

Wakefield District Scouts
Narrowboats
Booking Conditions

Booking Definitions:

The following are an indication of the agreed times for bookings but these can be flexed if required depending on availability

Weekend	Friday 5pm to Sunday dusk
Evening	From 5pm til dusk
Saturday and Sunday	From 9am Saturday til Sunday dusk
Day	From 9 am til dusk
Week	7 days / 6 nights, 9am til dusk
Day with night	From 9am til 9am
Mid-week afternoon	From 1pm til 5pm

Booking Conditions

For all journeys a Master is required who must either be a County Assessor or hold a current Scout Association Adventurous Activities (Narrow Boat) permit, or Girl Guiding equivalent, and be a member of the Scout (or Girl Guiding) Association. An RYA permit is not sufficient. If no-one in your party holds the relevant Scout Activity permit, we will try to find a qualified Master for you, but we cannot guarantee this. We will not provide a master for trips longer than a 'normal' weekend booking; i.e. for trips starting on a Friday evening and ending on a Sunday afternoon.

For overnight bookings involving young people, a member of your party must hold the Scout Association Nights Away (NA) Permit (or Girl Guiding equivalent) and a Greenfield (toilet) permit. If the Master is also the NA Permit holder, they must remain on the boat at all times. Please remember to notify your DC that you are out of district for this event. For non-Scouting / Guiding groups, the requirements of your organisation for overnight trips must be followed.

Copies of all permits must be provided to the Bookings Secretary before the booked trip.

DEPOSITS and BALANCE PAYMENTS

All bookings are on a first come, first served basis. The deposit must be paid within 14 days of your request to secure the booking. Deposits are non-refundable in the event that the hirer themselves cancels the booking where there are no other factors present that would have prevented the booking being completed.

In the event that a booking cannot proceed due to circumstances outside the control of the hirer; for example, flood conditions, adverse weather making towpaths hazardous, other circumstances where the booking has been cancelled by Wakefield Scouts and the boat(s) being unavailable for whatever reason, then the deposit will either be refunded to the hirer, or kept as a deposit for an alternative booking date

Deposits are payable as follows:

Value of Booking	Deposit Payable
Up to £99	£25
£100 to £199	£50
£200 to £399	£100
£400 +	£150

*Please note above deposits are per boat.

Wakefield District Scouts
Narrowboats
Booking Conditions

The balance is payable 3 weeks before the start of the booking. On receipt of payment / payment confirmation for electronic payments, Key Holder and other relevant information will be provided. Delays in sending payment impact key collection so please ensure payment is made on time.

The balance is only refundable if weather or water conditions prevent cruising, or in the event the boat becomes unusable (due to mechanical problems, for example), or for any other reason where the booking is cancelled by the narrowboat committee.

Rebooking for another date in these circumstances will attract the same fee applicable for the cancelled booking. However, where the hirer cancels the booking then the revised booking will normally attract the fee applicable at the time of the revised booking.

The Group Leader in conjunction with the Master, if appropriate, must review the risk assessment and amend it according to the needs of the group.

The Rules of The Boat must be adhered to at all times.

All incidents and damage must be reported to the Narrowboat Committee Chairman (Phil Short - 07983 807477) within 48 hours of occurrence.

Out of consideration to others, our boats **must** be left in a clean and tidy condition at the end of your trip, including emptying the toilet and refilling the water tank. Cleaning equipment is kept on the boats (mop, bucket and broom etc).

Please remember that if you fail to clean the boat it means that one of our volunteers has to and therefore. We do reserve the right to either refuse to accept a booking or to add a cleaning charge to future bookings from groups that fail to comply with this requirement

Emergency situations; What If.....?

Emergency contact details for the Narrowboat team and will be provided along with the key collection information and a copy is also kept on-board both boats on prominent display. Clearly in an emergency situation then the correct procedure is for a 999 call to be made.

Breakdown: If there is a mechanical failure or breakdown the Narrowboat team will endeavour to assist you as promptly as they can.

You must not attempt to continue your journey until the failure has been assessed, other than ensuring the boat is in a safe position.

They will not be responsible for any delay, loss or damage. You should not place any order for parts or work to be done without the permission of the Narrowboat team.

Accidents and Loss of Water: The person in charge of the vessel is responsible for safe navigation. In the event of an accident **DO NOT** admit liability under any circumstances, but take photographs if possible. Contact the Narrowboat team **immediately** giving precise location, circumstances, names and addresses of other persons involved and any witnesses.

Loss or Damage to equipment, discharge of life jacket cartridges, discharge of fire

extinguishers: The cost of replacement may be levied in case of damage or loss to items such as spikes, windlasses, lock keys and all other consumables. The cost of a replacement cartridge for

Wakefield District Scouts
Narrowboats
Booking Conditions

the life jacket will be levied if one is discharged without valid cause. The replacement cost of a new fire extinguisher must also be met if the device is discharged without valid cause. These charges will be invoiced to your group after the booking and must be paid within 30 days.

Incidents involving the boats and damage to the boats: All incidents involving the boats and any damage caused to them must be reported to the Narrowboat Committee as soon as possible and within 48 hours of occurrence (dependent on the seriousness of the incident).

Full details of those committee members that can be called in an emergency, and their respective contact numbers, are prominently displayed on the boats. An incident report form, if requested by the Narrowboat chairman, must be completed within 7 days.

Lock or other part of the waterways infrastructure fails to operate normally (for example a swing bridge or other type of bridge) and stops your progress; this should be reported to a member of the Narrowboat Committee immediately using the call-out procedure referred to above. Dependent on the nature of the issue the committee will make the decision whether to report it to CRT (Canal & River Trust) for resolution.

In all cases we will give you advice and guidance over the telephone, and where appropriate, by coming to site to give hands-on help.

Under no circumstances whatsoever should the boats be used to push, nudge or ram lock gates or bridge structures in an attempt to open them. Such action is highly likely to cause injury to persons on the boat and in the vicinity, and cause damage to lock / bridge equipment and the boats themselves

Lost Property; where hirers leave personal or group belongings of a non-perishable nature on the boats the narrowboat committee will retain the items for a period of 14 days, during which it will be the hirer's responsibility to contact the narrowboat committee and claim and collect the items.

If the items are not claimed within the 14 days then the narrowboat committee reserves the right to dispose of the items as it sees fit.

If perishable items are left on the boats (e.g. food stuffs), then these will be disposed of immediately.