or EAV is essential. *Under no circumstances should CPR or EAV be attempted on a volunteer.*

This award may be covered in a single 8 hour session or several shorter sessions. The latter is often easier because it allows time for revision between sessions. As a rough guide, here are some typical timings for each part of the syllabus:

Incident Management	30 min
The ABC of resuscitation	150 min
Drowning and cold water immersion	30 min
The Effects of Heat and Cold	30 min
Wounds and Major Bleeding	30 min
Shock	20 min
Heart Attacks	20 min
Head Injuries and Other Causes of Unconsciousness	30 min
Fractures, Dislocation, Strains and Sprains	30 min

which leaves just under 2 hours for revision and practical, including presenting each candidate with an unknown incident.



# AQUATIC FIRST AID LEVEL 2



## PURPOSE OF AWARD

To provide those involved in canoeing and other water-based activities with additional knowledge and skills beyond those covered by Aquatic First Aid Level 1. This award will enable them to render more comprehensive First Aid should the need arise. It is aimed at those who undertake canoeing in advanced water conditions or in remote locations where medical help may be a considerable distance away.

## VALIDITY

This award is valid for 2 years from the date of the course, provided the pre-requisites are maintained. Holding this award meets the requirement that all BCU Level 1 to 5 Coaches hold a current First Aid certificate.

## STRUCTURE

The course is designed to supplement the Aquatic First Aid Level 1 and will be taught over an 8-hour period. Some of the First Aid techniques introduced in the Aquatic First Aid Level 1 are covered in more depth and additional techniques are also covered. This award contains more practical elements than Aquatic First Aid Level 1 and some parts of it will be taught and assessed on the water. Candidates obtaining a sound knowledge and understanding of the subject during the theoretical and practical tuition of the course will obtain the Aquatic First Aid Level 2 Certificate. Assessment will be undertaken after the training and will take from 30 to 45 minutes per candidate.

## TRAINER/ASSESSOR

A BCU Level 2 Aquatic First Aid Assessor can train and assess up to 8 candidates. A Level 1 Aquatic First Aid Assessor can be appointed as a Level 2 Aquatic First Aid Assessor if they (i) hold this award or equivalent, and (ii) they attend an approved update session. First Aid Trainers from other organisations wishing to be registered to run the Aquatic First Aid Level 2 course should make enquiries through the BCU office.

## PRE-REQUISITES

Hold the BCU Aquatic First Aid Level 1 or an approved equivalent (minimum 8 hours).

## SYLLABUS

### 1. RESUSCITATION

Revision of Expired Air Ventilation and CPR techniques covered in Aquatic First Aid Level 1. Solo and dual operator resuscitation techniques. The practical use of resuscitation aids. The correct procedure for supported resuscitation in the water.

### 2. BURNS

The classification (extent and severity) of burns. The treatment of various types of burn, including sunburn, windburn and reflection blindness.

### 3. TRANSPORT OF CASUALTIES

The correct method of supporting and immobilising limbs to deal with a variety of injuries. To include injuries to shoulders, wrists, elbows, ribs, collarbone, heads, ankle, leg and knees. The advantages and disadvantages of different types of strapping, such as triangular bandages, webbing straps with hook & loop fasteners, or improvised straps. The correct method of loading, lifting and carrying a purpose built stretcher. The use of improvised stretchers.

### 4. SPINAL INJURIES

Introduction to spinal cord injury management, anatomy of the spine, peripheral and autonomic nervous systems, different types of spinal injuries including vertebral fractures, vertebral dislocation, Flexion and extension injuries. Application of improvised collars. The correct management of an unconscious casualty with a suspected spinal cord injury including the log roll, chin lift and recovery position.

## 5. CASUALTIES IN KAYAKS

Management of a casualty while the casualty is still in a kayak, for example, when some distance offshore. Assisting a casualty from a kayak. Emergency removal of a casualty from a kayak.

### ASSESSMENT

The assessment will take the form of an oral theory session, a practical assessment, and two unknown incidents, one of which, will be water-based.

Notes for Trainers/Assessors

This award is aimed at providing practical life saving First Aid techniques in an aquatic situation and so it is essential that the skills are practised in or on the water. In particular, supported resuscitation must be practised in the water.

The theory part of the assessment should take approximately 10 minutes per candidate and may cover any aspect of Aquatic First Aid Level 1 as well as Aquatic First Aid Level 2.

The practical part of the assessment should include immobilisation of a casualty for transport.

The incidents should each take no more than 10 minutes to complete. At least one of them should preferably be water-based. Candidates should apply first aid equipment correctly, although it is permissible to use dressings that have been used for training purposes. and are no longer sterile.

### Notes for Trainers / Assessors

During the assessment, every candidate must demonstrate effective CPR for at least 3 minutes; this may occur during one of the incidents and may be when working with a second operator.

There is little scope for reducing the total time required for the theory part of the assessment by dealing with two or more candidates together. However, it is possible to assess multiple candidates for the practical and unknown incident parts, enabling some reduction in the total time required.

Casualty handling and initial assessment should be demonstrated with a volunteer. However, the use of a mannequin for CPR and/or EAV is essential. Under no circumstances should CPR or EAV be attempted on a volunteer.

This award may be covered in a single 8-hour session or several shorter sessions. The latter is often easier because it allows time for revision between sessions.

## BCU Lifeguard Courses

In addition to the courses outlined in this directory the BCU Lifeguards also organise and run the following courses:

**Assistant Lifeguard - Sea / Canoe Lifeguard - Sea / Senior Lifeguard / Lifeguard Diploma /  
BCU Lifeguard Trainer / BCU Lifeguard Examiner (grade 1) /  
BCU Lifeguard Examiner (Grade 2)  
BCU Lifeguards Coach / Primary Resuscitation / Aquatic Resuscitation /  
Aquatic First Aid Level 1 / Aquatic First Aid level 2 / Aquatic First Aid Level 1 Trainer / Assessor /  
Pool Endorsement (see section 7)**

Details of these courses can be found in The BCU Lifeguards Tests and Awards Synopsis available from the BCU Coaching office.



# White Water Safety and Rescue Course



## THE AIM

There are two distinct aims to British Canoe Union approved White Water Safety and Rescue Course

The primary aim of the course is to encourage safe white water paddling. By illustrating simple and effective techniques of leadership and river running skills that can be applied to most white water situations. The principle objective being to avoid difficulty through good paddling and river skills.

The secondary aim of a course is to encourage the use of applicable and relevant strategies to perform a rescue but only in the event a rescue cannot be avoided. This is achieved by working the course within a boundary of 'Core principles'.

This is a suitable training course for potential Coach Level 3 and Five Star candidates.

## MANUAL HANDLING

All Canoeists need to raise their awareness of Manual Handling and that damage can occur to joints and muscles, particularly when they are moving or lifting people or any equipment related to the sport of Canoeing. This could, of course, include a body, especially when performing rescues. In addition, Risk Assessments of how to prevent harm and injury to paddlers should be undertaken as a matter of routine.

In Civil Law there is a Duty of Care towards your students and others who paddle. This includes, loss, harm, damage and injury. Coaches are charged with the care of paddlers, and as such, Coaches need to identify where there is a risk of the 'duty' being neglected or abused.

The BCU has prepared an information leaflet which gives a brief outline of procedures to assess and evaluate Manual Handling operations. In addition, a one day Injury Prevention Course has been developed which should ensure that information in respect of lifting and carrying and all Manual Handling issues are being disseminated throughout the Coaching Service. ( see Section 5 ).

## VENUE

A suitable venue would include deep water sections of grade 2 and 3 water. It should include a suitable 'friendly' stopper and sections of river to illustrate the variety of leadership approaches.

## PRE-REQUISITES

The course takes place on grade 2-3 water and any candidate should be confident in their ability to paddle on water of that grade. In addition the course involves a great deal of swimming and the candidate should be able to swim and be confident swimming in grade 3 white water.

## TRAINER/COURSE DIRECTOR

Level 4 Coach, or higher, who has attended a validation course and been approved as a course provider by the BCU. The Director should be assisted by any level 4 Coach of suitable experience. There should be a minimum of 2 staff irrespective of numbers and a maximum ratio of 1:5.

## THEORY

The theory element of the course is minimal. An element of further training in First Aid is covered along with training in casualty evacuation.

## PRACTICAL

The course will be split into 4 separate sections each covering an aspect of safety and rescue techniques;

### a) Leadership

*Safe Leadership.*- Base principles illustrated in as many different locations as possible. Leadership will be informal in style.

Practical application of these principles is vital. Examples of the river Leadership principles applied to Long Rapids, Short Rapids, Steep drops, Rapids on bends, Rapids with two 'crux's', Practical sessions followed by review.

Boat based Rescues- Boat to Swimmer, Boat to Boat.

To include picking up swimmer at the bottom of a rapid, at the top and carrying through a grade 2-3, methods of recovering a swamped boat, issues of towing on moving water, improvised tows.

*Swimming in moving water- Defensive, Aggressive swimming.*

Swimming in White water, crossing boily eddy lines dealing with stoppers and waves, picking a line.

*Long term Health and Safety issues-*

Swimmers ear- Reflected light and eye damage. Safe practical paddling technique.

### b) The throwbag.

1. Features of a Throw bag.

2. Basic, dry land throws, Exercises to improve distance and accuracy. Refine overarm throws. Underarm throws. Bracing and taking the load. Clean rope principles.

3. Application of throws to actual situations, Choice of stance, where to throw, Throwing from solid bank, high bank, From an eddie, wooded bank through trees.

4. Strategies for the real situation.

Paired use of throw line and it's application to- sloping bank, unstable bank, outside of bend, accepting a large load, application of river skills principles.

### c) The Harness

1. Harness use, features, current designs and considerations. Illustration of safety features, Familiarisation with release systems, Paired use of a throw line recovery of swamped boat, Conscious swimmer, Unconscious floater, Application of clean rope principle to harness use.

2. Choice of Belays and setting up anchors- 'Clean Rope', principle, secure anchors and possible applications.

3. Application of Harness- 'V' lowers, Zip Lower., clean rope principle.

### d) Scenarios and Incident Management.

In the context of realistic scenarios the principles covered are illustrated and some simple additional approaches included drawn from the trainers own experiences. This session should represent a controlled but realistic opportunity to evaluate the skills involved in safety and rescue situations. Each scenario is reviewed in the context of the principles illustrated in the first session.

### e) Equipment

A final session deals with the type of equipment to carry and what is realistic. The intention is for each paddler to carry and be able to use, safely and efficiently the following;

1. A Throw Line.

2. A single HMS Anodised Karabiner.

3. An un-knotted 2-3m length of tubular webbing.

4. A single blade river knife.

The final session should deal with updating CPR protocol and allowing practice on suitable manikins. This final session may need to be administered by a suitably qualified FIRST AID Instructor!!

