



# ROWING & CANOE TRAINING

Session Information and Safety Guidelines

September 2025 to September 2026

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## MAKING A BOOKING

To book a General Rowing Session, please use our online booking system.

- You will need to create an account before making your first booking. Only coaches are permitted to make bookings.
- Sessions will be released periodically - typically between 14 days and up to a term in advance\*

**Booking Portal Link**

### Information required when you book:

- The contact telephone number of the coach who will be attending the session/s.
- The number of athletes, boats, and trailers.
- A credit/debit card for payment.

If you need to add additional athletes at a later date, you can make an additional booking through the new online booking system, if spaces remain.

This information helps us allocate space and ensure safe parking and access for everyone. Please provide this as accurately as possible when booking.

\*If you are travelling a long distance for your training session, e.g. internationally, and need to arrange accommodation and additional logistics before the session opens for booking, please get in touch with our team at [rowing@dorneylake.co.uk](mailto:rowing@dorneylake.co.uk)— we will be happy to discuss your needs and do our best to assist where possible.

## SESSION PRICING

Sessions are priced at the following:

Adult*	£12.00 per athlete, per session
Junior	£8.00 per athlete, per session
Coxes	Free of charge

\*Aged 18 and over

## BOOKING & CANCELLATION POLICY

We want to ensure that all athletes have the best possible experience when booking sessions at Dorney Lake. Please read the following carefully before making your booking.

### 1. Cancellations by the Coach

- You may cancel your booking up to 48 hours before the scheduled session and receive a full refund.
- If you cancel within 48 hours of the session start time, your booking will be non-refundable.
- Within 48 hours of the session, you may still:
  - make a new booking (subject to availability), or
  - add athletes to your booking (if spaces are available).
- However, the original booking remains non-refundable.

### 2. Cancellations by Dorney Lake

- If Dorney Lake cancels a session (for example, due to safety concerns, poor weather conditions, or failure to reach minimum numbers), you will receive:
  - a confirmation email of cancellation, and
  - a full refund of your booking fee.

### 3. Minimum Number Requirement

- For certain sessions (as outlined in the Session Days and Timings section), a minimum number of athletes is required in order to open access to the lake.
- If this minimum is not met, Dorney Lake reserves the right to cancel the session.
- If a weekend session (Saturday or Sunday) is cancelled due to insufficient numbers, we will notify bookers by 12 noon on the preceding Thursday.

### 4. Compliance with Booking and Check-In Procedures

- On arrival, coaches must: (only coaches can book in at Reception)
  - declare their athlete numbers at reception, and
  - ensure these numbers match their booking.
- Proof of booking (such as an email confirmation) must be presented if requested.
- Dorney Lake reserves the right to suspend lake access and/or refuse future bookings from individuals or clubs who:
  - fail to declare athlete numbers accurately, or
  - are unable to provide proof of their booking on request.

### 5. Code of Conduct

- To ensure a safe and enjoyable environment for all users, we ask that every participant:
  - Follows safety guidance provided by Dorney Lake staff and officials at all times.
  - Respects staff, and other lake users, maintaining a positive and supportive atmosphere.
  - Uses facilities responsibly, keeping shared spaces clean and leaving no litter.
  - Acts with integrity in bookings and attendance, ensuring fair and accurate use of the system.
  - All trailers, boats, and equipment must be removed from site after your final session. Abandoned trailers disrupt venue activities, and owners will be contacted to return to site and remove them.

Failure to adhere to this Code of Conduct may result in suspension of access, cancellation of bookings, and/or refusal of future bookings.

### 6. Refund Processing

- Refunds will be issued to the original payment method and may take 5-10 working days to appear, depending on your payment provider.

### SESSION DAYS & TIMINGS

Please find the session schedule below. **Dates are subject to availability and may change.**

If Dorney Lake cancels a session, for example, for safety reasons, venue closure or because minimum numbers are not met, you will receive a confirmation email to confirm the cancellation and a full refund. For further details, please refer to our [booking & cancellation policy](#).

Day	Minimum Opening Requirements	Sessions
Mondays	-	None - Session Closed
Tuesdays	-	None - Session Closed
Wednesdays	None	AM & PM
Thursdays	None	AM & PM
Fridays	None	AM & PM
Saturdays**	Minimum requirement of 50 athletes	AM Only
Sundays**	Minimum requirement of 50 athletes	AM Only

**\*\*Weekend Sessions** - The decision on whether the minimum requirement of 50 athletes has been met will be made on Thursday at 12:00 noon for that weekend. After this time, bookings are non-refundable and no new bookings can be accepted.

#### Winter Session Timings

Winter Session timings will run from Monday 27<sup>th</sup> October 2025 until Sunday 29<sup>th</sup> March 2026, inclusive.

##### Weekdays

AM session - 8.00am to 12.00pm

PM session - 12.00pm to 4.00pm

Access into the venue - 7.00am to 5.00pm

Main Reception - 8.00am to 5.00pm

Changing Room Facilities - 8.00am to 4.30pm

##### Weekends

AM session - 8.00am to 12.30pm

Access into the venue - 7.00am to 1.30pm

Main Reception - 8.00am to 1.30pm

Changing Room Facilities - 8.00am to 1.30pm

#### Summer Session Timings

Summer Session timings will run from Monday 30<sup>th</sup> March 2026 until Sunday 25<sup>th</sup> October 2026, inclusive.

##### Weekdays

AM session - 8.00am to 12.30pm

PM session - 12.30pm to 4.30pm

Access into the venue - 7.00am to 5.00pm

Main Reception - 8.00am to 5.00pm

Changing Room Facilities - 8.00am to 5.00pm

##### Weekends

AM session - 8.00am to 12.30pm

Access into the venue - 7.00am to 1.30pm

Main Reception - 8.00am to 1.30pm

Changing Room Facilities - 8.00am to 1.30pm

## HIRING THE RETURN LAKE

To enquire about hiring the return lake for entire use, please contact the Dorney Lake Team to discuss:

[rowing@dorneylake.co.uk](mailto:rowing@dorneylake.co.uk)

- Hiring the return lake is only possible within our normal lake operating hours, and dependant on availability. Our normal operating safety policies, weekday and weekend session timings; all still apply when hiring the return lake.
- The maximum number of boats, in total on the return lake at any one time, is 50 boats.
- Novice and inexperienced crews in small boats are not permitted under cold water guidelines.
- You are welcome to invite other clubs to join you, however, they must also pre-book with us. We cannot guarantee availability for them due to, for example, available trailer parking.
- Each club's coach should report to Reception to book in all athletes, note the lake circulation plan (navigation plan), and be made aware of any safety information by the Reception Team before any athlete from their club goes afloat. No person shall access the water until this has been completed and bow numbers have been issued. This applies to each individual club training in the return lake.
- Any crews without a Dorney Lake issued bow number and/or have not booked in at Reception, and/or are not following the circulation plan (navigation plan) will be asked to leave the water immediately.

Entire Use hire of the Return Lake is priced at:

### **2025/2026 Prices-**

#### **£520 per session**

The 'per athlete' charge is payable in addition to the hire fee

## ARRIVING FOR YOUR GENERAL ROWING SESSION

- The coach in charge must report to Reception to complete the following:
  - Book in and confirm the number of athletes and boats
  - Review the lake circulation (navigation) plan
  - Receive any safety updates
- No athlete may go afloat until this process is complete and bow numbers have been issued.
- Crews without a bow number, not booked in, or not following the circulation plan will be asked to leave the water immediately.
- For safety, all bow numbers must be returned to Reception after each session. Lost or unreturned numbers will be charged at £6 inc. VAT each.
- **All trailers, boats, and equipment must be removed from site after your final session. Abandoned trailers disrupt venue activities, and owners will be contacted to return to site and remove them.**
- The Duty Manager may conduct random spot checks on heel restraints and bow balls, in line with Safety Auditor recommendations.

**All coaches must have a bicycle with a throwline to follow their crew whilst on the water.**

**Coaches must also carry a mobile phone to alert the duty manager if there is a capsiz -  
THE EMERGENCY SAFETY PHONE NUMBER IS 07961 994442**

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## GOING AFLOAT FOR YOUR SESSION

- Coaches must follow and apply **RowSafe** at all times.
- Coaches are responsible for ensuring boats are safe and meet required standards, including during practice.
- Crew activities must be dynamically risk assessed based on competency and weather conditions.
- All coaches must have a bicycle, with a throwline to follow their crew whilst on the water. Rowers must never be left unsupervised on the lake. Please note there are no bicycles available to hire at Dorney Lake.
- Coaches must know and enforce the lake safety system (displayed in Reception).
- Emergency Points (EPs) are located every 500m with contact numbers and throw lines.
- In a capsiz that cannot be righted, rowers must stay with their boat until the rescue launch arrives.

## COLD WATER & ADVERSE WEATHER BOATING

Individual Coaches are to dynamically risk assess each training session for their athletes

### COLD WATER & AIR TEMPERATURE

#### J14 & J15 Crews boating in less than 6 degrees Celsius Water & Air Temperature

- Small boats are not permitted. These include Single Sculls, Double Sculls, Pairs & Canoes.
- Large boats including Quads & Octos with appropriate competency are permitted in light winds.
- Crews are to turn at 1000m to return to the Boathouse, following the Circulation Plan (Navigation Plan).
- Boating, of any size boat, is not permitted if the outside air temperature is below 0 degrees Celsius.

#### J16 Crews boating in less than 6 degrees Celsius Water & Air Temperature

- Small boats are not permitted if the Coach deems the crew to be novice or unskilled. These include Single Sculls, Double Sculls, Pairs & Canoes.
- Coaches who deem their J16 Crew, Athletes & Coxes to have competent watermanship skills can row all boats.

#### J18 & Adult Crews boating in less than 6 degrees Celsius Water & Air Temperature

- Small boats are not permitted if the Coach deems the crew to be novice or unskilled. These include Single Sculls, Double Sculls, Pairs & Canoes.
- Coaches who deem their J18 Crew, Athletes & Coxes to have competent watermanship skills can row all boats.

Capsize Drills are not permitted in water temperatures less than 16 degrees Celsius.

## LIGHTNING STORMS

Flash to Bang*	Action required
Longer than 30 seconds	No action required.
Less than 30 seconds	All lake users should return to the pontoons near the main Boathouse and secure boats. Either walk to the Boathouse or enter their vehicles and wait until the weather clears.
Less than 10 seconds	All lake users should immediately take their boats to the nearest side of the lake and secure the boats. Either walk to the Boathouse or enter their vehicles and wait until the weather clears.

\*Flash to Bang – the time between the visible flash of lightning and the audible roll of thunder.

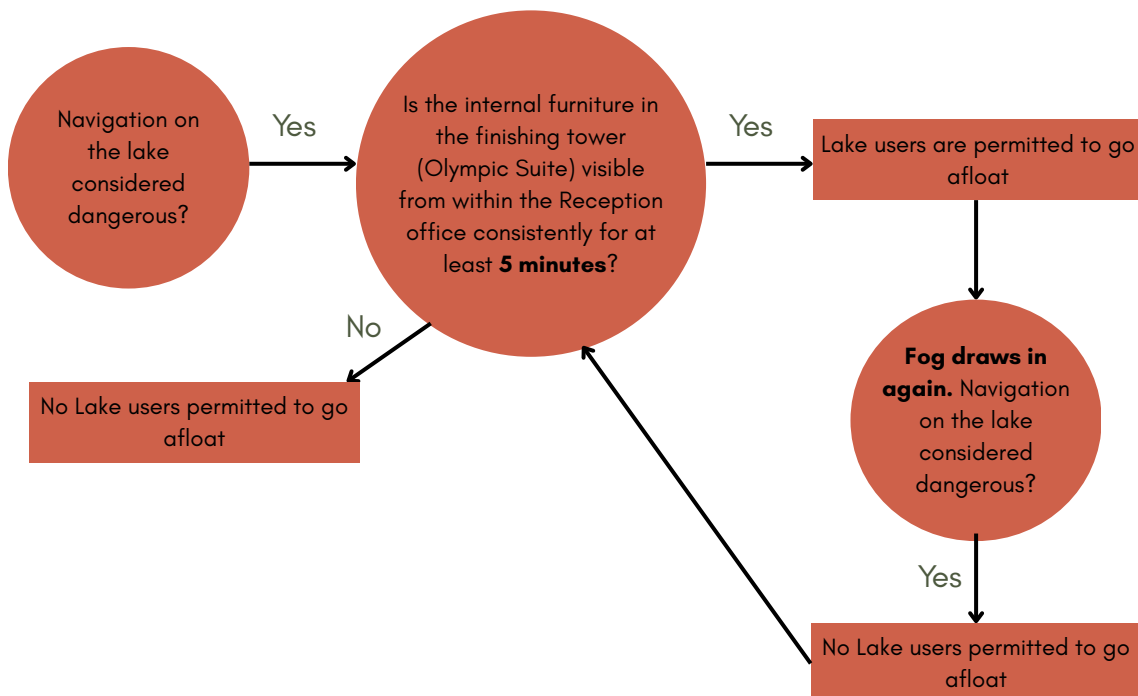


## COLD WATER & ADVERSE WEATHER BOATING, CONT.

Individual Coaches are to dynamically risk assess each training session for their athletes

### FOG

- If navigation on the lake is considered dangerous, rowing boats and canoes will not be permitted afloat.
- There will be no permitted use of the lake if the finishing tower's (Olympic Suite) internal furniture is not visible from within the Reception office.
- Once the fog lifts and the above requirements are satisfied, the Duty Manager will permit the crews onto the lake for training. There must be a constant of 5 minutes whereby the finishing tower's (Olympic Suite) internal furniture is visible from within the Reception office.
- If fog draws in again and navigation on the lake is considered dangerous - again, the Duty Manager will stop crews boating and proceed to evacuate the lake. The Duty Manager will communicate with the boats afloat using a megaphone from the safety launch, motoring slowly along the safety buffer lane. Crews will be asked to complete their loop (no turning mid-way) and return to the Boathouse pontoons.



## GENERAL TRAINING CIRCULATION PLAN

