

## Participant Information Form

Please complete and bring on the first day of the course, your participation may be affected if you do not.

Course: .....

Dates and times: .....

Please fill in below the name, address and telephone number of **the participant**.

Name: .....

Address: .....

..... Post Code.....

Day Tel: ..... Eve Tel: ..... Mobile: .....

E-mail Address: .....

Do you suffer from any medical conditions or allergies that would affect your ability to participate?

..... Yes  No

Do you take medication for your condition? Yes  No

If yes, please state what medication you take.

.....

Are you confident in water? Yes  No

- All activities are potentially hazardous. The Park Authority takes all reasonable precautions to prevent any such incidents.
- Clyde Muirshiel Park Authority shall not be liable for any loss or damage to goods, property, equipment, clothes or any other articles brought onto the premises by the lessee or third party.

We sometimes take photo's to use in Park publicity.

Do you have any objection to this? Yes  No

We can use this contact information to inform you of new courses or special offers.

Do you have any objection to this? Yes  No

Please fill in below the name and address of your **next of kin**:

Name: ..... Relationship: .....

Address: .....

..... Post Code: .....

Day Tel: ..... Eve Tel: ..... Mobile: .....

I, the undersigned declare that I have read and understood the attached information, hygiene advice and disclosed any medical condition which may affect my/my child's ability to participate in this course.

Print name .....

Signed: ..... Date:.....

(Must be signed by the responsible person over 18 years)

## What to Bring

Suggested list of what you may need during a visit.

- \*/\*\* Windproof / Waterproof jacket, trousers
- \*/\*\* Warm layers of clothing (**no jeans**)
- \*/\*\* Protection against the sun, i.e. hat, glasses & sun cream
- \*/\*\* Full change of clothing, including shoes and underwear
- \*/\*\* Hat, gloves
- \* Lunch & snack food (available to purchase in Castle Semple tearoom)
- Medication if required eg. (Asthma inhalers, Epi- Pens) please inform Instructors if you carry medication with you in case they need to access it to help you.
- \* Land based
- \*\* Water based (Canoe, Kayak, Sail, Raft Building)
- \*\* Old trainers (No Wellies)
- \*\* Wash kit & towel
- \* Walking boots/solid footwear
- \* Midge repellent
- \* Flask

## Hygiene Advice For Water Users

Whenever you take part in water activities, good personal hygiene is sensible. Whether using Castle Semple Loch or elsewhere the following normal precautions are recommended:

- Always:
- Avoid swallowing water if possible
  - Ensure that children or others in your care follow these guidelines

- Before going out
- Use footwear to help protect feet from cuts
  - Cover cuts and grazes with waterproof plasters

- Afterwards:
- Remember to wash your hands before eating or handling food
  - Take a shower after immersion sports
  - Wash clothing and footwear

When you visit, we will display any additional information or advice for blue green algae warnings, ice etc. If you suffer any ill effects after being in the water, inform your doctor.

## Castle Semple Centre Risk Management Summary

### 1. Adventure Activity Licence Details

The holding of an Activity Adventure Licence from the Activity Adventure Licensing Authority (AALA) means that we have been inspected by the Adventure Activities Licensing Service (AALS) and our risk analysis and management systems were found to be satisfactory. Further details can be found at <http://www.hse.gov.uk/aala/index.htm>

**Licence details: Reference No. R0447 Licence No. L12827 Expiry Date 11<sup>th</sup> June 2020**

### 2. Staff Competence and Qualifications

All staff will either hold a relevant national governing body qualification, or a statement of competence signed by an appropriately experienced and qualified person consistent with the requirements of the licensing regulations.

### 3. Adventure Activity Equipment

All equipment provided will be fit for purpose and is inspected as part of our adventure activities licence.

### 4. Adult and Child Protection Policy

Our policy is consistent with current good practice in this area and scrutiny forms a routine part of our recruitment procedures. Where there are statutory requirements (e.g. Disclosure Scotland) checks are carried out.

### 5. Insurance Arrangements

QBE UK Ltd - GBP 25,000,000 any one occurrence. Expires 31st October 2020

### 6. Fire Protection

The Centre has an automatic fire detection system with a link through to the Fire Service. Drills are carried out at regular intervals and a fire risk assessment has been carried out.