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| **Member’s Name** |  |
| **How to carry a boat and place a boat on trestles?** | ***(Initials required)*** |
| Small boats require two people, one at either end carrying on their shoulders Larger boats (fours) require at least four people, 2 bow, 2 sternDo not carry by the riggers |
| Boat is always turned towards the sea |
| Trestles are placed:Under the foot stretcher with the bow on the beach (for singles)Under the foot stretcher and under the splashboard (on pairs/doubles and fours/quads), paying attention not to put trestles under the bailersBlades are placed on the ground carefully, not dropped |
| **What pre-outing checks need to be carried out?** | ***(Initials required)*** |
| Check boat visually for hull damage Check the heel restraintsCheck bow ball in place (singles and pairs/doubles)Check riggers and gates (ensure gate is facing feet when blade is placed in it)Check bungs in placeCheck fin / rudderCheck seats and runners Check oar collars and handles  |
| **How to get the boats on and off the water?** | ***(Initials required)*** |
| OUT: Bow into waves or wind (if not waves) |
| RETURN: Bow into waves or wind with possible backing down |
| **Storm Landing** |
| Bow into wavesAll get out (into water as shallow as possible)Undo gates and remove blades, pushing them towards the beachOn count of three, turn boat over, life to shoulders and walk out of waterSeats (if fallen out) and blades to be rescued |
| **Harbour usage and harbour limits?** | ***(Initials required)*** |
| Please refer to the plan inside the boat house – you cannot go beyond the main harbour buoys and must keep to the outside of the green buoys |
| When rowing up and down the pier, travel down towards the beach close to the pier and travel back up further away from the pier. By the barrels, row up beside the barrels and down on the outside |
| **Rowing techniques (for safety)?** | ***(Initials required)*** |
| Safe position?Sitting at backstops, arms and legs fully extended, blades flat on the water |
| Backing down? |
| Emergency stop?Square blades in the water |
| **How to use and pack a throw-line?** ***All boats except singles must carry a throw line!*** | ***(Initials required)*** |
| To aid another rower/boat, hold on to the end of the rope and throw the bag – if packed correctly the rope inside will unfurl as the bag is thrown. |
| To pack the rope away, the rope needs to be ‘curled’ in a spiral fashion, into the bag.  |
| **Capsize drill and Swim Test?** **(Practical sign off required)** | ***(Initials required)*** |
| Understand that the key steps are to:* Get free from the boat,
* Get out of the water
* Get off the water.

Important to always stay with the boat (unless doing so results in greater danger) |
| Swim testSwim 100 mtrs in the sea in rowing kit |
| **Where the AED is located in the boathouse?**In the bottom locker with the first aid sign on - next to the leg press machine |