



Kingston Kayak Club

Indoor Pool Sessions

Coaching and Deployment Approach

1. Purpose

This document describes Kingston Kayak Club's approach to the safe organisation, supervision and delivery of its indoor pool paddlesport sessions for both junior and adult members.

It should be read alongside the Club's relevant risk assessments, safeguarding arrangements, emergency procedures and the operating requirements of Hull Culture and Leisure (HCAL).

The approach recognises that junior and adult sessions are delivered differently:

- Junior sessions normally use structured ability groups with an allocated coach or coaching assistant.
- Adult sessions are generally more fluid, with coaching provided according to individual needs, often on a one-to-one or small-group basis.

In both cases, appropriately qualified and experienced coaches retain overall responsibility for the session.

An enclosed swimming pool is defined by BCAB as Very Sheltered Water. The suggested ratio for solo craft is 1:8, with deployment decisions also taking account of coach experience, participant competence and the environment.

2. Overall Responsibility

Kingston Kayak Club, through its Committee and agreed safety framework, acts as the deployer for Club activity.

For each indoor session, the Club will identify a suitably qualified and current Lead Coach / Session Lead.

The Lead Coach is responsible for the organisation of paddlesport activity on the day and for making professional judgements about:

- How coaching is organised.
- Which coaches or assistants undertake particular activities.

- Whether an individual is competent to support a particular paddler or skill.
- Whether planned activities remain appropriate.
- Whether coaching arrangements should be changed during the session.

Paddle UK defines the deployer as the person or organisation with overall responsibility for ensuring the appropriate safety framework and deployment arrangements are in place.

3. Behaviour and Discipline

The Lead Coach / Session Lead is responsible for maintaining appropriate standards of behaviour and discipline throughout the session.

All participants are expected to follow instructions, behave responsibly, show consideration for others and comply with the Club's rules and safety arrangements.

The Lead Coach has the authority to:

- Address inappropriate, disruptive or unsafe behaviour.
- Give instructions or warnings to participants where necessary.
- Require a participant to modify or stop an activity.
- Temporarily remove a participant from the water where their behaviour presents a risk to themselves or others.
- Exclude a participant from the remainder of the session where their behaviour cannot be managed safely.
- Refer persistent or serious behavioural concerns to the Club Committee or Welfare Officer, as appropriate.

Coaches and coaching assistants are expected to manage routine behaviour within their allocated groups or activities, escalating significant or repeated concerns to the Lead Coach.

For junior sessions, the Lead Coach will ensure that any disciplinary action is appropriate to the participant's age, understanding and circumstances, and consistent with the Club's safeguarding arrangements.

Where a junior participant is removed from an activity, appropriate supervision will be maintained until they can safely return to the session or be handed over to their parent or responsible adult.

Safety, welfare and fair treatment will take priority in all disciplinary decisions.

The Lead Coach's authority relates to the safe and effective management of the session. Any formal disciplinary action beyond the session itself remains the responsibility of the Club Committee, in accordance with the Club's disciplinary procedures.

4. Typical Session Staffing

Both junior and adult sessions will normally operate with a coaching team made up of a combination of:

Current qualified coaches

Coaches who meet the appropriate Paddle UK requirements to operate autonomously.

Experienced coaching assistants

People whom the Lead Coach considers competent to support delivery within an agreed remit.

These may include people with extensive coaching experience and historic qualifications who are not currently deployable as autonomous coaches because one or more currency requirements, such as first aid, are no longer current.

Such individuals are deployed as coaching assistants under the supervision of a current qualified coach, rather than as autonomous coaches.

Paddle UK defines supervision as assisting a session with a suitably qualified coach or leader who is able to operate autonomously.

5. Junior Session Delivery Model

The junior session will normally involve up to approximately 20 paddlers, generally divided into four ability groups of around five participants.

At the start of the session, the Lead Coach will normally:

1. Bring the group together.
2. Lead or coordinate the warm-up.
3. Organise the paddlers and boats.
4. Divide paddlers into appropriate ability groups.
5. Allocate a coach or coaching assistant to each group.
6. Identify suitable activities or development themes.
7. Give coaches and assistants an opportunity to clarify the planned activity.

Regular junior paddlers will often be familiar with the group in which they normally train, although the Lead Coach may change groups where appropriate.

The allocation of coaches will be based on competence rather than simply dividing the groups evenly.

The most technically demanding, challenging or advanced group will normally be allocated to an appropriately experienced coach.

Experienced coaching assistants may take less demanding groups where the Lead Coach is satisfied that the activity is within their competence.

The Lead Coach may coach one of the groups themselves while retaining oversight of the wider session.

6. Adult Session Delivery Model

The adult session operates on a more individualised and flexible coaching model.

Although similar participant numbers can be accommodated, adult attendance is normally lower than the junior session.

Adults are not routinely divided into fixed ability groups.

Instead, coaches move between paddlers and provide coaching based upon:

- The individual's current ability.
- Their personal objectives.
- What they wish to practise during the session.
- The technical complexity of the skill.
- The coach's own competence and experience.

Coaching may therefore include:

- One-to-one coaching.
- One coach working with two or three paddlers on a common skill.
- Short periods of observation and feedback.
- Independent practice between coaching inputs.
- Paddlers moving between different coaches during the session.

The Lead Coach retains oversight of this more fluid arrangement and ensures that coaches and assistants work within their competence.

7. Allocation of Technical Skills

Some skills require a higher level of technical knowledge, observation or safety competence than general paddling development.

KKC will therefore allocate more technically demanding coaching to appropriately experienced coaches.

For example, rolling instruction will normally only be delivered by coaches whom the Lead Coach considers suitably experienced and competent to teach rolling.

Less experienced coaches or coaching assistants may observe, support or reinforce aspects of the skill where appropriate, but will not be expected to independently teach techniques beyond their competence.

This is a KKC operating decision based on competence, rather than a separate Paddle UK qualification requirement specifically for rolling.

Paddle UK defines competence as the combination of training, skills, experience and knowledge and the ability to apply them safely.

8. Use of Coaching Assistants

KKC recognises that competence is not determined solely by whether somebody currently holds all the requirements to operate autonomously.

Some assistants may have:

- Many years of coaching experience.
- Historic coaching qualifications.
- Extensive discipline knowledge.
- Significant practical experience with KKC paddlers.

The Lead Coach may deploy such individuals within a defined remit where satisfied that they are competent for the activity.

Assistants are expected to:

- Remain within the scope agreed with the Lead Coach.
- Seek advice where unsure.
- Refer technically difficult or unfamiliar situations to an experienced coach.
- Stop or modify an activity where they are not confident that they can continue safely.

The Lead Coach retains overall responsibility and remains available to support or intervene.

9. Supervision and Line of Sight

The Lead Coach does not need to continuously observe every coaching interaction.

The Club's approach is that the Lead Coach:

- Maintains appropriate awareness of the wider session.
- Retains suitable line of sight within the pool environment.
- Remains readily accessible.
- Can provide guidance where required.
- Can intervene if an activity moves beyond an assistant's agreed remit.

This allows the Lead Coach to coach participants directly while still providing overall supervision.

For the adult session in particular, the fluid nature of the coaching means coaches may regularly move between paddlers and activities.

10. Ratios and Deployment

BCAB suggests a ratio of 1:8 for solo craft in Very Sheltered Water. The guidance also states that ratios are suggestions and that deployment should take account of coach experience, participant competence and the environment.

KKC does not therefore treat the ratio as a simple calculation of:

Number of participants ÷ number of adults present.

Instead, the Lead Coach considers:

- Number of current qualified coaches.
- Number and competence of coaching assistants.
- Participant ability.
- Age and behaviour.
- Complexity of the activities.
- Pool layout.
- HCAL safety arrangements.
- The level of direct coaching required.

For junior sessions, small structured groups normally provide the principal method of managing coaching deployment.

For adult sessions, participant numbers may be similar but coaching demand is normally managed through fluid one-to-one and small-group coaching, with independent paddlers practising between coaching interventions.

The fact that an adult receives one-to-one coaching for part of the session does not mean that coach is allocated exclusively to that person for the entire session.

11. Poolside Coach / Lifeguard Provision

In addition to Paddle UK deployment requirements, KKC operates within HCAL's requirements for use of the pool.

A suitably qualified coach is positioned poolside to provide the coach/lifeguard function required by HCAL.

This person will normally be one of the Club's current qualified coaches.

Their safety responsibility takes priority over any coaching activity they may also undertake.

They may nevertheless:

- Observe paddlers.
- Provide feedback from poolside.
- Assist with technical coaching.
- Advise other coaches.
- Provide an additional experienced point of contact.

These activities may be undertaken where they do not interfere with the required safety role.

12. Pool Controller

A separate Pool Controller is positioned poolside in accordance with HCAL requirements.

The Pool Controller provides whole-pool observation from an elevated or suitable position.

They may identify and alert the coaching team to:

- Participants appearing to be in difficulty.
- Inappropriate behaviour.
- Unsafe activity.
- Incidents requiring intervention.

The Pool Controller is not required to provide paddlesport coaching.

13. Emergency and First-Aid Provision

The indoor pool operates within the wider HCAL facility.

HCAL lifeguards and first-aid resources are available on site and can be summoned through the venue's emergency/panic-button arrangements.

This provides an additional layer of safety but does not replace KKC's own responsibilities under its safety framework.

14. Dynamic Management of Sessions

The Lead Coach may alter the session arrangements at any time.

This may include:

- Reallocating a coach.
- Moving a paddler to a different coach.
- Changing the planned activity.
- Asking a more experienced coach to take over a technical skill.
- Combining or separating participants.
- Stopping an activity.
- Reducing the number of participants actively undertaking a particular exercise.
- Intervening where behaviour or discipline is affecting the safe delivery of the session.
- Temporarily or permanently removing a participant from an activity where necessary to maintain safety.

Paddle UK's Environmental Definitions encourage dynamic decision-making based upon experience, participant ability, qualification and environmental factors.

15. Key Operating Principles

Across both junior and adult sessions:

- A current qualified coach will retain overall responsibility for the paddlesport session.
- The Lead Coach will maintain appropriate standards of behaviour and discipline, with authority to intervene, restrict participation or remove individuals from activities where necessary.
- Coaching assistants will only undertake activities the Lead Coach considers appropriate to their competence.
- Junior coaching will normally operate through structured small groups.
- Adult coaching will normally operate through flexible, bespoke coaching according to individual need.
- More technically demanding skills, including rolling, will be allocated to appropriately experienced coaches.
- The Lead Coach will remain available to provide advice or intervention.
- The HCAL poolside coach/lifeguard and Pool Controller arrangements will be maintained.
- If the available coaching team is insufficient for the participants or activities planned, the session will be modified rather than stretching the available coaching resources beyond what the Lead Coach considers safe.