

# Constitution of Inver Colpa Rowing Club

Incorporating Standing Orders and Codes of Practice



**Inver Colpa**  
**Coastal Rowing Club**

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## **1. Name of the Club**

The name of the Club shall be Inver Colpa Rowing Club, and will incorporate any variations of the Inver Colpa Name, such as, for example: Inver Colpa Drogheda, Inver Colpa Coastal Rowing Club.

## **2. Club Location**

The Club shall be based at its current facility known as March Road, Drogheda Co. Louth.

Its office address shall be Marsh Road, Drogheda Co. Louth. It shall train on the Boyne River as well as other locations as deemed appropriate by the Executive Committee.

## **3. Objectives of the Club**

The objectives of the club are:

- 3.1 To foster, promote and develop, at all levels, the sport of Coastal Rowing.
- 3.2 To constantly seek to improve, progress and maintain standards within the club and within the sport.
- 3.3 The Club will be non-denominational, non-sectarian and non political.
- 3.4 To create a positive, encouraging environment for members participating in the sport of Coastal Rowing whereby:

- All members receive coaching
- All members enjoy proper equipment and facilities
- All members learn the importance of teamwork and sportsmanship
- All members enjoy themselves

## **4. Management of the Club**

4.1 The club shall be managed by an Executive Committee consisting the following:

(a) Chairperson, Vice Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Public Relations Officer, Youth Protection Officer Male, Youth Protection Officer Female, Health and Safety Officer, Committee Members and other positions as deemed appropriate by the Executive Committee.

(b) The Club shall also appoint a Youth Committee which shall consist of one male and one female member who shall make representations to the executive committee on behalf of the youth members of the club.

(c) The Executive Committee shall appoint various sub committees to look after specific aspects of the club e.g. training, crew selection etc.

#### **4.2 Election of Officers**

All Officers shall be elected at the Annual General Meeting of the Club. Officers may serve up to four years in any one position. In the event that some roles are not filled at the AGM then the Executive Committee may fill these positions at their first committee meeting. All officers must be willing to accept and adhere to all the rules of the Club Constitution, if they wish to take office. No more than two members of a family may serve on any committee at any time.

#### **4.3 Ordinary Members of the Club**

Ordinary membership of the Club consists of persons who have paid an annual subscription, either as a rower or as a family member, and are registered as such in the Club's Records.

#### **4.4 Annual Subscription and Fees**

Annual subscriptions must be received at the start of each season by a date to be determined by the Club. Any person failing to pay their subscription by the said date may forfeit their right to selection until the money is paid. No member may participate in training or competition or vote at any general meeting until all Subscription is paid.

### **5. Annual General Meeting**

5.1 An Annual General Meeting (A.G.M.) of the Club shall be held annually.

5.2 The secretary shall notify members at least twenty eight days in advance of the date of the meeting.

5.3 All motions and Officer nominations must be submitted to the secretary at least fourteen days in advance of the day of the meeting.

5.4 A minimum of twelve persons is required for a quorum at the A.G.M.

5.5 Accidental Omission to notify any member of a General Meeting shall not invalidate any proceedings at that meeting.

5.6 A two-thirds majority of those present at the A.G.M. shall be sufficient to alter, delete or add to any rules of the Club, providing such alteration, deletion or addition have been specifically included on the agenda of the A.G.M.

5.7 Each Officer of the Club shall present a report to the A.G.M.

5.8 Items for inclusion on the agenda must be forwarded to and received by the Secretary 14 days prior to the A.G.M.

5.9 The agenda of the Annual General Meeting shall be prepared by the Secretary and agreed at a committee meeting prior to the A.G.M.

### **6. Extraordinary General Meeting**

6.1 The Committee may convene an extraordinary general meeting when they consider necessary. A two-thirds majority of the Committee is necessary to approve the calling of such a meeting.

6.2 The secretary shall notify members at least twenty eight days in advance of the date of the meeting.

6.3 A minimum of twelve persons is required for a quorum at the E.G.M.

6.4 Accidental Omission to notify any member of a General Meeting shall not invalidate any proceedings at that meeting.

## **7. Role of the Committee**

7.1 The Committee will consist of a minimum of 8 persons

7.2 Nominations for positions on the Committee should be forwarded to the Committee Secretary fourteen days in advance of the A.G.M.

7.3 The Committee will have the power to rule and instruct on all matters relating to the Club, in accordance with the Club's Constitution.

7.4 The Committee will meet on a regular basis, in accordance with Standing Orders.

7.5 Minutes are to be kept of all Committee meetings.

7.6 The Committee will have the right to co-opt new members onto the Committee, for the following reasons:

- As a replacement for members who resign
- As a replacement for members whose membership is withdrawn in accordance with the rules of the Club
- To carry out duties of the Club as determined by the Committee

7.7 Committee members who are absent for more than three consecutive meetings without excuse or reason, will be deemed to have resigned as a member of the Committee.

7.8 Should any officer or committee member resign or are removed from office; the Committee will have the power to appoint a suitable replacement, if considered necessary.

7.9 The Club Committee shall be entitled to impose disciplinary measures for behaviour likely to bring the Club into disrepute and/or behaviour which is inconsistent with the good order and proper running of the Club and/or results in breaches of discipline and/or breaches of Club Codes of Practice and Conduct and any other rules of the Club, or arising from outcome of the investigation of a complaint.

7.10 Disciplinary measures imposed by the Club Committee may take the form of expulsion, suspension, a fine, a combination of a fine and suspension, or any other sanction considered appropriate in relation to the nature of the misconduct.

7.11 In the event of a complaint made against any member of the Club, the Club Complaints procedure should be invoked. The Complaints Procedure will involve one or more designated members of the Committee, as decided by the Club Committee, undertaking an investigation. The manner of the investigation will have due regard to the response of the person complained against. It will be a matter for the Club Committee to impose any sanctions that may be required, following the investigation.

7.12 The Chairperson shall be the final arbitrator on any point of procedure.

He/she shall have a casting vote within the Club on occasions when such a vote is required

## **8. Role of the Chairperson**

8.1 To act as chief executive officer of the Club, making both major decisions for subsequent ratification by the executive committee, and minor decisions of a day-to-day nature, following consultation with appropriate officers where he/she deems appropriate.

8.2 To ensure that decisions of the members of the Club made in general meeting, and decisions of the Executive Committee, are carried out properly by the appropriate persons.

8.3 To chair meetings of the Executive Committee for the purpose of ensuring that Club policy is being properly carried out, and to deal with ongoing affairs of the Club. The agenda of each meeting should be agreed with the Secretary and circulated to all Committee members in advance of each meeting.

8.4 To ensure that the Constitution is observed in all procedures relating to Club matters.

8.5 To be fully informed on all aspects of the business of the Club.

8.6 The Chairperson has an entitlement to act as or so appoint a Chairperson of any or all sub committees formed in the club.

## **9. Role of the Vice Chairperson**

9.1 To carry out any tasks at the request of the Chairperson, including the chairing of sub-committees.

9.2 To chair executive committee meetings in the absence of the Chairperson.

9.3 Where the Chairperson has relinquished his post, to assume his normal duties until such time as a new Chairperson is appointed.

9.4 To be fully informed on all aspects of the business of the Club in order to carry out the above duties.

## **10. Role of the Secretary**

10.1 The Secretary shall deal with all correspondence.

10.2 The Secretary shall take the minutes of the Committee meetings and any other meetings of the Club, including the A.G.M.

10.3 The Secretary shall keep records of the membership of the Club.

10.4 Other members of the Committee may be delegated to assist the Secretary in the performance of any of the above or other duties as required.

10.5 The Secretary will be entitled to act as Chairperson in the absence of the Chairperson.

## **11. Role of the Treasurer**

- 11.1 The Treasurer shall keep up to date accounts of the finances of the Club.
- 11.2 The Treasurer shall report on a regular basis to the Club Committee on the Club's finances.
- 11.3 The Treasurer shall collect and enter into the accounts of the Club all money and proceeds entrusted to him/her.
- 11.4 The Treasurer will be entitled to act as Chairperson in the absence of the Chairperson.

## **12. Role of the Public Relations Officer**

- 12.1 To be available at major events to promote the Club and the sport of Rowing, and to liaise with the media.
- 12.2 To develop media contacts so that Club events and views can receive timely and favourable publicity.
- 12.3 To maintain a file of promotional materials, including press cuttings on Rowing.
- 12.4 To liaise with any Sponsorship sub-committee, in particular with regard to promotional materials.

## **13. Role of the Health & Safety Officer**

- 13.1 Communicating Safety Information as advised by the CRA of other Relevant Bodies.
- 13.2 Making club officials and administrators aware of their responsibilities and liabilities
- 13.3 Encouraging the Club to adopt a written safety statement.
- 13.4 Encouraging the Club to carry out annual safety audits, and reviews of the safety statement annually.
- 13.5 Encouraging the Club to adopt policies for the management of risks on and off the water.
- 13.6 Ensuring the Club is adequately insured to cover its activities.
- 13.7 Educating Club members about their safety awareness.
- 13.8 Ensuring the ICRF Safety Leaflet stands are kept stocked.
- 13.9 Promoting the CRA and ICRF Safety Courses and RNLI 'Sea Check' Scheme.
- 13.10 Communicating Safety Information passed on by the CRA and ICRF  
The CRA and ICRF will communicate all safety related information to club officers and club members through the Club Safety Officer. It is the responsibility of the Safety Officer to ensure the relevant officers/members are made aware of this information through newsletters, notice boards, committee meetings etc.

#### **14. Role of the Child Welfare Officer (s)**

- 14.1 Review current policies in relation to young people.
- 14.2 Check that all regattas are safe and fun.
- 14.3 Oversee the implementation of the Irish Coastal Rowing Federations Code of Conduct for Young People in Coastal Rowing.
- 14.4 Commitment to attendance at appropriate training as required in order acting as a resource to members in relation to Children's needs.

#### **15. Role of the Trustees**

- 15.1 The property of the Club shall be vested in not less than three Trustees, such Trustees being elected at the Annual General Meeting or EGM.
- 15.2 Each Trustee shall hold office until he/she shall resign, die, be absent from Ireland for one year, cease to be a member and for such or other reason be removed from office by a resolution passed at the Annual General Meeting or a special general meeting of the Club.
- 15.3 Should a Trustee or Trustees cease to act as such for whatever cause and thereby the Trustees are reduced to not more than two in number, the Executive Committee shall, within six months, appoint a Trustee or Trustees to fill the vacancy or vacancies appropriated by such cessation of office, as aforesaid.
- 15.4 The surviving or continuing Trustees shall have power to act notwithstanding any casual vacancy or vacancies in the number of Trustees.

#### **16. Indemnity**

The Officers of the Club, every member of the Committee, the Honorary Auditors and each of the Trustees of the Club for the time being, his executors or administrators, shall be entitled to be indemnified out of the assets of the Club from and against all actions, claims, demands, costs, losses, damages and expenses, which he shall or may incur or sustain by reason or on account of any obligations undertaken by him on behalf of the Club in his capacity as such Officer, Committee Member, Honorary Auditor or Trustee, provided always in the case of a liability incurred in his capacity as an Officer, Committee Member, Honorary Auditor or Trustee that such liability was not incurred through his own fraud or wilful default, libel or slander.

#### **17. Role of Coaches**

- 17.1 All Coaches will operate in accordance with the Code of Conduct for Coaches as incorporated into this document.
- 17.2 Any Coach taking on the responsibility of coaching must have undertaken the Youth Code of Conduct Course.

17.3 The Coaches will be responsible for setting out the Coaching sessions for the entire club for the season.

## 18. Accounts of the Club

18.1 The Treasurer will operate bank accounts on behalf of the Club.

18.2 All cheques of the Club must be signed by any two officers of the Club. One of these signatories must be a Director of the Company.

18.3 The Accounts of the Club must be audited and signed off by the Committee before the A.G.M. and be available at the following A.G.M.

18.4 The Committee of the Club shall be indemnified against any expenses incurred by them in the course of carrying out the duties of the Club, the said expenses to be approved by the Committee of the club.

## 19. Club Meetings

19.1 **Venue, date and time** of each meeting to be decided at the previous meeting.

19.2 **The quorum** for all meetings of the Committee shall be **four**.

19.3 The Secretary shall draw up **Agenda items**. Committee members will be entitled to raise any matters of concern by way of advance notice to the Secretary or under the agenda item "any other business".

19.4 **Order of Procedure:**

The procedure at Committee meetings and General Meetings will be:

- Noting of Members Attendance.
- Apologies.
- Minutes of the last meeting will be read, proposed, seconded and passed, signed by the Chairperson.
- All matters arising from the minutes to be settled.
- Correspondence received.
- Reports from Chairperson, Secretary and Treasurer, subcommittees etc., as follows:

**Chairperson:** To report on all happenings concerning the Club and to be the spokesperson on matters relating to the Club's best interest.

**Secretary:** To read all correspondence, and to inform the meetings of all relevant matters.

**Treasurer:** To make a statement on the state of the accounts of the Club and all relevant matters and if requested to make available a statement of the accounts. To pay all bills accrued and as approved by the Committee.

**Sub-Committees (if appointed):** A Spokesperson to report to the Committee, when requested and necessary.

**Any Other Business (A.O.B.):** This will be the last item on the agenda. 17.5

19.5 **Mode of Voting:**

A show of hands shall determine all ballots, except when members wish a secret vote.

**19.6 In the event of the Chairperson being absent,** one of the officers will be appointed as Chairperson for that meeting, and shall have the same voting powers under the constitution and rules of the Club.

**19.7 Suspension of Standing Orders:** A two thirds majority of those present is required to suspend standing orders.

**19.8 Mode of Speaking:** Each member should address him/herself to the Chairperson and not to any other member. During the time any other member is speaking, the Chairperson shall not allow interference until the speaker finishes, or a point of order has to be made. Members should indicate they wish to speak on any discussion by getting the attention of the Chairperson, who will allow them to speak in order, and reply to any questions thereafter. The aim of all discussions should be to reach conclusions.

**19.9 Points of Order:** Any member may bring to the notice of the meeting, through the Chairperson, points of order relating to the constitution, rules and standing orders of the club.

**19.10 Rescinding resolutions:** When a motion has been voted on and passed, a decision to rescind the original motion shall not be allowed unless a two-thirds majority of the meeting present and voting agrees.

## **20. Code of Conduct Coaches**

20.1. Respect the rights, dignity and worth of every person and treat each one equally, regardless of age, gender or ability.

18.2 Ensure that nobody involved with the team acts towards or speaks to another person in a manner or engages in any other conduct which threatens, disparages, vilifies or insults another person on the basis of that person's race, religion, colour, descent, national, ethnic or socio-economic background.

20.3 Be positive during coaching sessions so that participants always leave with a sense of achievement and an increased level of self-esteem.

20.4 Recognise the development needs of young players (avoid excessive training or competition) and ensure that they are matched on an individual or team basis.

20.5 Rotate the team captain and the method used for selecting teams so that the same children are not always last to be selected.

20.6 Be punctual, properly attired, lead by example, avoid smoking or the consumption of alcohol in the presence of young people.

20.7 Plan and prepare appropriately for each session and ensure proper levels of supervision.

20.8 Ensure games, activities and playing equipment are customised to suit the needs of those involved in terms of age, ability, experience and maturity.

20.9 Avoid over coaching i.e., insisting upon set (stereotyped) playing patterns where individual decision-making and creativity are stifled or where young people are confined to playing in set positions on a continuous basis.

20.10 Don't shout at or lecture players or reprimand/ridicule them when they make a mistake. (Children learn best through trial and error. They should not be afraid to risk error to learn).

20.11 Set realistic – stretching but achievable – performance goals.

- 20.12 Praise and reinforce effort/commitment and provide positive feedback.
- 20.13 Don't equate losing with failure and do not develop a preoccupation with medals and trophies. (The level of improvement made by young players is the best indicator of coaching effectiveness).
- 20.14 Encourage parents/guardians to play an active role in organising activities and to draft a Code of Discipline for everyone involved.
- 20.15 Never use any form of corporal punishment or physical force.
- 20.16 Never use foul language or provocative language/gestures to a player, opponent or regatta official.
- 20.17 Avoid sending messages – voice/ text/ e-mail – to rowers. (All messages/circulars etc. should be in writing and directed to the young person's parents/ guardians).
- 20.18 On occasions when the team travels away, separate sleeping facilities must be provided for all adults. If both genders are in the group, male and female Coaches must be present.
- 20.19 It's important to recognise that certain situations e.g. staying over at the Coach's residence or friendly actions (horse play / role play/ jokes etc) could be misinterpreted and lead to allegations of serious misconduct or impropriety.
- 20.20 Do not have a situation where you are alone in a car or dressing-room with a player.
- 20.21 Do not take coaching sessions on your own. 18.22 Avoid any inappropriate touching when assisting players to perform a technique or when First Aid is being administered.
- 20.23 Make adequate provision for First Aid and do not encourage or allow rowers to row while injured. (Keep an adequate record of each injury and ensure that another official - referee/ team mentor – is present when a player is being attended to and can corroborate the relevant details).
- 20.24 Ensure rowers are safely attired and that proper insurance arrangements are in place.
- 20.25 Ensure that each rower observes a high standard of personal hygiene.
- 20.26 Ensure that all dressing rooms and areas occupied by the Team, prior to during or immediately following the completion of any race or regatta are kept clean and are not damaged in any way
- 20.27 Ensure that unrestricted access to the internet is not provided on the Club premises.

## **21. Code of Conduct for Rowers**

- 21.1 It should be the aim of all rowers to attend training sessions and regatta days on time with all correct clothing and be ready 15 minutes before training starts and 30 minutes before the regatta starts.
- 21.2 All rowers must conduct themselves in training and regatta days, ensuring that their level of behaviour is of the highest standards at all times and show respect to their Manager/Coach, other rowers in their team, opponents and the equipment/building they are using.
- 21.3 Represent their club and family with pride and dignity.

21.4 Participate fairly, do their best and enjoy themselves.

21.5 Respect officials and accept their decisions gracefully

21.6 Respect fellow team members giving them support when they do well or not so well.

21.7 Respect their opponents, before and after races irrespective of the result or previous results.

21.8 Be modest in victory and gracious in defeat.

21.9 Set high standards of fair play for others to follow.

21.10 Let the coaches / selectors know when they are unavailable for training or competition.

21.11 Wear official club colours / sportswear when requested and with pride.

21.12 Support club activities where possible

21.13 All rowers representing the Club who fall below the expected standards and levels of behaviour will be subject to disciplinary action. Examples of unacceptable action include:

- Abusive behaviour/language towards team mates/ opponents
- Disrupting Training
- Threatening behaviour
- Violent conduct
- Bad sportsmanship
- Persistently being cautioned

Any rower displaying unsporting behaviour will be liable to immediate substitution or suspension by the Club for a period as determined by the Team Coach/Manager in the first instance, and/or by the Club Committee.

21.14 Any rower found to be in breach of the code of conduct will be subject to sanction, which will, in the first instance, be a matter for the Team Manager/Coach and could include a fine and/or suspension and/or face the Committee of the Club to explain their behaviour. This could result in their membership being suspended or in certain cases, being expelled from the Club.

## **22. Disclaimer**

All rowers row and train at their own risk. While the Club will provide appropriate insurance cover, there is no requirement on the Club to meet any costs arising for any player who may be injured while playing or training.

## **23. Code of Conduct for Parents, Guardians, Spectators**

23.1 It is the aim of this Club to promote the highest standards of sportsmanship and fair-play and to ensure the spirit of the sport is not abused.

23.2 Any adult taking part in any activity organized by the Club, or attending such an activity with the Club as a guest or another, shall conduct himself or herself in an exemplary manner.

23.3 Adult behaviour must be of the highest standard to set the correct example to the players.

23.4 Rowers should expect advice, encouragement and support and not be embarrassed or humiliated by the adults watching them.

23.5 Adults should not shout, swear, argue, become violent or use sarcasm. Wherever possible players who require help should be assisted and encouraged to overcome any difficulties.

23.6 Adults should:

- Always look for aspects to praise rather than rebuke
- Praise good behaviour to show that adults value it
- Praise effort and performance, rather than just achievement, most often in the case of a victory
- Emphasise the importance of involvement first, winning second
- Display patience
- Ensure rowers have a clear understanding of the standards of behaviour expected
- Help rowers understand the rules; talk to them, not at them!

23.7 Matters of team selection, including the playing of substitutes, remain the sole responsibility of the team selection panel. Their decision is final.

23.8 At all times, during the course of the regatta, the decisions made by the stewards, qualified or unqualified, appointed to officiate, will remain final.

23.9 Any parent/guardian or spectator (associated with a playing member) whose behaviour is considered to fall below the required standard, may result in the membership of that player being suspended or cancelled.

23.10 Any complaint regarding the opposition, stewards, spectators, or any other aspect of the game must be dealt with by the club captain. If the matter is considered serious enough, the Club Secretary will inform the appropriate authority. It will not be acceptable for individuals to take the law into their own hands.

23.11 All parents, guardians and spectators shall abide by the rules of the Coastal Rowing Association and the Irish Coastal Rowing Federation.

23.12 Spectators should:

- Be of your best behaviour and lead by example.
- Applaud good play by the visiting team as well as your own.
- Show respect for your team's opponents. Without them there would not be a match.
- Condemn the use of violence in all forms at every opportunity.
- Verbal abuse of stewards or officials cannot be accepted in any shape or form.
- Encourage young rowers to play by the laws of the sport.

## **24. Team Training**

24.1 Training will be overseen by a Training Team appointed by the Executive Committee.

24.2 This team will have complete control over all aspect of the training of new and existing members within the club.

24.3 This team may seek the advice / assistance of persons outside the club with the permission of the Executive Committee.

24.4 Team Training Rotas will be available to all members.

## **25. Team Selection**

25.1 The selection of all teams is the responsibility of the Team Selection Panel.

25.2 This panel will be appointed by the Executive Committee.

25.3 The Panel may consist of coaches, coxes and other appropriate personnel.

25.4 The Panel may seek the advice / recommendations of other Coaches / Coxes within the club.

25.5 In the event of a selector having a conflict of interest or what may be perceived as a conflict of interest in relation to the selection of a particular team then the selector should not participate in the votes for that crew.

25.6 The Committee's decision is final.

25.7 If any member has any issue with the selection they may arrange to meet with a delegation of the Team Selection Panel to outline their concerns / issues.

25.8 If they are not satisfied with the outcome of that meeting they may ask to meet with a delegation of the executive committee of the club.

## **26. Membership**

26.1 Anyone who wishes to become a member of Inver Colpa Rowing Club (hereinafter called the Club) must fill out the appropriate application form and submit it with the appropriate fee together with four passport size photographs. Forms are available on request from the Membership Administrator. Membership commences on the 1<sup>st</sup> Day of January and ceases on the 31<sup>st</sup> Day of December in the same year.

26.2 Anybody who wishes to participate in club activities must be a paid up member at that time.

26.3 All club members must abide by the club constitution, club rules, and club policies.

26.4 All of our club constitution, club rules, club policies and club code of best practice are in use when any member is involved with club business at training, in club house, or representing the club at any activities.

26.5 All members are asked to keep themselves familiar with club activities and to participate where possible.

26.6 All members of the club must behave in a decent manner while taking part in club activities and will not do anything to bring the club into disrepute.

26.7 Under no circumstances may a member participate in club activities while under the influence of alcohol or any illegal substances.

## **27. Facilities / Boats**

27.1 The boats can only be used when a committee member or person authorised by the committee is present, except at the discretion of the committee. Anybody found using the boat without such permission will be disqualified from the club.

27.2 All members must take due care of the boats, oars and all club equipment.

27.3 Each use of the boats should be noted in a boat Log. This should detail date, time and venue used as well as purpose and authorised person overseeing activity. It should also note time of return to storage.

27.4 Boats must be cleaned and stowed away properly after each use.

## **28. Health and Safety**

28.1 All aspect of Health and Safety will be overseen by the Health and Safety Officer.

28.2 Prior to any training session taking place the club safety officer must confirm that weather conditions are suitable for training to commence.

28.3 All rowers rowing in categories above Under 18 must have a lifejacket / buoyancy aid with them in the boat at all times while on the water.

28.4 All rowers rowing in categories above Under 18 must have a lifejacket / buoyancy aid with them in the boat at all times while on the water.

28.5 The Club must ensure that it has appropriate Insurance in place to cover all club activities.

## **29. Training**

29.1 Each training session is to have a person overseeing the session. This person's responsibility is as follows:

- (a) That crews are ready once the boats return to shore.
- (b) That all crews have appropriate safety devices.
- (c) That a first aider is present with the club first aid bag.
- (d) That the emergency contact numbers are available.
- (e) That beach member has signed in and signed out.
- (f) That the coxes are wearing their lifejackets / buoyancy aids.
- (g) That each session is done in a safe and appropriate manner.
- (h) That the club safety officer has approved the training session.

29.2 All members must sign in and sign out when at club training activities. Failure to do this may result in disciplinary action.

29.3 Under no circumstances may a member participate in club activities while under the influence of alcohol or any illegal substances.

29.4 Smoking is prohibited at all times throughout the duration of a training session.

### **30. Coxes**

30.1 All coxes must wear a lifejacket/ buoyancy aid at all times while on the water.

30.2 A coxswain must consider safety a priority before all other actions.

30.3 A coxswain is compulsory for all races

30.4 All crews under the age of 18 years must be in the charge of an adult coxswain (over 18 years of age). Coxswains for adult races must be at least 16 years of age.

30.5 If coxswains 18th Birthday falls within the rowing season then they will be allowed to Cox.

30.6 Each Coxswain must wear club colours.

30.7 All Coxswains must remain seated at all times during the race.

### **31. Club Gear**

31.1 Members should wear Approved Club Sportswear at all club events.

31.2 When racing all club members must wear club official sportswear. Failure to do so will result in the club being fined by the Association.

### **32 Anti-Discrimination Policy**

32.1 Inver Colpa Rowing Club is committed to setting standards and values to apply throughout the Club. Coastal Rowing belongs to and should be enjoyed by everyone, equally. Our commitment is to confront and eliminate discrimination whether by reason of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability. Equality of opportunity at Inver Colpa Rowing Club means that in all our activities we will not discriminate or in any way treat anyone less favourably, on grounds of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.

### **33 Anti-Doping Policy**

33.1 The Irish Coastal Rowing Federation supports the 'Anti-Doping in Sport' policies of the Irish and Northern Irish governments and in keeping with that

support, prohibits the use of all performance enhancing drugs and supplements which are proscribed and recognised as such by the relevant national statutory Sports Councils and National Olympic Committees governing both the Republic of Ireland and Northern Ireland. The Irish Coastal Rowing Federation, its affiliated associations and their clubs, officers and members agree to fully co-operate with any testing procedures etc. as may be proposed or requested by the relevant statutory sports councils, be they during competition or outside of competition or within the jurisdiction of the Federation or outside of the jurisdiction of the Federation, and any individual found to have failed any properly conducted test and who does not provide a proper and acceptable medical explanation, will be disciplined including disqualification and/or banning in line with such standards which are currently recommended and practiced by the relevant statutory and Olympic bodies.