

By becoming a member of British Canoeing a club will be included in the British Canoeing Civil Liability insurance which provides an indemnity of £10m and Employers' Liability for employees and volunteers. You will also have access to the British Canoeing Legal Helpline. There are three different club membership options. By joining British Canoeing you must agree to the Affiliation Agreement and provide all of the relevant information requested. The membership fee is for a one year period and must be renewed annually to maintain continuous insurance cover.

Senior Club

Fee £135 plus per capita charge* for each non member junior and adult.

Senior Club with a Youth Section

Fee £165 plus per capita charge* for each non member adult.

Your club must appoint an active Youth Officer responsible for organising activities for Youth Section members and promoting their interests. Youth Section members can enter British Canoeing events and attend British Canoeing courses and enter national ranking competitions at the entry level without paying the taster fee. Section members also qualify for British Canoeing Star Tests (1-3) at member rates.

Junior Club

Fee £100 plus per capita charge* for each non member junior and adult.

To qualify as a Junior Club, 85% of your membership must be under 18 years of age. An exemption from the capitation fee is available if the club is insured under its own or a group liability insurance e.g. a school or uniformed group.

(*Per Capita charge for non member junior is £1.20 and non-member adult is £2.20)

Waterways Licences

British Canoeing has negotiated major discounts on behalf of affiliated clubs to licence club owned boats on Environment Agency and Canal and Rivers Trust waters. Please note that by purchasing boat licences through British Canoeing there are no further licencing fees to pay to either agency.

Please note:

The information requested within the Club Affiliation form is collected by British Canoeing for several purposes including; insurance; equality and safeguarding standards; and monitoring purposes to fit with current Sport England data requirements. The requirements for Sport England data can change, which sometimes requires us to revise the question we ask our clubs, unfortunately this is out of our control.

Club DetailsClub Name: Affiliation Type: New or Renewal Affiliation: Affiliation No: If New, start date: Open to the Public? Yes / No

(Selecting YES means your club is open to all, selecting NO means your club is a closed club e.g. a school.)

Club Address

(This information will be shown to the general public via the website 'club finder'.)

Address: Town: Postcode: Club Website: Telephone: Club Email: **Membership**

Club Members	British Canoeing Members		Non - British Canoeing Members	
	Males	Females	Males	Females
13 and Under				
14 - 18				
19 - 25				
26-45				
46 +				
Totals				

How many Volunteers have assisted the club in the last year? How many qualified coaches do you have as club members?

Number of club members who consider themselves to have a disability, long term illness, health problem or impairment that limits their daily activities?

Male Female **Waterways Licences**

We have negotiated a reduced licence fee with the Environment Agency (EA) and Canal and Rivers Trust (CRT) for the use of club owned boats on their waters. **All boats** (including Bellboats and Safety Boats) should be licenced, not the maximum used at any one time. Please be aware that we are obliged to pass on the number of licences purchased by each club to CRT and EA for audit purposes.

Please enter the number of club boat licences required: **Liability Insurance**

All affiliation types will be included in the British Canoeing Civil Liability insurance which provides an indemnity of £10m and Employers' Liability for employees and volunteers. You will also have access to the British Canoeing Legal Helpline.

If your club or group is insured under another organisation then insurance can be excluded from the affiliation by selecting 'NO' below. Please check carefully before opting out of the insurance provided and ensure you provide the name of your alternative insurer and send a copy of your Insurance Certificate.

British Canoeing Liability insurance required? Yes / No Name of Insurer: **Payment**

Affiliation Fee

Cost

Number

Fee

Waterway Licences (per Club Boat)

Adult Capitation Fee (non British Canoeing members)

Under 18 Capitation Fee* (non British Canoeing Members)

*A Senior Club with registered youth section do not pay the U18 capitation fee

Total Fee

If you pay an individual at your club any fee other than receipted expenses i.e. payment for time or services such as coaching, an Employee Reference Number (ERN) or PAYE code is required. If you have an ERN or PAYE code/ number, please enter in the box below. Leave blank if you do not have any employees. (This is a requirement of the Financial Services Authority & Employer Liability Insurance)

Employee Reference Number / PAYE code:

Club Facilities



Home Waters:

Club Location / Home Water Postcode:

(Please enter the nearest postcode for your club or meeting place. Please be as accurate as possible as this will be used for the mapping of your club on our website).

Club Location / Home Water Name:

Please select which venue best describes your home waters:

- River
- Canal
- Lake / Reservoir
- Sea
- Estuary
- Swimming Pool
- Other - Please state:

Club Interests

Select the main club interest from the drop down menu:

Main club interest if not covered in the drop down menu above:

Other Club Activities

(Tick as many boxes as appropriate)

- Canoe Marathon
- Canoe Slalom
- Canoe Sprint
- Canoe Surf
- Canoe Freestyle
- Canoe Polo
- Wild Water Racing
- White Water
- Rafting
- Go Canoeing Events
- Canoe Sailing
(International Racing Class)
- Stand Up Paddle Boards
- Touring Inland
- Touring Sea
- Canoe Lifeguards
- Pool Sessions
- Opportunities for Paddle-Ability
- Women & Girls Initiatives
- Opportunities for Families
- Opportunities for Young People
- Opportunities for Over 50's

Other Activity:

Club Welfare Officers

British Canoeing recommends that all clubs appoint at least one Club Welfare Officer (CWO). CWOs are required to attend a Sports Coach UK Safeguarding and Protecting Children Workshop (SPC) or equivalent **and** a British Canoeing Time to Listen Course (TTL). Please enclose copies of course attendance certificates.

Club Welfare Officer:

(Primary Officer)

Membership No:

Email Address:

(If applicable)

Disclose Email:

- Yes
- No

Telephone No:

Disclose Tel:

- Yes
- No

Training completed:

(tick box)

SPC

Date:

TTL

Date:

Date:

Club Welfare Officer:

Membership No:

Email Address:

(If applicable)

Disclose Email:

- Yes
- No

Telephone No:

Disclose Tel:

- Yes
- No

Training completed:

(tick box)

TTL

Date:

SPC

Date:

Date:

Club Officials



Chair	<input type="text"/>	Membership No: <i>(If applicable)</i>	<input type="text"/>
Email	<input type="text"/>	Disclose Email:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone	<input type="text"/>	Disclose Tel:	<input type="checkbox"/> Yes <input type="checkbox"/> No

All British Canoeing correspondence will be sent to the secretary using the details supplied below.

Secretary	<input type="text"/>	Membership No: <i>(If applicable)</i>	<input type="text"/>
Email	<input type="text"/>	Disclose Email:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone	<input type="text"/>	Disclose Tel:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Address	<input type="text"/>		
Town	<input type="text"/>		
Postcode	<input type="text"/>		

Treasurer	<input type="text"/>	Membership No: <i>(If applicable)</i>	<input type="text"/>
Email	<input type="text"/>	Disclose Email:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone	<input type="text"/>	Disclose Tel:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Volunteer Coordinator	<input type="text"/>	Membership No: <i>(If applicable)</i>	<input type="text"/>
Email	<input type="text"/>	Disclose Email:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone	<input type="text"/>	Disclose Tel:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Safety Officer	<input type="text"/>	Membership No: <i>(If applicable)</i>	<input type="text"/>
Email	<input type="text"/>	Disclose Email:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Telephone	<input type="text"/>	Disclose Tel:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Event Safety Training completed: **Date:**

BRITISH CANOEING CLUB AFFILIATION AGREEMENT



By completing the Affiliation Form and Payment of the Affiliation Fee the club is confirming and agreeing to the following terms of affiliation.

(If the terms of the affiliation agreement are not met the club's Public Liability Insurance may not be valid. British Canoeing has the right to suspend or cancel Club membership if deemed appropriate or to refuse affiliation if a club is deemed not to be acting in the best interests of British Canoeing and the sport).

Club Name:

The club agree to the following: (tick boxes)

- The club affiliation form has been completed, in full, honestly and accurately.
- The club has accurately provided the number of club members holding full British Canoeing membership and the number of those seeking additional per capita insurance cover for the purpose of club activities.
- The club affiliation payment is for the current year's affiliation fee.
- To enclose the appropriate affiliation fee. The total of this fee is:
- The club is a voluntary not for profit club.
- The club has adopted and is implementing the British Canoeing Child and Vulnerable Groups Protection Policy (P1)
- To appoint a Club Welfare Officer who has a current DBS check and has attended (or is scheduled to attend) a Safeguarding and Protecting Children (SPC) workshop and a Time to Listen course (TTL) providing evidence of course attendance.

Club Affiliation Payment sent by: Cheque Credit / Debit Card BAC's - Bank Transfer

Contact number to get Credit/Debit Card or BAC's Details:

(Please note we will phone the contact number provided during office hours.)

The club agree to provide British Canoeing with an up to date copy of:

- The Club Constitution or Rules and Byelaws.
- The Club Health and Safety Policy.
- The Club Standard Operating Procedures.
- The Club Safeguarding Policy.
- The Club Risk Assessment.

NEW CLUB: If you are a **new club** joining for the first time, please ensure all of the relevant documents listed above are enclosed with the completed affiliation form.

EXISTING CLUB: If you are an **existing club** renewing your membership, please enclose any of the above documents which have been updated.

DECLARATION

We accept liability for our share (£1) in the unlikely event of the liquidation of British Canoeing. We agree to be bound by the Rules and Regulations of British Canoeing and will bind our Members to observe them. We also agree to follow the British Canoeing Policies and Procedures and British Canoeing Guidance for affiliated clubs.

Signature: Print Name:

Position: Date:

Please return the completed Affiliation Form with the required documentation (outlined above) and correct payment (cheques payable to British Canoeing) to Membership Dept, British Canoeing, National Water Sports Centre, Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU. If you wish to pay by Credit or Debit card email your completed form to clubs@britishcanoeing.org.uk who will contact you for card details and take payment over the phone.