



**Paddle
Worldwide**



**REAL FEDERACIÓN
ESPAÑOLA
DE PIRAGÜISMO**

PARA-PADDLE CLASSIFIER LEVEL 3 WORKSHOP & DEVELOPMENT COURSE

Alcúdia, Mallorca, Spain | 11–15 November 2026

Organised by: International Canoe Federation & Royal Spanish Canoe Federation

1. Welcome Message

The International Canoe Federation and the Royal Spanish Canoe Federation are pleased to invite PWW Member Federations to participate in the PWW Development Course and Para-Paddle Classifier Level 3 Workshop, which will take place in Alcúdia, Mallorca, Spain, from 11 to 15 November, 2026.

This will be the first PWW Para-Paddle Classification Workshop organized in Spain. The course will combine theoretical sessions with practical medical, technical and on-water athlete classification. In addition, the Development Course outlining key development issues will be presented by Ismael Uali, Para-Paddle Director of the Royal Spanish Canoe Federation.

Successful candidates will be eligible to conduct Para-Paddle athlete classifications at the national level, subject to the applicable PWW requirements and successful completion of the course.

2. Event Information

Event	PWW Para-Paddle Classifier Level 3 Workshop & Development Course
Dates	11–15 November 2026
Recommended arrival	10 November 2026
Recommended departure	16 November 2026
Location	Lago Esperanza, Alcúdia, Mallorca, Spain
Duration	4.5 days
Working language	English
Maximum participants	14–16 candidates
PWW instructors	Diego DOGA, Dr. Fatima FERNANDES, John EDWARDS
Host Federation	Royal Spanish Canoe Federation
RFEF instructor	Ismael Uali

The detailed programme remains provisional and may be adjusted by the PWW instructors.

3. Workshop Objectives

- To improve knowledge of the PWW Para-Paddle Classification System.
- To understand the medical, technical and on-water components of classification.
- To apply the PWW classification rules and assessment forms.
- To develop practical classification skills through real athlete assessments.
- To improve consistency in scoring and decision-making.
- To understand how medical and technical classifiers combine their findings.
- To enable successful candidates to classify athletes at national level.

4. Target Participants

The workshop is open to candidates nominated by PWW Member National Federations or National Paralympic Committees. If possible, National Federations are encouraged to nominate classification teams composed of:

- One Medical Classifier candidate.
- One Technical Classifier candidate.

Applications are subject to review and confirmation by the PWW. The number of places is limited to 14–16 participants.

The Royal Spanish Canoe Federation, as host National Federation, will have four registration places available under the conditions agreed with the PWW.

5. Candidate Requirements

Candidates must:

- Be nominated by an PWW Member National Federation or National Paralympic Committee.
- Meet the requirements established in the PWW Para-Paddle Classification Rules and Regulations.
- Submit an updated CV in English.
- Submit a letter of interest in English explaining their reasons for attending the workshop.
- Complete the pre-course knowledge questionnaire sent by the PWW.
- Have sufficient English skills to participate in lectures, discussions and practical assessments.
- Attend the full three-day programme.

Medical candidates should include details of their relevant healthcare qualifications. Technical candidates should include details of their relevant canoeing, coaching, sport science or technical experience.

6. Workshop Format

Development Sessions

- Programme Development – Principles, Initiation, Recruitment, Boats, Adaptive equipment, psychology, management

Theoretical Sessions

- General principles of classification.
- PWW and IPC classification framework.
- Medical diagnosis and eligibility documentation.
- Minimum Impairment Criteria.
- Intentional Misrepresentation.
- Functional assessment principles.

- Leg assessment.
- Trunk assessment.
- Technical and on-water assessment.
- Equipment passports.
- Competition observation.
- Combining medical and technical findings.
- Scoring consistency and final classification decisions.

Practical Sessions

Candidates will work in classification teams and conduct real assessments with Para-Paddle athletes. The practical component will include:

- Medical assessment.
- Functional assessment.
- Technical assessment.
- On-water observation.
- Completion of classification forms.
- Review of video evidence, when appropriate.
- Discussion of scoring.
- Preparation of a classification conclusion.
- Presentation of findings to the full group.

The practical athlete classification sessions are a central component of the workshop and attendance is compulsory.

7. Provisional Programme

Day One – Wednesday, 11 November | PM - Para-Paddle Programme Development - Ismael Uali Rojo, Spanish Para-Paddle Director.

Time	Session
13:00–13:30	Registration & Welcome
13:30–15:30	Para-Paddle Programme Development • Principles, Initiation, Recruitment, boats, Adaptive Equipment, psychology, management
15:30–15:45	Coffee break
15:45–17:30	Para-Paddle Programme Development cont'd

Day Two – Thursday, 12 November | AM – Para-Paddle Programme Development cont'd

PM – Medical & Technical Basic info

Time	Session
09:00–10:30	Para-Paddle System Development cont'd
11:00–11:15	Coffee break
11:15–12:30	Para-Paddle System Development cont'd
12:30–13:30	Lunch
13:30–15:30	Basic Canoe Technical info for medical experts
15:30–15:45	Coffee break
15:45–17:45	Basic Medical info for Technical experts

Day Three – Friday, 13 November | Theoretical foundations and assessment methodology

Time	Session
09:00–09:30	Registration and welcome
09:30–10:15	Workshop overview and introductions
10:15–11:00	General classification principles
11:00–11:15	Coffee break
11:15–12:30	PWW Para-Paddle Classification System
12:30–13:30	Lunch
13:30–14:30	Leg assessment
14:30–15:30	Trunk assessment
15:30–15:45	Coffee break
15:45–16:45	Technical and on-water assessment
16:45–17:15	Competition observation and video analysis
17:15–18:00	Combining assessment results and forming a conclusion

Day Four – Saturday, 14 November | Hands-on athlete classification

Time	Session
09:00–10:30	Practical classification sessions
10:30–11:00	Break and team rotation
11:00–12:30	Practical classification sessions
12:30–14:00	Lunch
14:00–15:30	Practical classification sessions
15:30–16:00	Break and team rotation
16:00–17:30	Practical classification sessions
17:30–18:00	Instructor feedback and review

Day Five – Sunday, 15 November | Final practical sessions, presentations and evaluation

Time	Session
09:00–10:30	Practical athlete classification
10:30–11:00	Break
11:00–13:00	Group presentations and scoring discussion
13:00–14:00	Lunch
14:00–15:00	Group presentations and classification conclusions
15:00–16:00	Workshop debrief, individual feedback and next steps
16:00	Closing of the workshop

8. Practical Athlete Classification

The host Federation will provide five Para-Paddle athletes for the practical sessions on Day Four and the morning of Day Five. Candidates will be divided into classification teams. Each team will:

- Review the athlete's medical documentation.
- Conduct the relevant medical and functional assessments.
- Carry out the technical and on-water assessment.
- Complete the official classification forms.
- Agree on the scoring and proposed sport class.
- Present its findings to the other candidates and instructors.
- Explain any differences in scoring or interpretation.

Athletes may be assessed by more than one candidate team for educational purposes. All athlete information and medical documentation must be handled confidentially.

9. Registration

Registration Fee

PWW registration fee	300 EUR per participant
Application deadline	8 September, 2026

The registration fee does not include:

- Travel to Mallorca.
- Accommodation.
- Meals, unless expressly included in the hotel package.
- Airport transfers.
- Personal travel or medical insurance.

10. Application Procedure

National Federations must send the following documents for each candidate:

- Candidate's full name.
- National Federation.
- Medical or Technical Classifier profile.
- Updated CV in English.
- Letter of interest in English.
- Contact email and telephone number.
- Passport details, if required for accommodation or transport arrangements.

Applications must be sent to:

- Diego Doga: diego.doga@canoeicf.com
- John Edwards: john.edwards@canoeicf.sport
- Royal Spanish Canoe Federation: ismael.uali@canoeicf.sport

The PWW will confirm the acceptance of each candidate.

11. Accommodation

Official Hotel

Hotel	Bellevue Club – o7 Hotels
Location	Alcúdia, Mallorca, Spain
Contact	ismael.uali@canoeicf.sport
Booking deadline	20 October, 2026

Accommodation Rates

Room type	Price per person/night	Meal plan
Double room (shared)	44,00 EUR	Full board+ (drinks included at lunch and dinner)
Double room (single use)	64,00 EUR	Full board+ (drinks included at lunch and dinner)
Tourist tax (per person/night, 16+ years)	2,20 EUR	Not included – payable on site

Cancellation Policy

- Cancellation more than 1 week before arrival: 50% of the amount paid will be charged.
- Cancellation less than 1 week before arrival or no-show: 100% of the amount paid will be charged.

Initial deposit of 10% is required to confirm the booking and is non-refundable. 40% is due 60 days before arrival. Remaining balance is due 15 days before arrival.

Booking Procedure

Participants must book accommodation directly through the Royal Spanish Canoe Federation event coordinator by sending the required details to: ismael.uali@canoeicf.sport or ismaeluali@rfep.es

Booking deadline: 20 Oct., 2026. Late requests will be subject to availability.

12. Airport Transfers

The official airport is Palma de Mallorca Airport (PMI). It is approximately 45 minutes from the host hotel location.

Two options are available for participants:

- Option 1 – Coordinated transfer: The Royal Spanish Canoe Federation can organise airport transfers between Palma de Mallorca Airport and the official hotel in Alcúdia, based on participants' arrival and departure times. Participants wishing to use this service must provide their flight details in advance. There is a 50€ fee for this service.
- Option 2 – Car rental: Participants may also rent a vehicle at the airport. The organisation can provide guidance on the best options and routes to the hotel.

Participants requiring airport transfers must provide: full name, flight number, arrival/departure date and time, and any mobility or accessibility requirements. Transfer requests must be submitted before 15 October 2026.

13. Local Transport

The official hotel (Bellevue Club – o7 Hotels) is located at the same site as the workshop venue (Lago Esperanza, Alcúdia), so no daily transport between accommodation and the course facilities is required.

14. Workshop Venue and Facilities

The workshop will use:

- A lecture room with audiovisual equipment.
- Medical and functional assessment areas.
- Three physiotherapy or examination beds.
- Tables and chairs for the classification teams.
- Access to changing rooms and accessible toilets.
- Canoe club facilities at Lago Esperanza.
- Direct access to water for technical assessments.
- Para-Paddle boats and paddles.

The practical sessions may be adjusted due to weather or water conditions.

15. Meals and Refreshments

The hotel package (Full Board+) includes breakfast, lunch and dinner, with soft drinks included at lunch and dinner. Coffee breaks during the workshop sessions will be provided.

Participants must inform the organiser of any food allergy, intolerance or dietary requirement when completing the registration form.

16. Travel Information

- Recommended arrival: Thursday, 10 November 2026.
- Recommended departure: Monday, 16 November 2026.

Candidates must organise and pay for their own travel to Mallorca. The PWW will cover the international or domestic transportation costs of the three PWW instructors in accordance with its internal arrangements.

17. Visa and Entry Requirements

Participants are responsible for checking the passport and visa requirements applicable to their nationality. Where required, the Royal Spanish Canoe Federation may issue an invitation letter after the candidate has been accepted by the PWW, registration has been completed, and passport details have been submitted. Visa applications and associated costs remain the responsibility of the participant.

18. Insurance

All participants must have appropriate travel insurance, medical insurance valid in Spain, accident insurance and professional liability coverage where applicable. The organisers will not be responsible for medical, travel or personal expenses not covered by the participant's insurance.

19. Materials to Bring

- Laptop or tablet.
- Notebook and writing materials.
- Appropriate clothing for indoor and outdoor sessions.
- Waterproof clothing.
- Suitable footwear for the canoe venue.

- Personal medical or technical assessment equipment, when applicable.
- Copy of the PWW Para-Paddle Classification Rules and forms
- Passport or official identification.

The host Federation will provide printed manuals and official forms, subject to confirmation.

20. Data Protection and Confidentiality

Candidates will have access to personal and medical information during practical classification sessions. All information must be treated confidentially and used solely for educational and classification purposes. Photography, filming or sharing athlete information will only be permitted with the appropriate authorization. Candidates may be required to sign a confidentiality declaration before the practical sessions.

21. Important Deadlines

Action	Deadline
Candidate application	8 September 2026
Confirmation by PWW	11 September, 2026
Registration fee payment (to PWW)	30 September, 2026
Hotel Booking	20 October, 2026
Airport transfer request	
Dietary and accessibility information	
Submission of flight details	
Completion of pre-course questionnaire	

22. Contacts

International Canoe Federation

- Technical contact: Diego Doga | diego.doga@canoeicf.sport
- Medical contact: Dr. Fatima Fernandes fatima.fernandes@canoeicf.sport
- Classification contact: John Edwards | john.edwards@canoeicf.sport

Royal Spanish Canoe Federation

- Event coordinator: Ismael Uali | ismael.uali@canoeicf.sport ; ismaeluali@rfep.es

23. Final Note

This Bulletin contains preliminary organizational information. The final agenda, instructor assignments, athlete rotation plan and practical classification schedule will be confirmed in a subsequent Bulletin or directly to the accepted participants.