



Gorge Rowing & Paddling Centre

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OUTRIGGER CANOE PROCEDURES AND POLICIES

REGISTRATION POLICIES

Fees: Registration fees cover liability insurance, administration, use of the facility and equipment. Prices do not include tax, uniforms, festival or regatta entry fees or coaching unless specifically noted. Program Fees are non-transferable and cannot be shared by more than one person.

Payment: All fees must be paid in full prior to program start date, unless specifically noted. Registrants who have not paid will not be permitted to participate. Payments can be made by Visa or MasterCard over the phone.

Late Enrollment: With the exception of our Introductory Programs, enrollment is continuous for GRPC *Coached* Dragon Boat Programs - Fees can be pro-rated 2 weeks after the program start date.

Refunds: To qualify for a refund, participants must give notice within 48 hours after the second session – This is the refund deadline: No refunds will be given after this date. Refunds are calculated based on the number of sessions attended and a 10% administration fee (up to a \$500 maximum). Refunds will be processed as an account credit or returned in the same manner in which they were received. In the event of illness, deployment/relocation, pro-rated refunds may be granted - Valid documentation will be required.

Program Cancellation: We reserve the right to cancel programs if enrollment quotas are not met. In this situation all registrants will be notified. Coached programs will not run on statutory holidays.

Missed Sessions: It is the responsibility of the participant to attend scheduled sessions. Missed sessions will not be made up. In the unforeseen circumstance that a session is canceled due to weather, a make-up session may be rescheduled.

***GRPC reserves the right to change program schedules and pricing without notice.**

Mission Statement: The Gorge Rowing & Paddling Centre (GRPC) exists to provide the community with an opportunity for a positive experience in rowing and paddling sports. At the GRPC we aim to facilitate excellence, not only in those who participate in these sports, but also in our staff and program delivery.

View all policies and procedures at www.gorowandpaddle.org/profile/policies_guidelines.php

GRPC Outrigger Safety Guidelines

When paddling at GRPC, each registrant assumes responsibility for their own safety, and the safety of the group they are paddling with by adhering to the following safety guidelines, which act as supplement to the GO Safety Policy.

1. Anyone going on the water that cannot comfortably swim 100m must wear a PFD at all times. It is preferable that all paddlers have the ability to swim 500m using any stroke. It is the responsibility of each paddler to be honest about their swimming ability, and to communicate this information to their team before leaving the dock.
2. When going out on the water, there MUST be a PFD in the boat for each person. All paddlers MUST wear a PFD at all times when out on the water for night and winter paddling.
3. The steersperson is the captain of the boat and must act responsibly to ensure the safety of their crew. A steersperson must be safety conscious, especially when paddling in the winter months or in the dark. It is the responsibility of the steersperson to ensure the outrigger has the following safety equipment before going out on the water.
 - Two large bailing buckets, and two small bailing buckets
 - A floating throw bag / tow rope
 - Water proof flashlight
 - An extra paddle
 - Huli straps on seats 2, 4 & 6
 - Whistle or other noise making device
 - Spray skirt (if going out into open water)
 - Pump (for OC1s)

Check the rigging of the ama and iakos before going on the water. If the rigging is not secure, worn, or insufficient, please notify GRPC staff.

4. Night or Dark Paddling: When paddling at dusk or in the dark, each paddler must have a small white light attached to their PDF. Two paddlers in the boat must have a head lamp. One stern light can be obtained from GRPC inventory for each boat. Only solid white light can be used on the Gorge waterway. During practices conducted in the dark, all paddlers must wear a PDF and paddling will be restricted to between Tillicum Bridge and the Outer Harbour. It is strongly recommended that paddlers wear neoprene gear when practicing in the dark.
5. Before leaving the dock, all teams must note in the GRPC Equipment Use Log Book the date, team name, and proposed route. This information allows GRPC to accurately track outrigger canoe use, thereby facilitating the implementation of safety support for teams, should they require it.
6. Seasonal requirements: During the fall and winter, a minimum of five paddlers must be in all OC6s leaving the dock. During spring and summer, a minimum of four paddlers is required.
7. Weather conditions:
 - a. Cold weather – When out on the water in cold weather (5 degrees or colder), it is strongly recommended that paddlers wear neoprene gear, or several layers of quick-dry fabric (fleece, polypro, polyester, wool). Be aware of the

danger and symptoms of hypothermia. Also, refer to GO Safety Policy for Cold Water Guidelines.

- b. Thunder & lightning – No boats are allowed out on the water during an electrical storm. If caught in an electrical storm, paddle to the closest landmass and beach the canoe. Find shelter and remain there until the storm has passed.
 - c. Fog – No boats are allowed out on the water when fog impedes visibility. If caught in the fog, paddle as close to shore as safely possible and remain calm. Use a whistle to warn others of your location.
 - d. Rough seas / high winds - If the wind is more than 35 km/hr there will be no paddling. If Environment Canada posts a weather or wind warning for Victoria, no water craft will leave the dock. Teams will be notified by GRPC, and all cancellations will be posted on our website. If caught out on the water when ocean conditions become hazardous, remain calm and paddle to the closest landmass. Beach the canoe and wait until the conditions calm.
8. Paddling regions:
- a. Lower Gorge Waterway, Selkirk Waterway and Upper Harbour - All crews (novice and experienced) are allowed to paddle in these areas.
 - b. Tillicum Bridge, Upper Gorge Waterway and Portage Inlet - Unless trained and/or approved by GRPC, no outrigger canoes shall pass beneath Tillicum Bridge due to the dangerous nature of the tides and currents in this area. Any paddlers who choose to pass beneath this bridge do so at their own expense, without insurance coverage of GRPC and assume financial responsibility for any expenses incurred. Travel beyond the Tillicum Bridge is only allowed during sanctioned events, as extensive safety coverage is available during these times.
 - c. Inner & Outer Harbour - All crews (novice and experienced) are allowed to paddle in these areas. Outrigger canoes must be steered along the north shore of the Inner Harbour, following the flow pattern established by the harbour authority.
 - d. Beyond the Breakwater - Outrigger canoes may only paddle beyond the breakwater during daylight hours, with a full crew of six paddlers in the boat. Only outrigger canoes equipped with a spray skirt may paddle beyond the breakwater, and all paddlers must wear a PFD. It is strongly suggested that outrigger canoes paddling beyond the breakwater contain at least three experienced paddlers (people with over one year of outrigger paddling experience), and have a second outrigger to accompany them.
9. Huli Procedure

A huli occurs when an outrigger canoe flips over. When this happens, each person has a series of tasks to complete based on their seat in the boat. Once in the water, everyone should remain calm as they right the boat. When a huli happens, the steersperson is in charge and will take control of the situation. It is important for the steersperson to regularly review Huli procedures with their team, both verbally and by conducting a dry land Huli session.

- a. After a huli, the steersperson will yell "Head Count". Each paddler yells back their seat number, starting with seat one. With everyone accounted for, paddlers are to collect the paddles and other items that may be floating on the water. Stow these items inside the canoe so they will not float away. With everyone accounted for, each paddler checks on the paddler beside them, looking for irrational behavior or signs of injury. Being confident and calm will help the team.

- b. Seats 1 and 6 move to the bow and stern. Seats 2 and 5 swim to the outside of the ama. Seats 3 and 4 prepare to climb the hull by using the iakos. Once everyone is in position, seats 1 and 6 will position the boat so that it is perpendicular to the wave front. When the boat is in position, seats 3 and 4 use the iakos to climb on top of the hull. Once on top of the hull, seats 3 and 4 swing over the hull and balance on the muku (the ends of the iako that extend over the opposite side of the boat). Seats 2 and 5 should be in a position allowing them to push the ama up with maximum force. At the count of three by the steersperson, seats 2 and 5 throw up the ama. Seats 3 and 4 catch the iakos as they move upward, and then fall backwards into the water holding the iakos. This procedure rights the boat.
- c. With seats 1 and 6 still holding the bow and stern, seats 3 and 4 now climb on top of the ama to help stabilize the boat, and their minimize submersion in the water. Huli straps are tied to seats 2, 4 and 6, as per GRPC safety policies, and can be used like a stirrup to get into the boat. On the steersperson's command, seats 2 and 5 get in the boat using huli straps and start bailing the boat. Seats 1 and 6 are next to re-enter the boat, and should assist in bailing the boat while continuing to keep the boat perpendicular to the wave front. On the steersperson's command, seats 3 and 4 enter the boat one at a time either by using a huli strap or by climbing across the iako. The last person into the boat must be especially careful to avoid another huli.
- d. As the water level drops in the canoe, paddlers can begin paddling towards safety, leaving seat 3 to continue bailing until most of the water is removed. The steersperson will decide whether to continue bailing efforts, or to maximize paddling speed to safety.

GRPC Outrigger Procedures

1. All paddlers must be registered in a current GRPC program to have access to the facility and equipment. GRPC does not allow registration sharing or drop-ins. There are no free practices for trying out boats or teams. GRPC reserves the right to verify paddler registration at any time, without notice.
2. All paddlers must sign a waiver before going on the water. Waivers must be filled out completely, signed and witnessed each calendar year and submitted to GRPC.
3. The GRPC flow pattern must be followed at all times and is outlined on the map posted on the door to the storage room. General guidelines include paddling on the right side of the course and exercising caution around and under bridges, especially around the trestle bridge. Paddlers are to maintain polite and professional demeanour when communicating with other boats.
4. GRPC's Facility and Participant Codes of Conduct, and all GO policies and procedures / rules and regulations, extend to include everyone using GRPC equipment and facilities.
5. Small Outrigger Canoe Usage
 - i. Before paddlers can use the small outrigger canoes, they must demonstrate to GRPC their proficiency in handling these smaller boats, including huli recovery. A small boats clinic is available to those paddlers looking to learn how to manage the smaller canoes, or a skills test can be demonstrated in the presence of qualified GRPC staff.

ii. Small outrigger canoes must be reserved in advance using the reservations binder available at the kiosk. To reserve a canoe, write your full name and telephone number in the desired time slot. If you are not able to take out the boat in the allotted time, remove your name from the book so someone else may use the boat. If you have not shown up within 15 minutes of the start time for your allotted time slot, the boat becomes available to others. Paddlers are only allowed to sign out one boat at a time (i.e. a reservation must be complete before making the next reservation).

iii. Please be sure to thoroughly wash the canoe with fresh water before returning it to the boat bay.

5. Please return all equipment back to its designated storage location. All PFDs are to be hung up on the rack according to size. All paddles should be rinsed after use and put away.
6. Teams wishing to use boats for an extended time period, or at a time different than their regular practice slot, must contact the office before doing so.
7. Boat Docking Rotation Schedule: To ensure that OC6s do not remain permanently docked in the water, paddlers are to rotate the canoes stored on the floating docks. This rotation does not include the new OC6 "Nalowale". The two OC6s docked on the floating docks are to be exchanged with boats docked in the water after the 12:30pm practice on Saturday afternoon.

Updated March 2010.

GRPC Extreme Weather Conditions

a. Cold weather – When out on the water in cold weather (5 degrees or colder), it is strongly recommended that paddlers wear neoprene gear, or several layers of quick-dry fabric (fleece, polypro, polyester, wool). Be aware of the danger and symptoms of hypothermia. Also, refer to GO Safety Policy for Cold Water Guidelines.

b. Thunder & lightening – No boats are allowed out on the water during an electrical storm. If caught in an electrical storm, paddle to the closest landmass and beach the canoe. Find shelter and remain there until the storm has passed.

c. Fog – No boats are allowed out on the water when fog impedes visibility. If caught in the fog, paddle as close to shore as safely possible and remain calm. Use a whistle to warn others of your location.

d. Rough seas / high winds - If the wind is more than a constant 35 km/hr there will be no rowing. Paddling will be limited between the Johnston Street and Tillicum Bridges.

If Environment Canada posts a weather or wind warning for Victoria, no water craft will leave the dock. Weather warnings will be indicated on our website at www.gorgerowingandpaddling.com.

If caught out on the water when ocean conditions become hazardous, remain calm and paddle to the closest land mass. Beach the canoe and wait until the conditions calm.

GRPC/GO reserves the right to restrict on water activity for factors listed in the GO Safety Policy and other extreme weather conditions for the safety of participants, coaches and staff.