

17.11.2015

Session, Event, Trips Safety and Management Meeting

1. Welcome, open meeting
2. Apologies.
3. Session Process (*inc. Site Risk Assessments & Induction(s) for Volunteers and Coaches*)
4. Trip and Event Process (*inc. Risk Assessment & Home Contact System*)
5. New Canoe England Assessment Questionnaire
6. A.O.B.
7. Meeting close.

Primary Meeting Objectives...

1. *A Horsell pool specific operating guidelines linked to our generic risk assessments*
2. *A pool induction form for anybody that uses pool*
3. *Coach/volunteer induction/ assessment for pool*
4. *Generic trip/event template which includes the home contact system , classification of trip etc*
5. *Checklist for event sign off*