



Australian Government

SISOKYS004 Lead sea kayaking activities in enclosed waters

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to lead and supervise dependent participants during sea kayaking activities in enclosed waters according to predetermined activity plans which might be self-developed or developed by others. It covers the skills required to adjust activities according to prevailing conditions and participant capabilities.

It requires the ability to demonstrate and instruct sea kayaking techniques applicable to enclosed waters. To do this, leaders must be proficient in sea kayaking skills which are covered by other units.

This unit applies to any type of organisation that delivers outdoor recreation activities including commercial, not-for-profit and government organisations.

It applies to leaders who work independently using discretion and judgement to manage operational logistics and risk within predetermined guidelines.

When working at or close to base and assistance, they manage routine problems in consultation with relevant personnel. Where assistance is not immediately available, leaders use additional skills, covered by other units, to manage significant problems, e.g. rescues, injury or illness in remote locations.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

Sea Kayaking

Unit Sector

Outdoor Recreation

Elements and Performance Criteria

ELEMENTS

Elements describe the

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to

*essential outcomes**demonstrate achievement of the element.*

1. Prepare equipment and participants.
 - 1.1. Assess characteristics, condition and capability of participants, as they present, and obtain informed consent.
 - 1.2. Confirm participants have clothing and footwear appropriate for the activity and anticipated weather conditions.
 - 1.3. Select and set up equipment to match participants and prevailing conditions; complete safety checks.
 - 1.4. Check participants' own equipment, if provided, and confirm it is in safe working condition.
 - 1.5. Direct and assist participants to fit and adjust equipment; check comfort and safety of fit.
2. Brief participants and demonstrate sea kayaking techniques applicable to enclosed waters
 - 2.1. Explain planned objectives; communicate instructions and information about activity in a manner appropriate to participants.
 - 2.2. Encourage participants to ask questions and seek advice before and during session.
 - 2.3. Inform participants of known and anticipated risks, safety procedures, safe behaviour, safe areas and boundaries.
 - 2.4. Advise participants of roles and responsibilities of activity leaders, and communication protocols to use during activity.
 - 2.5. Demonstrate and explain correct techniques appropriate for the activity.
 - 2.6. Form a raft up of participants, as required, for demonstrations.
 - 2.7. Check and confirm participant ability to use and control equipment before activity commencement.
 - 2.8. Check matching of equipment and activities to participants and amend as required.
3. Lead and supervise sea kayaking activities in enclosed waters.
 - 3.1. Supervise activity according to designated role, adjusting position and role as required.
 - 3.2. Implement recreational instruction techniques to impart skills and knowledge for the activity.
 - 3.3. Provide clear and accurate instructions and or demonstrations throughout the session.
 - 3.4. Monitor participant performance and provide directions, encouragement and corrective instruction to improve techniques.
 - 3.5. Facilitate effective group communication and interaction to maintain group control, engagement and safety.

- 3.6. Implement required modifications to activity, location or route to ensure participant engagement and comfort, and completion within timelines.
4. Manage safety during sea kayaking activities in enclosed waters.
 - 4.1. Monitor activity conditions and hazards, including signs of participant difficulty, to ensure safety and welfare.
 - 4.2. Monitor participant behaviour and adherence to safety procedures, adjust level of supervision and assertively correct breaches, as required.
 - 4.3. Respond immediately to adverse participant reactions and hazardous situations.
 - 4.4. Complete ongoing risk assessments to minimise risk of injury to participants and others.
 - 4.5. Amend activities if risk is unacceptable; cease activities when required.
 - 4.6. Respond to emergency situations according to organisational safety, emergency response and first aid procedures.
5. Complete post activity responsibilities.
 - 5.1. Debrief participants and encourage discussion on their technique and satisfaction with session.
 - 5.2. Notify relevant personnel of activity completion.
 - 5.3. Retrieve equipment, inspect for wear or breakage, tag faults and store in designated area.
 - 5.4. Document any equipment faults and incidents including injuries and near misses.
 - 5.5. Evaluate the activity through a team debrief and identify improvements for future activities.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Reading skills to:	interpret detailed familiar organisational policies and procedures.
Writing skills to:	use fundamental sentence structure to complete forms such as safety checklists, equipment fault and incident reports that require factual information.
Oral communications skills to:	- provide clear and unambiguous instructions to participants using language and terms easily understood - ask open and closed probe questions and actively listen to

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| | determine participants' understanding of instructions. |
| Teamwork skills to: | <ul style="list-style-type: none">• pro-actively and cooperatively work within teams of leaders, support and operational staff to organise activity logistics, solve operational problems and deliver a quality experience to participants. |
| Planning and organising skills to: | <ul style="list-style-type: none">• manage own timing and that of participants to complete activities within organisational service times. |

Unit Mapping Information

No equivalent unit.

Links

Companion Volume Implementation Guides -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>

Assessment Requirements for SISOKYS004 Lead sea kayaking activities in enclosed waters

Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- lead three sea kayaking sessions for a group of participants according to predetermined activity plans
- across the three sessions, collectively use two different demonstration and instruction techniques
- during each session consistently manage participant adherence to safety procedures
- after each session, facilitate a debrief with participants and participate in a team member debrief
- utilise options provided in Assessment Conditions to:
 - determine a total of three required activity modifications to suit prevailing conditions and participant capabilities and responses
 - respond to a total of three different immediate safety risks that have arisen during activities
 - respond to a total of two emergency situations and complete two incident reports
 - complete two reports on equipment faults.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- organisational safety, emergency response and first aid procedures for sea kayaking activity sessions
- a range of demonstration and instruction techniques applicable to recreational activities
- appropriateness of different demonstration and instruction techniques for a range of ages and capabilities
- the importance of verbalising instructions during demonstrations and providing reasons for doing things in a certain way
- techniques used to:
 - build group cohesion
 - motivate and encourage participants to keep them engaged and challenged
 - provide constructive feedback to participants
- key principles of group dynamics and techniques used to manage positive group dynamics

- signs, stages and levels of conflict within groups and techniques used to resolve at various stages of escalation
- specific to sea kayaking activities in enclosed waters:
 - roles and responsibilities of different activity leaders and support staff
 - communication protocols used between participants and leaders during activities
 - how characteristics of participants affect the selection of equipment, including personal protective equipment:
 - age, size and weight
 - current experience in the recreational activity and skill level
 - fitness level and physical capabilities
 - injuries and medical conditions
 - emotional, behavioural and intellectual ability or disability
 - potential hazards and associated risks and safety procedures used to manage these
 - raft up techniques used for group demonstration and instruction.

Assessment Conditions

Skills must be demonstrated in enclosed waters which can be bays or harbours where no surf is present. The environment must feature the following:

- water with small breaking white capping waves up to 0.5 metre
- ideally moderate winds of 11-16 knots (Beaufort Scale); winds could vary but warnings should not exceed moderate wind conditions.

The following resources must be available to replicate industry conditions of operation:

- first aid equipment
- communication equipment for emergency response
- rescue equipment.

Assessment must ensure use of:

- a group of participants whom the individual leads
- real workplace situations, or simulated activities, or case study scenarios that test aspects of this unit that relate to:
 - activity modifications for prevailing conditions and participant needs
 - arising safety risks
 - emergency situations
 - equipment faults
- clothing and footwear suitable for the conditions
- Australian Standard, or equivalent, compliant lifejackets of a grade that meets maritime regulator requirements for the location
- helmets as required

- pea-less whistles not affected by water
- kayaks which can include:
 - single or double sit in kayaks
 - single or double sit on top kayaks
- sea kayak paddles
- activity plans
- template:
 - safety checklists
 - participant informed consents
 - equipment fault reports
 - incident reports
- organisational safety, emergency response and first aid procedures for sea kayaking activity sessions.

Assessors must satisfy the Standards for Registered Training Organisations requirements for assessors, and:

- have a collective period of at least three years' experience as a sea kayaking leader, guide or instructor, where they have applied the skills and knowledge covered in this unit of competency; the three years' experience can incorporate full and or part time experience.

Links

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