

Course Content & Objectives

Meet & Greet (approximate duration 30 minutes)

Hand over keys and confirm return procedures.

Skipper confirms understanding of boat facilities and systems

Responsibilities for the safety of the boat and its passengers.

Understand the use of the breakdown and emergency contact numbers.

Meet & Greet : night before full familiarisation

Hand over keys and confirm return procedure

Explain boat systems required for over night stay

Familiarisation (approximate duration 2½ hours)

(Would normally form the morning of first full day of trip. The boat will return to the mooring at the end of the period to allow the familiarisation skipper to disembark. This should be taken into account by the hirer when planning their route.)

- Full explanation of the boat facilities and systems
 - Reminder of boating 'Best Practice' and safety including the British Waterways Boaters Handbook.
 - Confirmation of skipper's responsibility for safety of the boat and its passengers.
 - Full explanation of emergency procedures and contact numbers
 - Full explanation of handover and return procedures
 - Practical assessment of the skipper's boat handling competence
 - Some opportunity to train other group members who will assist the skipper(s) e.g. lock procedures
 - If skipper's competence does not reach required standard, agreement of next step.
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Familiarisation+

In addition to the familiarisation, skipper(s) are required to attend one of the Project's normal river practice days some time before their hire period. This will provide an opportunity to gain boat handling skills prior to the familiarisation period on their first day of hire. The practice day does not have to be on the same boat as that which will be hired

Lock View Canal Holidays is part of the
Canal Boat Project a registered charity: 1108452
<http://www.lockviewcanalholidays.org.uk>



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Identifying Your Self Steer Training Needs

Introduction

Handling a canal boat is easy. However, if you have not skippered a boat before you may feel a little apprehensive. We want to ensure that you enjoy your canal boat holiday in safety, so we have designed a number of training courses to match your previous experience and skills.

This leaflet helps you decide what kind of training, if any, you will need to feel confident to handle one of our broad beam canal boats.



Some Words We Use

Skipper

The person nominated by the user group and deemed by The Canal Boat Project as responsible for the operation and safety of the boat and its passengers. This includes the behaviour of all group members where this is likely to affect the safety of the boat, any or all group members or the waterway and its users. The skipper is not necessarily the group leader.

Familiarisation Skipper

The Project representative with appropriate training to provide the hirer with information to enable them to enjoy a safe trip. They will also assess that the hirer's boat handling skills reach an acceptable level before handing over the boat.

Practice Day

A day during which hirers and our own volunteers practice the skills they need to become more confident in their boat handling.

Familiarisation

The procedure where skippers learn about a boat's systems and how to operate and handle a canal boat.



Which Training Course is Right for Me?

Previous Experience	Training
Has previously skippered, during the last 18 months, the same boat that is being hired.	Meet & Greet
Has a current formal qualification in boat handling i.e. <ul style="list-style-type: none"> • Boatmaster • Certificate of Community Boat Management (CCBM) • Royal Yacht Association Helmsman certificate 	Familiarisation
Significant experience in handling a canal boat (either narrow boat or broadbeam) This will include (but is not limited to) one of the following <ul style="list-style-type: none"> • A boat owner where the boat is powered by an on-board engine and is designed for overnight accommodation (i.e. large). • A history of hiring and skippering a boat for a period of at least one week • Regular skipper of a community boat 	Familiarisation
Limited previous experience in handling a canal boat. Skippers of small craft or those having previous hiring experience but not as skipper.	Familiarisation+ Practice day
No previous experience	Familiarisation+ Practice day

Identifying Your Training Needs

What You Need to do Before Booking

- Identify the person (or persons) who will act as skipper .
- Inform our Admin Team of the level of qualification or experience of each person undertaking the role of skipper (see What Course is Right For Me?).
- If applicable, look at our web site to see when we are next running a River Practice Day that you can attend. We recommend you attend a day when your boat is being used for a river practice day.

What We Will do at Time of Booking

- ✓ Explain the agreed relevant familiarisation process. **NB** everyone acting as skipper **must** attend familiarisation. (This will normally be the first morning of the hire period).
- ✓ We will send you 'The Boater's DVD' published by British Waterways, to both get you in the mood and help you to safely enjoy your holiday.
- ✓ Our Admin Team will inform the "practice day" skipper of the hirer's intended attendance, if required.

NB The Canal Boat Project reserves the right to cancel a booking if, in the opinion of the familiarisation skipper, the hirer has not reached a certain level of competence to handle the boat safely.

If the skipper role is to be undertaken by more than one person during the hire period , each must attend the relevant training session(s) and it must be clear who is acting as skipper at any one time.

