Timeline

Description automatically generated

**Please complete and email the Registration document to complete your booking.**

**Craft type:**

**Reg No.**

|  |  |
| --- | --- |
| **Personal Details - one applicant only please**  **[Private Launch](mailto:ncc.oep@norfolk.gov.uk)**  **[Individual Registration Form](mailto:ncc.oep@norfolk.gov.uk)**  **[Whitlingham Adventure, Whitlingham Lane, Trowse, Norwich NR14 8TR](mailto:ncc.oep@norfolk.gov.uk)** | |
| First Name Surname | |
| Address | |
| Postcode | |
| Contact No: Day Eve | |
| Mob Email | |
| Age Date of Birth Male/Female | |
| **Emergency Contact (for duration of course)** | |
| Title First name Surname | |
| Relationship | |
| Address | |
| Postcode | |
| Tel Mobile | |
| **Medical Information** | |
| Any recent illnesses: | |
| Are they receiving any medical treatment? YES/NO  If yes, details -  **N.B.** The Staff are not permitted to give medication or painkillers. If a participant is in possession of or requires medication, please see the Duty Manager. | |
| Any allergies? e.g. Medicines, food, bee stings etc | |
| Is their anti-tetanus injection up to date? YES/NO Date if known | |
| Please give any further information you feel may be of use in an emergency or that instructors should be aware of e.g. Phobias, hyperventilation, diabetes, travel sickness etc. | |
| **Rules of good practise on the water** | |
| **Do’s** | **Don’t** |
| Wear a buoyancy at all times | No deliberate capsizing |
| Only use the allocated areas and go only where you are able to return by yourself | Never leave the craft unattended on the water or shores |
| Please inform the staff if there are any medical information that we need to know | No swimming at any time |
| Only use the craft for the purpose it is made | No diving off craft or deliberate falling off |
| Ask for advice if you are unsure about anything | Tamper with any of the craft fixings or parts |
| Inform staff if there are any problems or breakages | Deliberately collide with, or bump other craft |
| I have read, understand and will abide by the rules of good practise on the water.  In the event of an accident or illness requiring emergency treatment, I authorise any GP or hospital authority to administer any emergency measures required in my absence.  I confirm that I have read the terms, conditions and statement of assumed risk overleaf  Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Terms & Conditions**  Whitlingham Country Park is privately owned, with the site and any facilities being managed by The Whitlingham Charitable Trust.  Norfolk County Council’s Outdoor Education Programme operates the license for the use of both Private Broads. As such, all water activities are supervised by and under the control of the Duty Manager on site.  Access to the water space is strictly by approval of the Duty Manager at the Centre.  Whitlingham Adventure and Norfolk County Council can accept no responsibility for any persons accessing the water space or other areas outside of the operational times set by the Duty Manager.  Final decision for a private launch to enter the water space rests with the duty manager in charge and will be judged by considering the prevailing weather conditions, kit availability, condition of craft and programmed activity.  Use of buoyancy aids is mandatory.  No private launch is possible without a valid membership card and number.  You are advised to obtain third party insurance for your craft.  **Statement of Assumed Risk**  Outdoor and adventurous activities are fun and involve learning new skills in unfamiliar environments. They are hazardous by nature; both participants and people with parental responsibility must accept an element of risk, which may result in bumps and scrapes due to the nature of the fast moving activities involved.  To minimise these risks we have evolved a 'safe system of work' :   * We only employ fully qualified staff * We provide appropriate personal safety equipment for all participants * We provide appropriate equipment for the course * We work to NGB guidelines in respect of instructor to student ratios. * We have a robust risk management systems in place: we are AALA, BCU, and RYA inspected and approved * We reserve the right to cancel or modify any activity if we feel that this is required due to the level of any form of risk to participants.   The information provided on this form will be stored on our database and used for the administration and recruitment of courses being organised by Whitlingham Adventure to monitor statistical information for Norfolk County Council and for no other purpose. All personal information will be held in strictest confidence.  Tick if you do not wish to receive further information: □ | |

A close-up of a logo

Description automatically generated with low confidence