

Peterborough WakePark

Policies



PETERBOROUGH WAKEPARK POLICIES

1. Health and Safety Policy
2. Water Rescue Action Plan
3. Serious Accident Policy (including action plan for the event of serious accident).
4. Fire policy and procedure
5. Equity policy
6. Child protection policy

1. HEALTH AND SAFETY POLICY

Peterborough WakePark, based Hampton Water Peterborough, considers Health and Safety to be an important and essential part in creating an enjoyable and safe experience for its members and guests.

Peterborough WakePark recognizes that wakeboarding and wakeskating are activities where there is a risk of personal injury or death.

Participants in these activities should be aware of and accept these risks and be responsible for their own actions and involvement.

Peterborough WakePark expects all members and guests to accept the principles of the above statement. Whilst acknowledging these hazards, Peterborough WakePark is determined to reduce the risks associated with such hazards, as far as is reasonably practicable, and as far as they are within their control. Hazards found at Peterborough WakePark and associated with the sport of Wakeboarding can be found documented in Peterborough WakeParks risk assessment, along with control measures to reduce the risk of injury from these hazards.

Peterborough WakePark has, drawn up the following policies:

WakeStation Operators:

- All Peterborough WakePark cable operators must:
 - Be fully trained and qualified WakeStation operators or BWSW 2 tower cable operators;
 - Have First Aid Training or not operate the cable without a trained First Aider on site;
- It is suggested that all cable operators should:
 - Hold a safeguarding and protecting children certificate;
 - Complete a DBS check before being on site alone.

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The member of staff on duty is responsible for ensuring that Health & Safety procedures are adhered to during their shift.

Cable operating:

A rider can only be towed when the cable operator is:

- A fully qualified WakeStation operative or BWSW 2 tower cable operator;
- An operator under instruction. A qualified operator must be present at all times;
- Accompanied by a competent adult when towing a child under 16;

Riders should:

- Learn and utilise the BWSW approved signals and additional hazard signal as used in kitesurfing These are to be instructed in the dry land lesson;
- No one shall use the lake under the influence of drugs or alcohol.

First Aid:

- There will be a First Aid box available to all who use the park. There will also be an accompanying accident reporting book;
- The WakeStation cable shall only be used when there is a trained First Aider on site.

General Safe Practices

- A fallen rider must communicate, either verbally or visibly after each fall;
- The operator will keep the speed 2 or below when maneuvering the cable to the fallen rider;
- All dogs visiting the site must be kept on a lead or under control and their mess cleared up. The owner must take full responsibility for their dog at all times
- Peterborough WakePark is a natural lakeside environment. Whilst every effort is made to keep the risk of slips, trips and falls to a minimum, we ask our guests to take care on site
- Any areas within the Peterborough WakePark domain that pose any Health and Safety issues shall be dealt with immediately;
- Under no circumstances will swimming be permitted in the lake;

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- All wakeboarders and other users of the water facilities MUST inform the Peterborough WakePark staff of any illness, injuries and /or heart conditions prior to riding;
- In accordance with the BWSW Personal Floatation Devices (PFDs) must be worn by all wakeboarders;
- It is the responsibility of the operator to inform all customers of the rules and regulations for Peterborough WakePark; If the customer does not agree to these rules and regulations they have no right to use the facilities on the site;
- All customers use the facilities at the site at their own risk. Peterborough WakePark makes no warranties as to the safety of these Health and Safety rules or the lake;
- Peterborough WakePark shall not be liable for any injury or any other loss whatsoever arising out of the use by a customer of the facilities at the site.
- These Health and Safety Rules have been complied and implemented to ensure the maximum enjoyment of the parks facilities to its customers and the general public.

If there is anything you do not understand or have difficulty in interpreting, please do not hesitate to ask a member of the Peterborough WakePark team.

2. WATER RESCUE ACTION PLAN

This plan outlines the procedure for rescuing a person / persons from the water.

1. Identify troubled person in the water
2. Use the rescue vessel to meet and assess the casualty communicate constantly with the casualty to let them know you are on your way and to help assess the casualty
3. Give assistance to the person in the water identifying any possible injuries
4. Administer rescue breaths if the casualty is not breathing, recover the casualty onto the rescue vessel and begin CPR if this can be done without causing further injury or endangering the rescuer if not utilize the rescue sling to float the casualty back to shore gently.
5. Call 999 at the first opportunity if required
6. Administer First Aid if required
7. If a significant fall is taken by a rider that could cause concussion but the rider does not give a hazard signal and wants to continue bring the rider in and assess for concussion, or if they report a headache post fall do not allow them to return to the water if there is any sign of concussion

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and call their emergency contact to take them to hospital for a full assessment or contact the emergency services to request an ambulance.

3. SERIOUS ACCIDENT POLICY

This policy is written in case of a serious accident or emergency at Peterborough WakePark.

The definition of an emergency or serious incident can be:

- a. Death of a child or adult;
- b. Abduction or loss of a child or adult;
- c. National emergency such as war or terrorist attack;
- d. Fire, flood, storm or earthquake;
- e. Any illness or injury requiring immediate medical treatment and/or hospitalisation for more than 24 hours.

In the event of a serious incident, accident or death occurring which involves any participant – either member or non-member, adult or child - then this policy should be put into operation immediately.

In dealing with any incident the person in charge should ask;

- Who do I need to look after?
- Who do I need to contact?
- What do I need to record?

Procedures to follow:

1. Immediately contact the appropriate emergency services. Then notify them of our address:

Peterborough WakePark,
Beebys way
Hampton Water
Peterborough
PE7 8QU

Our phone number is: 07793 112 458

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2. . Concentrate on caring for the people under your charge offering reassurance and seeking the appropriate support. Administer first aid as required.
3. Contact the most senior member of staff available: Ed Ockleford 07793 112 458
4. . At the first appropriate opportunity make notes on what occurred - detail could be important later. Deal only with facts. Use accident report forms, which are kept in the reception.
5. . Do not, under any circumstances, talk to the media.

IN CASE OF FIRE – PLEASE REFER TO FIRE PROCEDURE AS DISPLAYED ON WALL IN RECEPTION

Action for Senior Staff: In all cases, whether on or off the premises, once an incident has occurred, carry out the following measures:

1. Contact the parents/family of injured person/persons if the police have not already done so. (It may still be appropriate to contact the parents/family even if the police have already informed them.)
2. Complete relevant accident forms.
3. RIDDOR report if required.
4. Contact British Waterski & Wakeboard Federation: 01932 579 931
5. Brief all staff as soon as possible
6. Ensure that routine is kept as normal as possible
7. Allow time to talk and arrange for additional counseling if necessary

4. FIRE POLICY AND PROCEDURE

The risk that fire presents to staff, rider and visitor safety at Peterborough WakePark as well as the risk it represents to Peterborough WakePark's properties and business continuity is recognized.

Peterborough WakePark is committed to maintaining the highest of standards in fire safety in order to protect its employees, riders, visitors and any other relevant people who are lawfully in its buildings or land and those who may be affected by its activities. Peterborough WakePark will take precautions to reduce the risk of fire by eliminating and reducing those risks where reasonably practicable, then managing and controlling the remaining residual risks.

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Peterborough WakePark accepts the statutory requirements as the minimum standard and seeks to further reduce fire risk by providing suitable and sufficient information, instructions and training to its staff and visitors.

It is Peterborough WakePark's policy, so far as is reasonably practicable to;

- Provide, and maintain, places of work and recreation that are constructed or refurbished, to ensure adequate structural protection and adequate means of escape for any building occupants in the event of a fire;
- Provide, and maintain, suitable and sufficient monitoring and alarm systems in the above places that ensure that building occupants receive adequate early warning of any fire related event;
- Provide, and maintain, suitable and sufficient information and communication systems that ensure timely and efficient response by the park's staff that provide adequate details to the emergency fire services;
- Provide suitable and sufficient information and instruction on fire safety to park staff, riders and visitors.
- Provide management arrangements for identifying and controlling fire risks.

Executive responsibility for fire safety lies with the park's director who is deemed as the principal 'Responsible Person' for the park as identified in the Regulatory Reform (Fire Safety) Order 2005. In addition all staff and volunteers have duties as the 'Responsible Person' to the extent to which they have control of the buildings, park and the activities operating within them.

All Peterborough WakePark employees have a duty to observe and comply with the park's Fire Safety Policy and are responsible for the behavior and safe evacuation of their visitors whilst they are on the park's premises.

The Fire Safety Policy identifies the responsibilities and procedures [in relation to fire safety] that all parties must understand and undertake to ensure that fire safety in their areas of responsibility is sufficient.

5 EQUITY POLICY

Peterborough WakePark recognizes the importance of affording equity, equal opportunity and fair treatment to all present, potential employees, customers and members of the public.

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Peterborough WakePark aims to ensure that all people, irrespective of their age, gender, ability, race, religion, ethnic origin, creed, colour, nationality, social status or sexual orientation, have a genuine and equal opportunity to participate in wakeboarding at all levels. That includes participation as a beginner or pro rider, and as a coach, judge or spectator.

In its relationships with employees, customers and the general public, it is the aim of Peterborough WakePark not to disadvantage any individual by imposing any conditions or requirements that cannot be justified. Failure to comply may result in disciplinary action being taken.

Advice and training will be given to all those working for or on behalf of Peterborough WakePark. Direct discrimination is defined as treating a person less favorably than others or would be treated in the same or similar circumstances.

Indirect discrimination occurs when a requirement or condition is applied which, whether intentional or not, adversely affects a considerably larger proportion of people of one race, sex or marital status than another and cannot be justified on grounds other than race, sex or marital status.

Exemptions

Peterborough WakePark reserve the right to limit competitions to persons of specific age, gender or disability groups where this is necessary to ensure equitable, safe and equal competition. e.g. juniors competitions, ladies competitions etc.

Responsibility

Peterborough WakePark expects all those acting on behalf of the organisation to adhere to this policy. In pursuance of this policy Peterborough WakePark reserve the right to discipline any of its members or employees who practice any form of discrimination on the grounds of a persons age, gender, ability, race, religion, ethnic origin, creed, colour, nationality, social status or sexual orientation

6. CHILD PROTECTION POLICY

Peterborough WakePark acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and BWSW requirements.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children:

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- Have a positive and enjoyable experience of sport at Peterborough WakePark in a safe and child centred environment;
- Are protected from abuse whilst participating in wakeboarding or outside of the activity.

Peterborough WakePark acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Peterborough WakePark will:

- Promote and prioritize the safety and wellbeing of children and young people;
- Ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognize, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people;
- Ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern;
- Ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored;
- Prevent the employment/deployment of unsuitable individuals;
- Ensure safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in wakeboarding at Peterborough WakePark. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the park.

Monitoring

The policy will be reviewed each year or in the following circumstances:

- Changes in legislation and/or government guidance;
- As required by the Local Safeguarding Children Board, UK Sport and/or Home Country Sports Councils and the BWSW;
- As a result of any other significant change or event.