



HEADINGTON
SCHOOL OXFORD

ANNUAL PARENTAL CONSENT FORM ROWING ACTIVITIES (non-residential) 2011-2012 Season

We would be very grateful if you could complete and return this form by the **1st September 2011**. If your daughter is a current member of the boat club, this consent form must be completed and it will replace the existing consent form. Your daughter will then be able to attend any sporting fixture, event or practice during the school year without us having to ask for permission again. You will be asked to complete an additional form should your daughter be asked to attend a residential rowing trip. This form must be returned to [R.M Demaine](#).

Name of student	D.O.B	Year Group: eg: U3.
Name of parent/legal guardian completing this form		
Has your daughter rowed before? Yes / No. If your daughter is new to the school and you have answered yes, please specify what she has done:		

MEDICAL / DIETARY INFORMATION

All information must be declared.

Please ensure that [MR DEMAINE](#) is informed of any change to this information as soon as possible.

Name, Address and telephone number of student's doctor:

Does your daughter suffer from any physical conditions (eg. diabetes, asthma, epilepsy etc.) requiring medical treatment, including medication? If YES, please give all necessary details so that supervising staff are fully informed and know what to do in an emergency (attach a sheet if necessary): for example, if you are citing an allergy, please describe its nature and extent and the severity of any possible allergic reaction.

Does your daughter need any of the following (Please specify yes or no):

1) Asthma Inhaler: _____.

2) Epi-Pen: _____. If yes, for what does she need it:

Is your daughter allergic to any medication/food? If YES, please specify

Has your daughter any specific dietary needs eg: vegetarian etc? If YES, please specify.

Has your daughter received a tetanus injection in the last ten years? (Please specify yes or no): _____.

Date:

Please tick if you wish your daughter to be offered and allowed to take non-prescription medication eg. paracetamol in the appropriate dose, should the need arise.

PARENT/EMERGENCY CONTACT DETAILS

Please give name(s) and contact numbers of adult to be contacted in case of emergency.

Contact 1:

Name and relationship to student:

Contact No(s): Home

Work

Mobile

Email Contact:

Contact 2:

Name and relationship to student:

Contact No(s): Home

Work

Mobile

Email Contact:

SCHOOL - CODE OF CONDUCT

All students are required to accept and conform to the code of conduct. Parents must also agree the code and accept that any breaches may result in sending a student home early or back to school by arrangement with the group leader and with the cost met by the parent.

- Students are expected at all times to listen carefully to instructions and act cooperatively.
- Students must listen carefully to all safety notices and obey without question the instructions.
- Students are expected to behave in a manner that causes no offence to the public, opposing teams or to other members of the group.
- Students are expected to look after their possessions carefully and to make sure they are dressed in accordance with boat club rules for racing and training.
- If a medical emergency occurs students should accept the advice and treatment given by staff or others they have consulted professionally.
- Possession of any medication must either be reported to staff or handed to the teacher in charge of first aid. If a student falls ill during the event they must report to a member of staff as soon as possible.
- No smoking, alcohol or illegal drugs are allowed. Any student found in possession is likely to be sent home at the expense of the parents.
- All students must arrive at the pre-arranged meeting places at the correct times. Failure to do this may cause emergency procedures to be invoked and it will be regarded as a serious offence. Some short periods of time may be used for unsupervised activities as detailed in the information sent to parents about the event. Students must comply with the rules laid down, keeping with their group at these times.

ROWING CODE OF CONDUCT - STUDENTS

All Rowers are required to accept and conform to the code of conduct. Any breaches may result in sending a student home early or back to school by arrangement with the coach and with the cost met by the parent. Breaches may also result in exclusion from the boat club:

- To uphold the good name of the school, while demonstrating appropriate sporting conduct;
- To follow the instructions of coaches and captains to the best of one's ability;
- To show consideration for opponents, team-mates, umpires and spectators;
- To remember that, as part of a team, the interests of team-mates and the club must come before self-interests.
- To be loyal to team-mates by not being absent from practices and regattas wherever possible.
- Not to abuse club equipment, which may lead to a suspension from the club, or if necessary, expulsion with the forfeit of membership fees.
- To be punctual for regattas and transport; to excuse oneself from the coach or Director of Rowing when ill or injured; and to telephone the coach if there is a serious problem. Girls who will be missing water sessions need to give 5 full days notice (where possible) so equipment, crews and sessions can be planned.
- To wear the appropriate Headington Kit for Headraces and Regattas.
- To refrain from any comment or action that may challenge the authority of a referee, umpire, teacher, coach or parent in charge.
- To thank officials, coaches, and parents who helped, after regattas or after coaching sessions.
- To accept defeat gracefully, without excuses; to congratulate opposition and to be modest in victory.
- To attend the number of sessions that have been set out for each squad.
- **To stay with the boat, in the event of a capsize (It is a floatation device).**
- **I understand that should my attendance fall below that which is required by the boat club, the boat club reserves the right to terminate my membership.**

ROWING CODE OF CONDUCT - PARENTS

- Please ensure that your daughter adheres to the "rowers code of conduct".
- At regattas or head races, to accept your daughters defeat gracefully and her successes modestly.
- Girls must focus on all aspects of their development at Headington while bearing in mind that one cannot take part in every activity. To this end, parents are asked to ensure that in the lead up to major events, their daughters attend sessions.
- To respect and support the Director of Rowing and all duly appointed rowing coaches as they run the boat club in the best interests of the School; to support their decisions in crew selection; to support fellow rowing parents and act within the spirit of the boat club.
- Refrain from open or public criticism of Headington School Oxford Boat Club or any staff member, coach, rower or crew, knowing that all complaints or suggestions can be taken to the Director of Rowing who will take the appropriate action. Knowing that open and public criticism may lead to your daughter's expulsion from the boat club.
- Respect the procedures, practices, rules or discipline as laid down by the ARA, Director of Rowing and Coaches.
- Girls will have certain responsibilities with regard to care of boats and equipment (boat packing and unpacking) which necessitates a commitment before and after regattas and head races.
- Ensure your daughter remembers that as part of a team, the interests of team-mates and the club must come before self-interests.
- **To respect coaches free time. To that end, not to contact coaches outside of office hours.**

I have read and agree to adhere to the above codes of conduct.

Parent/Guardian signature.....

Students signature.....

Date.....

CONSENT – Pg 1 of 2.

I wish to register my daughter as a member of the Headington School Oxford Boat Club (HSOBC) for the remainder of this academic year (2011 - 2012).

I agree to my daughter.....(name),
taking part in this sports activity and agree to her participation in any or all of the activities that may occur during rowing and training.

- 1) I understand and accept that in signing this form I am making a commitment to ensure that my daughter attends rowing sessions whenever she is able to. I also understand that training may occur at the School, Godstow (out of the St Edwards Boat Club), Dorney Lake, or any other Rowing Club/Training Venue within Great Britain.
- 2) I understand and accept that rowers do occasionally fall into the river. I understand that my daughter will need to take part in a capsized drill and swimming test in the swimming pool before she can begin rowing. I, and my daughter understand that **in the event of a capsized she must stay with the boat (Refer to www.hsobc.co.uk/safety.html)**.
- 3) I realize that the coaching staff do not send people out in conditions that are dangerous or unsuitable. I understand that older (J15s to Seniors) girls may go out on amber or red flag. I understand that a full risk assessment is done by coaches prior to this to ensure that it is safe to go out on the water (a copy of this can be found on www.hsobc.co.uk/safety.html on the risk assessments and safety document).
- 4) I understand and accept that once my daughter is suitably competent, there are times when she is under only remote supervision at the river.
- 5) I understand and accept that my daughter may be involved in land-based training. Copies of risk assessments for the following activities are available from the Director of Rowing or at www.hsobc.co.uk/safety.html. This training involves:
 - a) Weights and circuit training for J15s to Seniors (Under staff supervision).
 - b) Ergometer, and other cardiovascular training on machines or equipment.
 - c) Running for all age groups. I do understand that J15s to Seniors may be required to run outside of the school grounds (Under staff supervision).
 - d) Swimming (all age groups) under staff supervision.
 - e) Games such as team building exercises.
- 6) I understand and accept that it may be necessary for the Coaches to take some measurements of my daughter on a regular basis and that this information will be kept by HSOBC in the strictest confidence. I realize that this information is only to be used to monitor the health and development of my daughter for her training and rowing. Should your daughter wish to trail for Great Britain, England or the J16 Anglo French Match coaches will need to submit this data to the National Rowing Federation. I understand that the National Rowing Federation may conduct random drugs tests as a requirement for Drug Free Sport. This will however be under the supervision of a Headington member of staff.
- 7) I understand and accept that if my daughter starts racing, she may be involved in races at various locations both locally and further afield and that races may be on rivers or lakes. I understand and accept that the Coaching staff cannot individually supervise my daughter all the time at these events and my daughter will therefore need to act sensibly and responsibly (In accordance with the safety guidelines and codes of conduct set out by the boat club).
- 8) I understand that some items of racing kit are compulsory. (Club kit is a rule of racing as specified by the Amateur Rowing Association). I understand that once she starts racing, some items of racing kit will need to be purchased to comply with ARA regulations. I understand that these events and items of kit are outside the scope of the termly fee and will be charged to the school bill. I also understand that my daughter may be prevented from rowing if she has unsuitable kit.
- 9) I understand and accept that members of the Coaching staff record video footage of crews rowing and that this is used for technical video analysis. I understand and accept that photographs of HSOBC rowers will be used on the HSOBC web site and other promotional material.
- 10) I agree to my daughter receiving any and all emergency treatment, including anaesthetic and/or blood transfusion, as may be considered necessary by the medical authorities in attendance should the need arise.
- 11) All members of the boat club are covered by the ARA's membership which covers them for Civil liability and personal accident insurance. A copy of this policy is attached to the of this form. Updates are available on the ARA website. www.ara.org.uk
- 12) I am aware that the school has a detailed policy on the safe running of educational visits, which I can obtain from the school and the boat club. I understand that there can be no absolute guarantee of safety, but appreciate that the leaders of the activity retain the same legal responsibility for students as they have in school and will do everything that is reasonably practical to ensure the safety of everyone on the activity. I understand that whilst the school staff in charge will take all reasonable care of the students they cannot necessarily be held responsible for any loss, damage or injury suffered by my daughter which occurs as a result of this activity.
- 13) **I am aware that the Boat Club has a Selection Policy for:** (1) those who wish to row at Headington School and (2) The April Rowing Camp. I have read the selection policy and I understand that the boat club reserves the right to exclude/include members based on the professional judgements and criteria set out by the boat club. I understand that this selection policy is necessary in order to ensure that the club maintains the safe operational capacity and by signing below, I agree to allow my daughter to participate in the selection requirements. These can be found on the web page www.hsobc.co.uk

I have read and agree with the above consent form:

Parent/Guardian signature.....

Date.....

CONSENT- Pg 2 of 2.

I understand that a £60 non refundable fee will be charged for those who wish to try rowing, and that this cost covers the all costs for the trial sessions, personal insurance and registration with the ARA. There after she will be charged the termly fee of £125 (£60 fee is included) for beginners or £185 for full membership. (£100 for U4 to U6 coxing only). (This fee excludes race entries, kit and GB trials). I understand that a half term's written notice should be given to the Director of Rowing if my daughter wishes to stop rowing. This is defined in the Headington School Oxford Ltd terms and conditions as the end of the first day in the term proceeding the term in which she wants to stop rowing. Therefore should your daughter wish to stop rowing in her next academic year, the notice would have to be given by the end of the first day of the proceeding summer term.

Signed.....

Printed Name.....

Relationship to student.....

Date.....

Although regrettable, there are occasions when it may not be possible to accommodate persons with particular or extensive conditions or special needs in some activities since their health and safety may be placed at unacceptable risk. In such cases the decision of the Head is final.

PLEASE RETURN TO MR DEMAINE BEFORE 1st SEPTEMBER 2011.

If there are any questions please contact Mr Demaine on:

0791 874 2412 or email: rowing@headington.org

Amateur Rowing Association membership insurance.

This may change so please ensure you look at the ARA web site for changes.

All registered HSOBC members are registered with the British Rowing.

You can contact the British Rowing for any additional information by calling: 020 8237 6700 or email at info@britishrowing.org. For details of the insurance policy, please see: <http://www.british-rowing-insurance.com/>

British Rowing insurance centre

British Rowing, arranged by Perkins Slade on behalf of British Rowing, is set up to protect members whilst they are taking part in the sport.

British Rowing Members Insurance Scheme

Cover has been arranged by Perkins Slade, on behalf of British Rowing, for its individually registered members, coaches and affiliated competitions. Comprehensive cover includes:

Civil Liability insurance - protects the insured party if they are held responsible for causing an injury to someone else or damage to someone's property.

Personal Accident insurance - provides benefits to the insured if they are injured whilst taking part in rowing and rowing related activities.

The British Rowing cover is only valid for UK residents defined in the standard way as resident in the country for more than six months in a year. Civil Liability protection is considerably wider in scope than Public Liability, and the Association's policy embraces world wide cover for members. Relevant exclusions are motor vehicles, aircraft and power driven craft, other than those being used for coaching, umpiring or safety purposes.

As details on the web site do change, please ensure that you visit this web site to ensure that you are up-to-date with its policies as Headington is not responsible for notifying you of these changes.