

Level 1 Coxing / Steering Certificate (Coastal)

Tutor Notes

Last updated May 15

Introduction to the British Coastal Coxing Certificate

Those coxing have a responsibility for their crew and should receive education and training to ensure their safety and that of other water users. The British Rowing Coxing Certificate is intended to provide a framework for the training and assessment of the basic competencies of coxes. This particular version of the award is designed primarily to be delivered to coxes operating in coastal/estuary environments.

The certificate sets out a list of the minimum competencies that a cox would have to demonstrate in order to pass the award, which are intended to provide a framework as to the minimal level of training that they should receive.

Awarding coxes the Level I Coxing Certificate certifies coxes to cox independently during training on their home water.

Each home water environment presents specific hazards and it is expected that clubs will provide their own additional training, to address particular risks in their local environment.

Venues away from your home venue can present different risks and coaches and coxes should seek local advice and further training before coaching or coxing on unfamiliar waters.

The Coxing certificate is designed to be run and assessed within a British Rowing affiliated rowing club, or a club affiliated to a partner organisation, e.g. CPGA, WSRA, CRA, etc.

Example resources are provided, including a presentation, and a workbook, that clubs may personalise and further develop to suit their local training needs, along with suggested training activities.

It is strongly recommended that the education, training and development of coxes should be supervised by a qualified coach and that the final practical assessment should be carried out with another coach who should hold as a minimum an Instructor's Award or the Level 2 Certificate in Coaching Rowing. Having a separate coach assess the skills of the cox will improve the validity of the process and ultimately, their skill!

Level 1 Competencies to be taught and assessed

The coxing certificate is designed to develop the following competencies, which cover theory and practical and are set out as a checklist further on in this document.

1. General

Theory

- Understand the importance and responsibilities of the cox's role

Practical

- Maintain the safety of the crew, themselves and others
- Enthuse, encourage and motivate their crew
- Be a positive influence on crew members during training outings, through their planning, behaviours and communication
- Earn the respect and trust of the crew by demonstrating consistently good standards of coxing

2. Equipment and clothing

Theory

- Correctly identify and name the main parts of a boat
- Identify different boat types
- Name seat positions and groups within a crew, e.g. bow, stroke, port, starboard
- Correctly identify port and starboard
- Explain the appropriate action where equipment is found to be damaged, including alerting the appropriate individual

Practical

- Check the equipment to be used meets the requirements outlined in the safety guidance of the club or appropriate governing association
- Wear appropriate clothing for the conditions and be aware of inappropriate clothing
- Check that the crew members are wearing (or have with them) appropriate clothing and drink bottles
- Check their buoyancy aid/lifejacket. Wear and fasten correctly their buoyancy aid or lifejacket, and know how to inflate it (where appropriate)

3. Safety

Theory

- Provide evidence of successful completion of British Rowing's Capsize or Man-overboard and recovery training.
- Contribute to Risk Assessment and Risk Management with a coach: i.e. suggest combinations of risk factors that might make it inappropriate to go on the water
- Identify local hazards on and off the water
- Explain local regulations and circulation patterns, and audible and visual signals given by others with whom the water is shared.
- Explain what actions they should take before visiting unfamiliar waters
- Recognise and respect the rights and needs of other water users
- Be able to explain the correct action to avoid annoyance, interference or potential collisions

- Specify changes in circumstances; e.g. crew, conditions equipment etc., that could cause an outing to be cancelled or terminated
- Specify the correct action to take in the event of incidents, including emergency stops, man overboard, collision avoidance and hypothermia, at specified locations on their local water

Practical

- Obey local traffic regulations when coxing/steering, and avoid hazards
- Maintain a good lookout and awareness of stationary obstacles to avoid crashing
- Maintain a good lookout and awareness of other crews ahead and behind to avoid collision
- Maintain an awareness of other water users at all times
- Continually monitor and assess conditions in order to maintain the safety of the crew, themselves and others

4. Lifting, launching and landing

Practical

- Command safe manoeuvring of boat from boat storage area e.g. where to stand, directional guidance
- Command the safe movement of boat and oars onto the launching area e.g. slipway, beach, etc.
- Specify the reasons for boating and landing in the correct direction
- Command the safe launching of a boat
- Follow the plan for the outing including appropriate warm-ups and cool-downs
- Command the crew to enter and exit the boat in a safe and orderly manner
- Steer the boat safely into the landing point
- Supervise the safe lifting and of the boat from the water onto trailer/launching trolley, etc. and manoeuvring of boat and blades back to the boat store
- Supervise the checking, cleaning and putting away of equipment

5. Steering, manoeuvring and commands (practical)

Practical

- Take responsibility for the position of the crew on the water
- Maintain a correct course during an outing
- Steer the boat mainly using the rudder when the blades are in the water
- Manoeuvre the boat safely by commanding different members of the crew to row
- Assist the steering using increased rowing pressure on one side
- Command spinning the boat in different directions safely and in an appropriate area
- Explain how to use the stream and/or wind to assist spinning the boat
- Command backing the boat down
- Command an emergency stop
- Give commands in an appropriate manner to control starting and stopping, changes of rate and pressure and training drills
- Steer the boat safely into the landing area

6. Rowing technique

Practical

- Be able to identify common faults in rowing such as poor timing, rushing, incorrect oar depth, etc.

7. Feedback

Practical

- Provide feedback to the crew and coach at appropriate points in the outing
- Seek feedback from the crew and coach on their performance (log)

Notes on assessment

The above list of competencies are set out as a theory and a practical checklist below

It is recommended that coxes or steersmen in training should be assessed on three separate occasions before being awarded the certificate. The coaches responsible for training the cox or steersman/woman should decide on the intervals between assessments but these should be sufficient to clearly identify improvements in performance.

Coxes should complete a coxing logbook (see Appendix 2), which a coach comments in and signs on a weekly basis during training. Giving encouraging feedback is important during an outing – and even more important in the form of a summary at the end of the outing with points to work on in the next session. Written feedback should be provided in the cox's logbook including any feedback from both coaches and crew members.

Experienced coxes/steersmen might only need one final assessment to qualify for the certificate.

An assessment with the majority of competencies at Level I (see Assessment Sheet) should be considered a pass. However, coxes or steersmen should show that they can achieve all of the competencies related to checking equipment and safety.

Further notes on training programmes

Training programmes for the coxing/steering certificate should be planned and organised within a club. This might be for an individual or group, and the coaches should decide what appropriate experiences are, to enable an individual to demonstrate all of the listed competencies.

A suggested progression for a beginner is:

1. Shadowing an experienced cox/steersperson from the bank or a launch during an outing
2. Commanding a boat out of the boathouse and on to the water under strict supervision – and off the water and into the boathouse.
3. Coxing/steering an experienced crew with a coach giving the commands from the bank or launch
4. Coxing/steering a crew and giving the basic commands to start and stop rowing
5. Coxing/steering and giving most commands, under the supervision of a coach (walkie talkies are very useful at this stage)
6. Coxing/steering with supervision but without prompts from the coach
7. Assessment begins
8. Coxing/steering independently

Level 1 Coxing / Steering (delete as appropriate)

Theory Assessment:

Name	
Date of successful completion of capsize or man over-board immersion training	
Theory	Competent
1. General	
<ul style="list-style-type: none"> Understand the importance and responsibilities of the cox's role 	
2. Equipment and clothing theory	
<ul style="list-style-type: none"> Correctly identify and name the main parts of a boat 	
<ul style="list-style-type: none"> Identify different boat types 	
<ul style="list-style-type: none"> Name seat positions and groups within a crew, e.g. bow, stroke, port side, starboard side 	
<ul style="list-style-type: none"> Correctly identify port and starboard 	
<ul style="list-style-type: none"> Explain the appropriate action where equipment is found to be damaged, including alerting the appropriate individual 	
3. Safety theory	
<ul style="list-style-type: none"> Identify local hazards on and off the water 	
<ul style="list-style-type: none"> Suggest combinations of risk factors that might make it inappropriate to go on the water 	
<ul style="list-style-type: none"> Explain local regulations and circulation patterns, and audible and visual signals given by others with whom the water is shared. 	
<ul style="list-style-type: none"> Explain what actions they should take before visiting unfamiliar waters 	
<ul style="list-style-type: none"> Recognise and respect the rights and needs of other water users 	
<ul style="list-style-type: none"> Be able to explain the correct action to avoid annoyance, interference or potential collisions 	
<ul style="list-style-type: none"> Specify changes in circumstances; e.g. crew, conditions equipment etc., that could cause an outing to be cancelled or terminated 	
<ul style="list-style-type: none"> Specify the correct action to take in the event of incidents including emergency stops, man over-board, collision avoidance and hypothermia, at specified locations on their local water 	

Practical Assessment First / Second / Final (delete as appropriate)

Competency	Level Achieved				
	1	2	3	4	5
1. General					
<ul style="list-style-type: none"> Maintain the safety of the crew, themselves and others 	1	2	3	4	5
<ul style="list-style-type: none"> Enthuse, encourage and motivate their crew 	1	2	3	4	5
<ul style="list-style-type: none"> Be a positive influence on crew members during training outings, through their planning, behaviours and communication 	1	2	3	4	5
<ul style="list-style-type: none"> Earn the respect and trust of the crew by demonstrating consistently good standards of coxing/steering 	1	2	3	4	5
2. Equipment and clothing					
<ul style="list-style-type: none"> Check the equipment to be used meets the requirements outlined in the safety guidance of the club or appropriate governing association 	1	2	3	4	5
<ul style="list-style-type: none"> Check boat is equipped with appropriate equipment for the session e.g. pins/rowlocks, safety equipment, etc. 					
<ul style="list-style-type: none"> Wear appropriate clothing for the conditions and be aware of inappropriate clothing 	1	2	3	4	5
<ul style="list-style-type: none"> Check that the crew members are wearing (or have with them) appropriate clothing and drink bottles 	1	2	3	4	5

• Check their buoyancy aid/lifejacket. Wear and fasten correctly their buoyancy aid or lifejacket, and know how to inflate it (where appropriate)	1	2	3	4	5
3. Safety					
• Contribute to a pre outing risk assessment and risk management with a coach	1	2	3	4	5
• Obey local traffic regulations when coxing, and avoid hazards	1	2	3	4	5
• Maintain a good lookout and awareness of stationary obstacles to avoid crashing	1	2	3	4	5
• Maintain a good lookout and awareness of other crews ahead and behind to avoid collision	1	2	3	4	5
• Maintain an awareness of other water users at all times	1	2	3	4	5
• Continually monitor and assess conditions in order to maintain the safety of the crew, themselves and others	1	2	3	4	5

4. Lifting, launching and landing					
• Command safe manoeuvring of boat from boat storage area e.g. where to stand, directional guidance	1	2	3	4	5
• Command the safe movement of boat and oars onto the launching area e.g. slipway	1	2	3	4	5
• Specify the reasons for boating and landing in the correct direction	1	2	3	4	5
• Command the safe launching of a boat	1	2	3	4	5
• Follow the plan for the outing including appropriate warm-ups and cool-downs	1	2	3	4	5
• Command the crew to enter and exit the boat in a safe and orderly manner	1	2	3	4	5
• Steer the boat safely into the landing point	1	2	3	4	5
• Supervise the safe lifting and of the boat from the water onto trailer/launching trolley, etc. and manoeuvring of boat and blades back to the boat store	1	2	3	4	5
• Supervise the checking, cleaning and putting away of equipment	1	2	3	4	5

5. Steering, manoeuvring and commands					
• Take responsibility for the position of the crew on the water	1	2	3	4	5
• Maintain a correct course during an outing	1	2	3	4	5
• Steer the boat mainly using the rudder when the blades are in the water	1	2	3	4	5
• Manoeuvre the boat safely by commanding different members of the crew to row	1	2	3	4	5
• Assist the steering using increased rowing pressure on one side	1	2	3	4	5
• Command spinning the boat in different directions safely and in an appropriate area	1	2	3	4	5
• Explain how to use the stream, wind and/or tide to assist spinning the boat (where appropriate)	1	2	3	4	5
• Command backing the boat down	1	2	3	4	5
• Command an emergency stop	1	2	3	4	5
• Give commands in an appropriate manner to control starting and stopping, changes of rate and pressure and training drills	1	2	3	4	5
• Steer the boat safely into the landing area					

6. Rowing technique					
• Be able to identify common faults in rowing such as poor timing, rushing, incorrect oar depth, etc.	1	2	3	4	5
7. Feedback					
• Provide feedback to the crew and coach at appropriate points in the outing	1	2	3	4	5
• Seek feedback from the crew and coach on their performance (log)	1	2	3	4	5

Comments by coach, crew, or course tutor	
Action points	

Assessed by	Date	Signature	Levels
			1. Very basic – needs much improvement
			2. A level of competence achieved
			3. Satisfactory level of competence
			4. Good level achieved
			5. Outstandingly good

Cox's Logbook

Date			Boat type	
Water and weather conditions – and any special safety considerations				
Type of outing E.g. endurance training, race training				
Cox	Comments on the rowing/crew			
	Comments on coxing – points to improve on			
Coach	Comments and Signature			