

Canoeing and Kayaking (Levels 1-3)



Activity scope

This document relates to student participation in Canoeing (a narrow-beamed pointed vessel with a rigid hull propelled by a paddle) or Kayaking (topped, narrow-beamed vessel that floats and is propelled by a double-bladed paddle) as a curriculum activity.



Special considerations

- Level 1 – sheltered, calm, enclosed waters, or controlled, built environments (e.g. pools, ponds, small dams), clearly enclosed and defined natural waterways with minimal tidal/current/flow effects with a low chance of being adversely affected by wind or wave action
- Level 2 – up to Grade One Water with minimal flow of water, sheltered and calm water with ease of access to shore, and open lakes
- Level 3 – up to Grade Two Water (water featuring strong currents, eddies and waves including rapids of moderate difficulty with clear passages, requiring suitable equipment and boat).

It is highly recommended that the [Queensland Adventure Activity Standards](#) are referred to when planning this activity.

Minimum activity-specific qualifications for supervisors

- Demonstrated current skills in leadership, group management, technical capacities and safety requirements of the specific circumstances being addressed.

Level 1:

- For a registered teacher:
 - a statement of attainment from a Registered Training Organisation (RTO) covering the following canoeing/kayaking units of competence or equivalent:
 - SISOCNE303A/ Apply canoeing skills/
SISOKYK302A Apply kayaking skills
 - SISOCNE202A Perform deep water rescues, **OR**
 - a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide”*, **OR**
- For a leader other than a registered teacher, a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide”*.

Level 2:

- For a registered teacher:
 - a statement of attainment from an RTO covering the following canoeing/kayaking units of competence or equivalent:
 - Level 1 units above plus:
 - SISONAV201A Demonstrate navigation skills in a controlled environment
 - SISOCNE305A/ Guide canoeing trips on flat and undemanding water
SISOKYK304A Guide kayaking trips on flat undemanding water, **OR**
 - a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide” at or above level 2*, **OR**
- For a leader other than a registered teacher, a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide” at or above level 2*.



Level 3:

- For a registered teacher:
 - a statement of attainment from an RTO covering the following canoeing/kayaking units of competence or equivalent:
 - Level 1 units above plus:
 - SISONAV303A Demonstrate navigation skills in an intermediate environment
 - SISOCNE307A/ Guide canoeing trips on Grade Two water
 - SISOKYK305A Guide kayaking trips on Grade Two water
 - SISOWWR201A Demonstrate self rescue skills in white water
 - SISOWWR302A Demonstrate white water rescues and recoveries, **OR**
 - a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide” at or above level 3*, **OR**
- For a leader other than a registered teacher, a nationally recognised qualification as a “Canoeing Guide or Kayaking Guide” at or above level 3*.
- *Refer to [Glossary](#) on page 5 for a comprehensive description of the various qualifications that can be held.

Minimum activity-specific equipment/facilities

- Electronic and other equipment that can be damaged by water is to be carried in water resistant containers. Leaders are responsible for determining the equipment to be carried by all participants.
- Safety, repair and rescue equipment (refer to the [Australian Canoeing - Safety Guidelines](#)):
 - throw bag
 - equipment to tow another canoe or kayak
 - rescue knife
 - roll of duct tape.
- Navigation equipment (refer to the Australian Canoeing - Safety Guidelines):
 - maps and/or marine charts
 - compasses
 - GPS receivers.
- Helmets (refer to the Australian Canoeing - Safety Guidelines).
- Personal flotation devices (refer to the Australian Canoeing - Safety Guidelines).
- Paddles (refer to the Australian Canoeing - Safety Guidelines).
- A route card, left with a responsible adult not involved in the activity, e.g. local police, park ranger, principal. It should include:
 - an outline of the route to be followed
 - the number and names of party
 - the estimated time of departure and estimated time of arrival of the party
 - a contact person (e.g. principal) in the case of emergency
 - alternative routes/tracks.
- Emergency management plan.
- Sea-worthy craft, suitable for level.

Activity-specific hazards/risks and suggested control measures

- Adhere to the [Surf Life Saving Queensland Marine Stinger Risk Management Guidelines](#).
- Assess weather conditions before and during activity especially wind on open waters.
- Ensure sun safety equipment is used and ensure students apply sunscreen every two hours.
- Select appropriate routes and locations having regard for:
 - experience of leader
 - number and type of craft
 - depth of water
 - tidal flow and currents

- visibility
- water temperature
- underwater vegetation
- marine life
- protection from watercraft.
- Ensure that GPS receivers are carried as deemed appropriate for the navigational requirements of the activity, and that they are treated and/or stored in such a way as to make them water resistant.
- Ensure each student wears a canoeing helmet which meets or exceeds these requirements. It must:
 - comply with the CE EN 1385:1998 standard
 - be made of strong, lightweight material e.g. plastic or carbon fibre
 - cover the head to provide ample protection to the forehead, temple and back of the head
 - have enough positive buoyancy to float
 - be a good fit so as not to move, but not be so tight as to be uncomfortable
 - have an effective fastener to fix the helmet securely in place
 - have a good system to absorb the shock from impacts and to provide a separation distance between the outside of the helmet and the paddler's head.
- Ensure that no single navigation system is relied upon. Where an electronic system, such as a GPS is used, spare batteries and another position-fixing method should be available.
- Students are to wear protective footwear and appropriate clothing at all times.
- **Note for Level 3:** the helmet **must** be worn when paddling water Grade Two, and while surfing, paddling among rocks or in sea caves and during rescue practice. It must be securely fixed whenever it is worn. The helmet is optional for other canoeing activities.
- Undertake a risk management process in order to prevent or minimise the risk of injuries caused by manual tasks.
- Ensure that paddles are appropriate for the type of craft and the build and skill levels of the participants.
- Continuously monitor students for signs of fatigue and exhaustion.
- Continually assess threat of vehicles.
- Consult appropriate documents, such as zoning plans produced by [the Department of National Parks, Recreation, Sport and Racing](#) or other relevant authority.
- Where an accompanying power craft is used, the power craft **must** conform to the boating regulations of [Maritime Safety Queensland](#).
- For all craft used, ensure that they:
 - maintain structural integrity, are in good repair and meet their intended design characteristics
 - are in a safe working condition and are checked before usage
 - provide a stable platform, allowing strokes to be performed effectively
 - possess the strength to withstand all foreseeable forces
 - provide secure and waterproof storage
 - don't sink, but remain horizontal when swamped, and are useable as buoyancy for their crew
 - are of a colour that is clearly visible to other water users or rescue authorities
 - are capable of being towed by rope and grasped by hand, either through handholds or toggles, depending on the type of craft. It is recommended that handholds be rope of a minimum of six millimetres diameter. The inside diameter of hand loops should be large enough to allow a sphere or cylinder of eight centimetres diameter to pass through. If used, hand loops **must** not allow the full insertion of a hand.
 - are (apart from the cockpit), filled with buoyant material, excluding as much water as possible
 - have positive buoyancy at each end which may consist of:
 - sturdy, waterproof bulkheads, fore and aft, with watertight hatch covers
 - integrated cockpits with watertight hatch covers
 - fixed flotation bags
 - being a 'sit on top' self-draining kayak.

- Ensure each student has a personal flotation device (PFD) which meets or exceeds these requirements:
 - construction must meet or exceeds Australian Standards for Type Two (AS1499) or Type Three (AS2260) at all times while on the water
 - PFDs should be the correct size for the wearer and be adjusted correctly before getting on the water
 - it is highly recommended that the PFD be of a bright colour.
- Be sure of the suitability and competency of students participating.
- Adhere to [Swimming, Recreation](#) guideline.
- Ensure that rescue equipment is quickly and easily accessible. Paddlers should receive training in the use of any rescue equipment that they carry, and regularly practise its use.
- Ensure all leaders have an appropriate towing system easily accessible so that it can be deployed quickly when needed. Other participants may also carry towlines as appropriate for the activity and at the discretion of the leader. All towing systems **must** be quick-release, and should be set up so that they do not restrict the manoeuvrability of the towing boat.
- It is recommended that a rescue knife (safety knife) should be carried by all leaders on white water. Knives should be quickly and easily accessible, but it is generally not considered appropriate to carry them on the outside of a PFD.
- Throw bags, 15-20 metres long, and/or a towline **must** be carried by all leaders on any activity involving moving water. They may also be carried by some other participants at the discretion of the leader. All participants should be trained in their use. Towlines should be used on flat and sheltered waters. It is recommended that throwlines/bags be used on moving and open waters.
- Ensure that a basic repair kit is carried by all leaders and by other participants at the leader's discretion. A roll of duct tape is considered a minimum requirement. A comprehensive group repair kit appropriate for the boats that are being used should be carried on all expeditions, particularly in remote areas.
- Ensure that the crews stay in visual/verbal contact, act as safety observers for the canoe behind them, pass on signals, and alert the following canoe of possible danger.
- All gear, especially for overnight trips, should be correctly waterproofed and stowed securely in the boats.
- Note that the leader should remain aware of the distance from shore as weather, wind and tide can create hazards. The activity may need to be modified or abandoned in adverse conditions.
- Ensure that craft negotiate rapids one at a time. The leader should negotiate areas of moving water immediately before the students.
- Guidelines/codes of practice are established for this activity, refer to Australian Canoeing Safety Code, Risk Management and Safety, Australian Canoeing Safety Guidelines, and Queensland Adventure Activity Standards.

Useful activity-specific links

- Australian Canoeing
<http://www.canoe.org.au/>
- Australian Canoeing – Safety Guidelines
http://www.tas.canoe.org.au/site/canoeing/tas/downloads/Safety_Guidelines.pdf
- Australian Canoeing Safety Code
<http://www.canoe.org.au/?Page=2267&MenuID=Education%2F99%2F7292%2F%2CRisk%5FManagement%5Fand%5FSafety%2F196%2F5275%2F>
- Australian Maritime Safety Authority (AMSA)
<http://www.nationalsystem.amsa.gov.au/>
- Department of National Parks, Recreation, Sport and Racing
<http://www.nprsr.qld.gov.au/>
- Department of National Parks, Recreation, Sport and Racing Marine Parks
<http://www.nprsr.qld.gov.au/marine-parks/index.html>
- Guidelines For Managing Risks in Recreational Water
http://www.nhmrc.gov.au/files_nhmrc/file/publications/synopses/eh38.pdf
- Maritime Safety Queensland
<http://www.msq.qld.gov.au/>

- Queensland Adventure Activity Standards
http://www.qorf.org.au/01_cms/details.asp?ID=1048
- Risk Management and Safety
http://www.canoe.org.au/default.asp?MenuID=Education/99/7292/,Risk_Management_and_Safety/196/5275/
- *Safety in Recreational Water Activities Act 2011 (Qld)*
<http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/S/SafeRecWaA11.pdf>
- Surf Life Saving Queensland Marine Stinger Risk Management Guidelines
<http://www.lifesaving.com.au/downloads/Policies/MEMBERS%20HUB%20P%20LS13%20-%20Marine%20Stinger%20Risk%20Management%2023-08-08%20FINAL.pdf>
- *Swimming, Recreation* – Curriculum Activity Risk Assessment guideline
<http://education.qld.gov.au/curriculum/carmg/pdf/swimming-recreation.pdf>

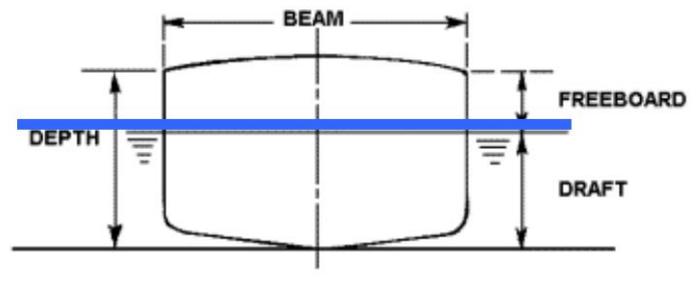
Glossary and other information

Canoe

A canoe is designed so that, with a normal load, freeboard exceeds draft, when the canoe is operating in varying water conditions.

Draft

This is the vertical distance between the waterline and the bottom of the hull.



Freeboard

This is the height of a vessel's deck above the water level.

Grade Two Water

Water featuring strong currents, eddies and waves including rapids of moderate difficulty with clear passages, requiring suitable equipment and boat.

Kayak

A kayak is designed so that, with a normal load, the amount of freeboard is not critical to safe operation, when the kayak is operating in varying water conditions.

Canoeing/Kayaking Qualifications Guide

There are currently 4 nationally recognised qualifications in canoeing and/or kayaking:

1. A certificate from an RTO for the completion of Nationally Recognised Training in a canoeing or kayaking skill set at or above the appropriate level, as explained in the Sport and Recreation Training Package (SIS10)
2. A qualification from an RTO at Certificate III, Certificate IV or Diploma level for the completion of Nationally Recognised Training for the full qualification with a noted specialisation at/or above the appropriate level. This specialisation must be printed on the certificate for it to have been attained.
3. Registration with the National Outdoor Leaders Registration Scheme (NOLRS) at/or above the appropriate level. Registration must be current.
4. An Award from Australian Canoeing at/or above the appropriate level. The Award Certificate must be current.

Canoeing

	Skill Set Qualification	Certificate	NOLRS	Australian Canoeing
Level 1	Canoeing Guide Flat Water	III in Outdoor, Sport or Community Recreation	Canoeing Guide Flatwater	Canoe Lifeguard
Level 2	Canoeing Guide Flat Water	IV in Outdoor, Sport or Community Recreation	Canoeing Guide Flatwater	Flatwater Canoeing Guide/Instructor
Level 3	Canoeing Guide Whitewater G2	IV in Outdoor, Sport or Community Recreation	Canoeing Instructor Grade 2	Moving Water Endorsement

Kayaking

	Skill Set Qualification	Certificate	NOLRS	Australian Canoeing
Level 1	Kayaking Guide Flatwater	III in Outdoor, Sport or Community Recreation	Kayaking Guide Flatwater	Kayak Lifeguard
Level 2	Kayaking Guide Flatwater	IV in Outdoor, Sport or Community Recreation	Kayaking Guide Flatwater	Flatwater Kayaking Guide/Instructor
Level 3	Kayaking Guide Whitewater G2	IV in Outdoor, Sport or Community Recreation	Kayaking Instructor Grade 2	Moving Water Endorsement

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