Cardiff University Students’ Union Mountaineering Club’s Operating Procedures

Operating Procedures should communicate your Risk Assessment findings to the members of your student group. They should highlight important information about the structure and running of your club / society. The procedures should contain operational details of the club / society structure, specific safety measures drawn from your Risk Assessment, adherence to National Governing Body / sport specific guidance, matters of good practice, etc. All club policies and guidance that you follow must be referenced here.

THIS IS A LIVE DOCUMENT THAT NEEDS REGULARLY REVIEWING AND UPDATING.

It is the responsibility of the committee and activity leaders to ensure this document is updated and sufficiently communicated to members.

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| Club / Society: | Cardiff University Mountaineering Club | | |
| Name of most recent assessor / reviewer: | Rebecca Carman | Date of most recent review: | 18/09/2024 |
| Committee position of most recent assessor / reviewer: | Secretary | Date of original assessment: | 18/09/2024 |

About us

Cardiff University Mountaineering Club is a sports club that primarily does climbing, but also scrambling and mountaineering. The climbing disciplines that the Club participates in are trad climbing, sport, bouldering, lead climbing and top rope. The club aims to teach novice climbers all disciplines of climbing, once they are at a suitable level to do so. One of the primary aims of the club is to teach club members to a level where they would be able to climb safely and responsibly with friends outside of club activity. The club has a large social aspect, with regular socials and group climbing sessions, these sessions are valued by many members and the social and friendly nature of the Club is appreciated by many people, notably Freshers. The club encourages climbing for fun, but also allows the opportunity for club members to compete at a national or local level if they wish to. The Club provides outdoor climbing trips and skills sessions that would otherwise be difficult for a novice undertake or would require a significant financial investment.

The Club has a large amount of kit that is free for Club members to use and is distributed at the discretion of the committee. This equipment includes helmets, harnesses, ropes, quickdraws, guidebooks, trad gear and more.

By the end of the year we expect to have over 200 paid memberships.

Contact Information:

Webpage: [Mountaineering Club (cardiffstudents.com)](https://www.cardiffstudents.com/activities/sport/mountaineering/)

Instagram: @cumc\_

Group chat: The club uses a Facebook group chat to communicate

Email: [mountaineering@cardiff.ac.uk](mailto:mountaineering@cardiff.ac.uk)

The emails of committee members can be found on the webpage.

Club Logo:



Regular training / activities

The Club runs minibus transportation to the two indoor climbing gyms in Cardiff (Boulders and Flashpoint) each week. These are done on Thursdays and Tuesdays, going to one gym on each day, alternating which day each gym is every week to allow a larger number of participants to be able to visit either gym. The Club charges £1 per minibus seat to help contribute towards the cost of hiring them. The minibuses leave from the Students Union at 18:30 and aim to return by 21:00.

Flashpoint is a bouldering gym, although it does have some auto belays (use of which requires a harness). No climbing supervision is provided when at flashpoint, but training sessions (including strength and conditioning sessions and wooden board or kilterboard sessions) may be ran by the Training and Competition Secretary or other committee members.

Boulders is a rope climbing and bouldering gym – top roping, lead climbing and autobelays are available at Boulders. Supervision is typically available at every Club session at Boulders. Mentors (chosen by committee according to a predefined skill and experience requirement) will teach novices how to top rope climb and belay and how to lead climb and belay, following a lesson plan set out by the Training and Competition Secretary. Training sessions (including strength and conditioning sessions and wooden board or moon board sessions) may be ran by the Training and Competition Secretary or other committee members. Boulders offer a discounted entry on any Tuesday or Thursday to all club members.

The club provides climbing shoes, harnesses, ropes and belay devices at all Tuesday and Thursday sessions. These may need to be requested by climbers prior to leaving the Students Union.

Club Members should follow the Athletics Union’s Code of Conduct whilst at a club session at any climbing gym. Both climbing gyms in Cardiff are very welcoming of CUMC members and work with the Club to host training sessions, supervision sessions and competitions, in order to maintain this strong relationship club members should always climb safely and be sensible when at indoor gyms, even when not there on a club session.

Fixtures / competitions

The Club also attends local and national competitions such as BUCS, NULSCC, BOFF, Varsity and competitions run by other universities. Any club member can attend these competitions, however where numbers are limited our Training and Competition Secretary will decide which climbers may attend to maximise club performance. The Club also runs our own competitions, including Boulder Bash which is held in October and SWUBS in November. Competitions will be advertised in the weekly newsletter, on the Club’s Instagram and on the group chat in good time to allow members enough time to prepare and express their interest in the competitions. Where possible the Club will use provide transport to competitions.

Club members are expected to follow the Athletics Unions Code of Conduct whilst attending competitions where they are representing the club. For national competitions competitors will be required to wear CUMC t-shirt, competitors will be expected to buy their own kit.

One-off activities / trips

The club runs a large amount of residential and day trips throughout the year. Descriptions of these trips can be seen below, although it should be noted that these are subject to change based on bunkhouse availability, demand, transport capabilities, number of available supervisors and cost. Through a combination of SU and BMC (once paid for by club) insurance all national trips are insured, participants should get their own travel and sport insurance for international trips. Participants will complete a form prior to the trip answering questions about allergies, emergency contact information, climbing skill level, dietary requirements and preferred climbing activity. For national trips minibuses leave at different times on the same day to suit peoples university timetables, for international trips everyone leaves at the same time. National and International Trip Secretaries are primarily responsible for organisation of trips however other committee members may help with this. A packing list will be provided to participants before each trip, taking into consideration the weather and type of climbing being done. The club has some sleeping bags, mats and tents that may be provided to participants. Committee members will be responsible for crag choice, organisation of supervision and arranging transport etc, any questions about trips (before or during) should be directed to committee members.

North Wales: Early October, 20 people, one weekend long, this trip is for experienced members of the club and no teaching is typically done on this trip. Many attendees make their own way to and from the bunkhouse. During this trip some members of committee (usually 3) attend a Student Safety Seminar ran by the BMC. The aim of this seminar is to teach safety, leadership and teaching skills to people in climbing, mountaineering and hiking clubs who will be in positions of leadership.

Peak District: Mid-November, 45 people, one weekend long, the majority of participants on this trip are novice climbers typically with no outdoor climbing experience. The aim of this trip is to introduce people to outside climbing, as a result this trip requires a lot of supervision from committee members. This trip primarily focuses on bouldering and top roping, but sport and trad climbing may be undertaken. Previously 5 9 seater minibuses have been used to transport participants.

El Chorro: December (during holidays), 20 people, approximately a week long, a sport climbing trip that has both experienced and novice sport climbers. This trip is the first international trip of the year to Spain, participants fly to Malaga before using hire vehicles to transport themselves between the villa and the crags.

Winter Skills trip: February, 18 people, 4 day trip to either the Lake District or Scotland. This is the only club trip that makes use of qualified and experienced guides, this is done to maximise learning opportunities and safety of participants. This trip is has three different levels of activity: winter walking, mountaineering and ice climbing, participants will need to provide evidence of experience and skills in order to do any level above winter walking. Previously 2 9 seater minibuses have been used to transport participants.

North Wales: March, 45 people, one weekend long, this trip is ran in a similar way to the Peak District trip however participants typically have more experience and skills due to being in the Club for a larger amount of time. Bouldering, sport, top rope and trad climbing are all done on this trip. Previously 5 9 seater minibuses have been used to transport participants.

Fontainebleau: Easter Holidays, 45 people travelling with the club, other members making their own way up, approximately one week long. This trip is the second international trip that the club runs, participants leave from the Students Union together in 5 9 seater minibuses, travelling through the night to France. This trip is a bouldering trip, where the club stays at a campsite near/in Fontainebleau and travels using the minibuses to the crags each day.

The Club also runs day trips to local crags around Cardiff. These trips will likely only focus on one type of climbing and will typically be a much smaller group of people compared to residential trips. These trips may be run before a residential trip with the aim of teaching skills to trip participants with the aim of maximising enjoyment and climbing activity that can be done on residential trips, these skills may be to do with placing trad gear, building anchors and cleaning anchors.

Social activity

The Club has a weekly pub meetup at The Taf every Monday from 8pm, the Club also aims to run fortnightly socials that may be in the SU at YOLO or at external venues, these socials will be a mixture of alcoholic and sober socials. Social activities are also done on club trips. The club hosts a Winter Ball towards the end of the 1st semester, all club members are welcome and ~100 people attend. The Winter Ball consists of a formal meal at Revolution followed by an optional clubbing session at a nearby club.

Club members are expected to follow the SU and AU Code of Conduct whilst on club socials, and be considerate of local community members. An issues that arise on club socials will be dealt with by the necessary people, this may be committee members, our wellbeing officer, the SU, or the police.

Safety guidelines

The Club is strongly committed to encouraging members of any skill level to participate in Club activity, but the health, wellbeing and safety of each individual is our paramount concern. Club members should particularly note the dangers and risk of severe or life threatening injuries that come with participating in climbing. We expect members to have thorough understanding of their own abilities and limits and should not undertake any climbing activity beyond them, guidance of experienced committee members can be provided if a member is unsure of their own or others ability. Club members should report to the committee any issues with relation to unsafe climbing or other unsafe behavior committed by other Club members. Committee members may stop members from undertaking certain climbing activities whilst on club trips or sessions if they believe the safety of any club member will be at risk of injury. Club members (including committee) should not mislead anyone about their skill knowledge or climbing level. Committee members will make it clear to participants that safety should always be prioritised when climbing. The safety of club members is paramount and club members should always leave behind climbing gear or other belongings if the collection of them may put themselves or others at risk. The Club’s risk assements list the known risks of climbing and how they can be avoided or reduced, club members are encouraged to read these before undertaking activity with the club. The Club’s risk assessments can be found on the Club’s webpage that is provided above.

Novices learning to climb on whilst on club trips or sessions should only do so with a mentor present who is actively teaching the novice. Mentors will be chosen by committee members following skill and experience guidelines as set out by the Training and Competition Secretary. Mentors will follow a lesson plan as set out by the Training and Competition Secretary. When at Boulders mentors and novices should fill out the clubs supervision form that is required from Boulders, without completing this the club risks not being able to run supervised sessions at Boulders.

Club members should always follow best practice when climbing, this includes tying in with the correct knots, using the correct safety equipment, using the correct belaying technique and performing ‘buddy checks’. Guidance on what is considered best practice can be given by experienced committee members, mentors or staff at climbing gyms. Club members should always ask for help or guidance if required or wanted. Club members should always follow the instructions of staff at climbing gyms and follow the instructions of committee members at any club trip or session.

Club kit checked at the start of each academic year by a qualified external person to check for any safety concerns or expiration dates. Any gear that this person says is unsafe or expired will be removed from the kit store and not be used for any club activities. Throughout the year the elected Gear Secretary or other experienced committee members should check gear for any safety issues, particularly before and after club trips. Any members who uses club gear is expected to use it safely and sensibly, and should tell committee members if they cause any damage or take any significant falls, or cause excessive wear and tear to club kit. Club members may use club kit by the discretion of committee members, club members should not mislead committee members about their skill level or what activities they will be doing with the gear to prevent any excessive damage or injury. Climbers should always wear and use the necessary climbing and safety equipment required for the type of climbing they are doing, these equipments are all available on loan from the kit store. Guidance on what safety equipment is required for each type of climbing can be found in the risk assessments for that discipline.

Any climbers who are bleeding should stop climbing and should clean the injured area and use plasters or climbing tape to withhold the bleeding. Failure to do so can pose a significant hygiene risk to other climbers. Climbers should avoid jumping down from climbs to reduce the risk of injury to themselves and others, and should instead downclimb. Climbers should ensure that they are suitably warmed up before attempting particularly strenuous or difficult climbs. Climbers should pay particular attention to any pain in fingers, hands or wrists as these can be damaged by overuse without proper warm up or muscle strengthening. To prevent any finger injuries climbers wishing to start fingerboard training should get the guidance of the Training and Competition Secretary before doing so.

When climbing outside club members should follow the guidance found on the BMC, UKC and RAD websites. These websites will provide information about the safety and height of climbs and crags, any access requirements and seasonal restrictions placed on crags. Other sources such as guide books, RockFax or other local sources can also provide this information. It should be noted that some of these sources are reliant on community contribution and may not always be up to date, if in doubt about the information provided on these sources club members should find somewhere else to climb. Out of all of these sources BMC and RAD will provide the most detailed and up to date information. The BMC website provides a large range of information about climbing practices that club members should read and follow. Failure to follow BMC or RAD guidelines may result in access to crags being denied to all climbers. Climbers should note that there are extra risks associated with outside climbing, these include exposure injuries, loose rock etc, and should be prepared with the appropriate clothing and first aid or safety gear to deal with these risks; these risks are all listed in the Clubs risk assessments.

The Club pays for BMC insurance, anyone who becomes a member of CUMC will be covered by this insurance policy , which covers liability insurance for a range of outdoor activities, regardless of if the club member was on a club trip or activity whilst the incident occurred.

Sport specific guidance

Suitable clothing should be worn when climbing:

* Avoiding excessively baggy clothing that may get caught on gear or rocks/holds
* Clothing should allow for a good range of mobility
* Avoid wearing any jewelry, climbers will not be allowed to wear rings whilst climbing to avoid degloving injuries.
* Long hair that may tangle in belay devices should be tied back, as well as any tassles or strings etc on clothing
* Wearing ‘crack gloves’ or using tape when crack climbing can reduce the risk of grazes, cuts and bruising to hands whilst crack climbing
* Climbing shoes (and sometimes approach shoes or hiking shoes) should be worn whilst climbing
* Footwear that isn’t open-toed and is securely attached to the feet should be worn whilst belaying
* Appropriate footwear that is securely attached to the feet and is suitable for the terrain and distance on the approach to the crag should be worn whilst walking to the crag
* Helmets should be worn when doing any rope climbing outside, or when stood at the bottom or top of the rope climbing crag
* Harnesses should be worn by climber and belayer when doing rope climbing
* Wearing clothing that covers the arms and legs can reduce the risk of grazes or cuts
* Climbing gyms can get very cold during winter and very hot during summer, appropriate clothing should be worn to maintina a suitable body temperature, this may include a coat to be worn whilst belaying
* When outside climbing weather can change quickly and suddenly, the correct clothing and spare layers should be worn/brought based on the weather forecast this may include:
  + Down or synthetic jackets
  + Waterproof clothing
  + Technical fleeces or trousers
  + Other warm layer (including socks and gloves)

Climbing on certain types of rock (sandstone, limestone) whilst wet is discouraged by climbing organisations and communities as it significantly increases the chance of rock breaking. Climbing on these type of rocks whilst wet is viewed as irresponsible and not respectable of nature. The Club will not climb on these types of rocks whilst wet and will instead climb inside or at a dry crag.

Climbers should avoid climbing in large groups and should split into small groups attempting different climbs on different rocks or at different crags, both inside and outside. This is to allow other members of the climbing community and any further people who are in the surrounding areas equal access to crags, nature and climbs and to help them feel welcomed to the shared space. The club will avoid climbing in busy areas whilst on club trips. In cases where other community members are at the crag before the club, committee shall check that they feel comfortable and happy with a large group of people climbing next to them. Climbers should avoid crowding a climb and allow other community members to take their turn when attempting climbs. Typically outside boulderers share pads with other climbing groups in order to maximise the safety level of climbs, club members should check other groups are happy for club members to make use of their pads if they want to attempt a climb with pads already under it.

Climbers should follow ‘leave no trace’ rules whilst doing any type of outdoor activity. This includes picking up any rubbish seen, regardless of who it belongs too, walking on marked footpaths to prevent erosion to the ground, leaving any gates as they were found after passing through them, and not approaching or disturbing any wildlife. Climbers should also not play music or other audio when outside, doing so cause noise pollution and disturbances to other people. Guidance can be found on UKC and RAD website with regards to any seasonal or permanent restrictions with regards to crags and the approach to them, these should be followed by climbers.

Current and previous club members should follow all these rules and guidelines whilst climbing when wearing CUMC or Cardiff University branded clothing or equipment, failure to do so could bring negative attention to the club or university

Coaching

The club will use qualified guides on the winter skills trip, the cost of these will be covered by the club, trip participants and grant money.

Previous club members may be used by the club for supervision and helping out on club trips and sessions. These people will be chosen at the discretion of the committee and will be registered as coach with the Athletic Union, doing this means that they are treated as club members by the Athletic Union and are covered by the AU’s insurance policy.

Experienced club members may help teach and supervise novices and less experienced club members on club trips at the discretion of the committee.

Experienced club members may be appointed as a ‘mentor’ by the committee, meaning that they can teach and supervise top rope belaying and climber and/or lead climbing and belayer. Mentors and the novice must sign the form provided by Boulders to the club in order to do so during a club session. Mentors will be appointed by committee following a predetermined skills and experience requirements by the Training and Competition Secretary. Mentors will follow a lesson plan as set out by the Training and Competition Secretary. Mentor status can be revoked at any time by committee if the mentor is deemed unsafe or unsuitable. Mentors must have a club membership. Mentors are not responsible for the supervision of club members who haven’t signed the form provided by Boulders, and who aren’t listed as being under supervision of that particular Mentor, however they should still call out irresponsible or unsafe behaviour from other members.

The ratio of guides/mentors/experienced climbers to novices/less experienced climbers can change significantly based on experience level of climbers and what climbing discipline is being undertaken. However the approximate ratios can be seen below:

* Trad climbing 1:2
* Sport Climbing 1:6
* Novice top rope or lead climbing 1:2
  + Club members who work at Boulders with the necessary qualifications can supervise up to 8 novice climbers
* Winter skills, the club will follow the ratio of guides:climbers as set out by the guides. This could range from 1:2 to 1:8 depending on the activity being undertaken
* Outside Bouldering 1:8
* Abseiling 1:2

The Training and Competition Secretary or other committee members may provide training sessions at Flashpoint or Boulders, that cover skill building, strength and conditioning, board training, as well as other topics. This will be free for club members to attend provided they have paid for entry to the climbing gym.

First aid provision

When at a club session at an indoor climbing gym the Club will use First Aid kits provided by the climbing gyms. The club will allow staff members to treat and deal with any injuries as they deem fit.

Qualified guides will have their own First Aid qualifications and will carry a suitable First Aid kit.

When on club trips each group should have their own comprehensive First Aid kit, this will be kept in the bag of a committee member or experienced and trusted club member. Group members whose bag the First Aid kit is in, trip participants will be reminded that they can bring their own personal First Aid kits. All groups will have a qualified First Aider in them, ideally having multiple within these groups, where possible this First Aiders will be distributed between any vehicles that are being used for transport. When on trips there will always be at least one First Aider who is not under the influence of alcohol or other substances. Confirmation of First Aiders will be provided to trip participants before the trip begins. The club also carries storm shelters on club trips to help protect injured and uninjured club members in the case of extreme or sudden weather or temperatures.

Committee members will check that First Aid kits contain the correct, in date supplies before they are used for club activities.

The Club will have a list of qualified First Aiders. The Club provides opportunities throughout the year for club members to undertake First Aid qualifications.

Emergency / accident procedures

When at indoor climbing gyms the Club will allow and aid staff members to provide First Aid support and call for emergency services if required.

When on club trips the groups First Aider will begin to provide First Aid to the injured member(s) where possible. A committee member, First Aider or other club member as directed by committee or a First Aider should call emergency services if required. Mountain Rescue can be reached by calling 999 and requesting the police. Available committee members or First Aiders should ensure that no injuries occur to other club membersby checking on the mental wellbeing of witnesses and club members and if required putting them in a storm shelter to prevent temperature related injuries.

Club members are not allowed to talk to any member of the public about incidents that have happened.

Club members should report any faulty equipment, dangerous behaviour, accidents or near misses to the committee; this can be done in person, via email or social media. The committee will then discuss the appropriate course of action and will reach out to the SU for guidance if required. For any incidents that happen at climbing gyms, club members should make a staff member aware of the incident as soon as possible.

Following an emergency or accident the committee will complete the relevant Accident Report Form or Near Miss Form and will return it to the Club’s staff contact. The club will also review necessary risk assessments and discuss in a committee meeting how a repeat of the incident could be avoided or if anything could have been done differently. The Wellbeing Officer will check in with any affected parties in the days and weeks following the incident.

In the event of any emergency or accident students should follow the Student Activities Emergency Procedures ([Activities-Emergency-Procedure.doc (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.cardiffstudents.com%2Fpageassets%2Factivities%2Fresources%2Fdocuments%2FActivities-Emergency-Procedure.doc&wdOrigin=BROWSELINK)). In emergencies or accidents a committee member should alert the SU Security (calling 02920 781412) for help and advice.

Behaviour / complaints policies

All club members should follow the Activities Code of Conduct and Activities Laws ([Cardiff-Students-Union-Activities-Code-of-Conduct-Policy-.docx (live.com)](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.cardiffstudents.com%2Fpageassets%2Factivities%2Fresources%2Fdocuments%2FCardiff-Students-Union-Activities-Code-of-Conduct-Policy-.docx&wdOrigin=BROWSELINK)) on all club activities, including trips, socials and on club arranged transport to and from these activities. Failure to do so can result in a range of consequences as decided by the committee and the SU ([AU-Members-behaviour-in-Students-Union-licensed-premises-2023-24.pdf (cardiffstudents.com)](https://www.cardiffstudents.com/pageassets/activities/resources/documents/AU-Members-behaviour-in-Students-Union-licensed-premises-2023-24.pdf)). Club members should be considerate of local community members whilst on socials or other activities with the club. Club members should follow the orders of committee whilst on club activities, and the orders of staff when at indoor climbing gyms. Club members should follow incident prevention measures as laid out in the Club’s risk assessments, and should climb safely and responsibly at all times.

Club members should report any inappropriate or unsafe behaviour that occurs on club activities to a committee member. Any unsafe climbing related behaviour done not on a club activity should still be reported to the committee so they are aware, however the person concerned will not face any consequences unless unsafe activity is done on club trips or sessions.

Consequences from the committee could include a temporary or permanent ban from club trips, sessions and/or socials or not being allowed to use club equipment. When required the committee will escalate to the SU.

Welfare

Members can raise wellbeing concerns about themselves or another member to any committee member or the Wellbeing Officer. Committee members may tell the wellbeing officer about any concerns that have been brought to them.

The Wellbeing Officer has provided several ways in which they can be contacted:

* Through a private google form (that can be filler out anonymously)
  + Club members will be sent this through an email and will be reminded about it throughout the year
* Through their university email which can be found on the Club’s webpage
* Through their personal social media accounts
* In person, including at any club event

There are several other ways that club members can report wellbeing concerns through the SU:

* Students’ Union Advice Team: [advice@cardiff.ac.uk](about:blank), 029 20 781 410.
* University Student Life Services.
  + Counselling and Wellbeing Service: [studentconnect@cardiff.ac.uk](about:blank), 029 22 518 888.
  + Disclosure Response Team: referral form [here](about:blank).
  + Student Intervention Team: referral form [here](about:blank).

Equipment

Committee members will review the Club’s inventory each year following the safety checks done by a qualified gear checking which may result in some gear being removed from the kit store. The Club own a large range of climbing related equipment including: climbing shoes, safety equipment, guidebooks, and camping equipment. The Club does not expect members to bring any of their own climbing equipment to club activities, although most members already own or quickly buy their own equipment due to comfort or practicality reasons. The club brings climbing shoes, ropes and harnesses to indoor climbing sessions. The club provides a form to members attending club trips before a trip to see what equipment participants have and what needs to be provided by the club.

Club members are allowed to use club kit at the discretion of committee for their own climbing. The committee will use an online spreadsheet to track gear use. Club members borrowing gear must show the committee that they can safely and correctly use the gera that they want to borrow. Club members must report an incidents that may compromise the safety of equipment. Club members should tell committee how they plan on using any borrowed equipment. Committee members will check all gear is safe for use before using it on club trips.

Members should get insurance for their own personal equipment. For some trips to maximise the amount of climbing that can be done the club uses members climbing gear at the gear owners discretion. It is the responsibility of the owner of the equipment to ensure it gets returned to them.

Insurance

All paid Athletic Union and club members are insured under the AU Elite Personal Accident Policy with Endsleigh. A copy of this policy can be requested by emailing the AU.

The club also pays for BMC Insurance, this provides Comined Liability insurance to club members for a variety of sports undertaken within the UK. Regardless of if it was undertaken with CUMC or not. This insurance policy covers the club and affiliate individual members. Details of the insurance policy can be found here: [Clubs insurance | BMC Insurance Centre (howdengroup.com)](https://www.howdengroup.com/uk-en/british-mountaineering-council/clubs). The Club will make members aware once this policy has been paid for. It is still recommended by clubs that members get health and travel insurance for international trips.

Finance / refund policy

Club members will pay £30 to the AU and £45 to CUMC when buying a membership for the club.

Club members are not expected to but their own climbing equipment, nor will they have to pay to borrow club equipment.

Club members will have to pay for entry to any indoor climbing gym, most climbing gyms offer student discounts. Boulders in Cardiff allow club members to enter the centre for £8.00 on any Tuesday or Thursday. Flashpoint offer a student discounted membership to their Cardiff gym for £36 a month, Boulders offer a student discounted membership for £40.99 a month. The club subsidises a small number of memberships to both gyms for 3 months at the start of the year, these are released online on the Club’s webpage. Club members are not allowed to receive a subsidised membership to both gyms. The exact amount of the subsidy is yet to be determined for the 20245/25 academic year.

Club members using the provided minibuses for the Tuesday and Thursday club sessions will have to pay £1 to held reduce the cost of the minibuses to the Club.

Other costs may occur to club members if they choose to attend club trips, estimations of these costs can be seen below:

* North Wales or Peak District Trips: £55
* Fontainebleau Trip: £190
* El Chorro Trip: £250
* Winter Trip: £260

On all club trips club members are expected to provide their own breakfast, lunch and snack. The evening meal will be provided and paid for by the club, apart from when club members go to a restaurant or other food service for their evening meal.

Some socials ran by the club will require a monetary contribution by attendees, this may be to cover the costs of venue hire, equipment purchase or money being raised for a charity. The club’s Winter Ball will require a payment of around £30-£45 depending on costs.

If club members require a refund for a product bought or reimbursement for anything that was authorized in advance by a committee member should email out Treasurer, whose email can be found on the Club’s webpage, with the following information: name, amount to be paid, account number, sort code, reason for payment and evidence of purchase. Refunds will be given on the basis that a suitable reason is received by a member of committee 48 hours before the start of the trip/activity on the premise the trip space can be filled by another member. There will be no membership refunds given.

Participation statement

Members that sign up to this club may be participating in activities which involve an element of risk, in an environment where professional and rescue services may not be immediately available. It is their responsibility to ensure that they fully understand the exact nature of each activity that they undertake, the risks that are involved, the skill level required; and the equipment needed for their safe participation. They shall never participate in an activity where they are unsure of the above aspects. By purchasing membership of this club they agree that they must act in accordance with this document. All individuals, after joining the Athletic Union and this club, have the right to participate as a full member in all training sessions relevant to their skill level. Selection is based purely on ability and fitness criteria. If not selected for a team, members may not be entitled to a refund of membership fee. The Athletic Union will uphold the club decision if they decide not to refund membership fees in line with their refund policy.”

Review

All safety-related documents must be reviewed each year by incoming committees and activity leaders. This document also needs reviewing in the event of a serious accident / incident or should your Risk Assessment findings change.

Each time this document is reviewed or updated, please complete and sign the below. Within the document, please note any additions with the date it was updated in brackets.

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| --- | --- | --- |
| **NAME** | **COMMITTEE POSITION** | **REVIEW DATE** |
| Rebecca Carman | Secretary | 18/09/2024 |
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Activities department contacts for student groups

Athletic Union – [AthleticUnion@cardiff.ac.uk](about:blank)

Guild of Societies – [Societies@cardiff.ac.uk](about:blank)

Volunteering – [Volunteering@cardiff.ac.uk](about:blank)

Enjoy your activity!