



Australian Government

Department of Education, Employment and Workplace Relations

SISOKYS303A Guide sea kayaking trips in easy to moderate conditions

Release: 2

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Modification History

Not Applicable

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to guide participants on day and or overnight sea kayaking trips in easy to moderate conditions. This unit focuses on the application of planning skills to make suitable arrangements to lead a group on a sea kayaking trip.

Application of the Unit

This unit applies to those working as sea kayaking guides who are responsible for planning, implementing and evaluating day and or overnight sea kayaking trips in easy to moderate conditions.

This may include those working for private outdoor adventure companies, volunteer organisations, not for profit organisations, government agencies, or group instructors in outdoor education programs.

Licensing/Regulatory Information

No licensing, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

Nil

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the Evidence Guide.
1. Plan a sea kayaking trip.	1.1. Conduct relevant assessments to determine the <i>condition of participants</i>. 1.2. Develop a trip <i>plan</i>, according to <i>relevant legislation</i> and <i>organisational policies and procedures</i>, to meet participant's needs. 1.3. Select a location that is suitable for participants and meets <i>session's aims and objectives</i>, relevant legislation and organisational policies and procedures. 1.4. Identify <i>hazards</i> associated with sea kayaking in <i>easy to moderate conditions</i> and manage <i>risks</i> to ensure personal safety of participants. 1.5. Access <i>relevant sources</i> to interpret detailed <i>weather and environmental information</i> to determine trip plan. 1.6. Determine <i>food and water requirements</i> according to <i>principles of nutrition</i> and <i>contextual issues</i> of the trip. 1.7. Inform <i>appropriate authorities</i> before and after the sea kayaking trip.
2. Select equipment for the group.	2.1. Select <i>sea kayaks</i> and <i>equipment</i> according to contextual issues and organisational policies and procedures, and check serviceability. 2.2. Assess sea kayaks and equipment for safety and suitability, and adjust and fit according to manufacturer's specifications. 2.3. Check safety and rescue equipment to ensure suitability to the group and planned trip. 2.4. Waterproof, pack and fasten equipment that is not required on hand and prepare sea kayak for transportation if required.
3. Brief participants.	3.1. Communicate instructions and <i>relevant information</i>

ELEMENT**PERFORMANCE CRITERIA**

- about the sea kayaking trip in a manner suitable to the participants.
- 3.2. Demonstrate packing of a sea kayak and sea kayaking techniques where required.
- 3.3. Establish a suitable communication system for participants to use while sea kayaking.
- 3.4. Outline **safety procedures** and confirm participants are properly equipped for the sea kayaking trip.
4. Lead the group and monitor progress.
- 4.1. Provide clear and concise direction and advice to group while navigating.
- 4.2. Identify potential hazards and manage their associated risks.
- 4.3. Evaluate paddling pace and spacing between sea kayaks throughout trip and alter accordingly.
- 4.4. Implement appropriate modifications to trip in regard to all **variable factors** that are monitored.
- 4.5. Respond accordingly to any emergency or non-routine situation.
5. Complete post trip responsibilities.
- 5.1. Retrieve, inspect, repair and store equipment according to organisational policies and procedures.
- 5.2. Evaluate **relevant aspects** of sea kayaking trip.
- 5.3. Identify potential areas of improvement for future sea kayaking trips.
- 5.4. Review own performance and identify potential improvements.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to:
 - consult with participants to plan a sea kayaking trip
 - convey information about the safety aspects of the trip
 - interact with participants to create a safe and positive sea kayaking environment
- problem-solving skills to:
 - make decisions affecting trip
 - respond to non routine situations
 - manage the group effectively
- planning and organising skills to source, allocate and coordinate resources, equipment and a suitable body of water with access to land for possible overnight stay
- language and literacy skills to:
 - produce a plan for the sea kayaking trip
 - complete post trip participant and self evaluations
- literacy and numeracy skills to read and interpret information on a sea chart and to calculate times and distances for the legs of a sea kayaking trip
- effective and efficient personal sea kayaking skills in moderate conditions to demonstrate and explain sea kayaking techniques to participants
- swimming skills to remove self from danger after a capsize and to manoeuvre sea kayak while in paddling gear
- navigate a sea kayaking trip along a certain route and or to a chosen destination
- first aid and emergency response and rescue skills appropriate to the location to enable initial response to emergencies and personal health care.

Required knowledge

- legislation and organisational policies and procedures to enable safe conduct of all activities
- minimal impact codes to enable protection of the environment
- information about local area to assist in the planning process and enable management of potential sea kayaking hazards and any special restrictions applying to the area
- sea and weather reading and assessment, such as the effect of tide, current, wind and local conditions on the sea kayaking activity
- equipment types, characteristics and technology used for sea kayaking in moderate conditions, the advantages and disadvantages of the range of equipment, and factors affecting appropriate selection of equipment
- clothing requirements for sea kayaking, such as wet weather gear to maintain warmth and sun protection to minimise sunburn and heatstroke
- care and maintenance of sea kayaking equipment to ensure prolonged life span and

safety requirements

- importance of a personal flotation device in keeping a person afloat and their head above water
- stroke, rolling and capsizing techniques used in moderate conditions
- swimming techniques to swim out of trouble and manoeuvre sea kayak while in water
- communication systems and signals used in sea kayaking
- principles of nutrition to maintain health during sea kayaking
- coastal navigation, chart reading and compass use applicable to sea kayaking in moderate conditions
- reading and assessment of the weather at sea to understand the dynamics and effect of the tide, current and wind conditions
- risks associated with sea kayaking in moderate conditions, and how to manage the risks
- emergency response and rescue procedures appropriate for sea kayaking, to ensure risk minimisation to self and group.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- plans within activity constraints and guides and monitors group in a safe and professional manner
- applies contingency management techniques to make adjustments in response to changing conditions or variable factors that may arise during sea kayaking trips
- encourages and responds to group feedback and evaluates and reflects on own guiding performance to identify strengths, weaknesses and areas that need improvement.

Context of and specific resources for assessment

Assessment must ensure guiding of groups on sea kayaking trips that are of sufficient breadth and duration to demonstrate competency and consistency of performance.

Assessment must also ensure access to:

- resources and information regarding participants and location to plan, guide and document sea kayaking trip
- a suitable sea kayaking location with easy to moderate sea conditions
- a suitable overnight site, if required
- participants to take part in the sea kayaking trip
- a suitable and safe method of transport, if required, to transport sea kayaks to and from activity location
- sea kayaking, navigation, overnight, first aid and safety and rescue equipment.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of planning and guiding processes and interacting with a group of participants, including conveying information for safe participation
- oral or written questioning to assess knowledge of relevant legislation and organisational policies and procedures to enable safe conduct of sea kayaking

trip

- observation of dealing with contingencies such as changing weather conditions and equipment failure
- review of sea kayaking trip plans
- third-party reports from a supervisor detailing performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended, for example:

- SISOOPS304A Plan for minimal environmental impact
- SISOOPS303A Interpret weather for marine environments
- SISOOPS204A Use and maintain a temporary overnight site
- PUAOPE002A Operate communications systems and equipment

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Condition of participants may include:

- previous experience
- physical development
- age
- injuries and illnesses.

Plan may include:

- aims and objectives
- date, time and duration of trip
- location, equipment and resources
- guide and participant ratios
- safety requirements
- risk and contingency management plans.

Relevant legislation may include:

- occupational health and safety
- permits or permission for access
- equal opportunity
- privacy
- working with children
- environmental regulations
- marine legislation.

Organisational policies and procedures may include:

- occupational health and safety
- time and budget constraints
- use and maintenance of equipment
- communication protocols
- confidentiality of participant information
- guide and participant ratios
- code of ethics.

Session's aims and objectives may include:

- developing sea kayaking skills
- education
- development
- therapy
- fitness targets
- recreation.

Hazards may include:

- temperature extremes
- slippery or unstable terrain
- dangerous animals and insects
- stinging trees and nettles

- dense vegetation
 - group management hazards
 - slippery or unstable shore
 - poor posture, poor technique
 - poor carrying techniques
 - loose or insecure craft when being transported.
 - other craft.
- Easy to moderate conditions** may include:
- areas where the coastline may be simple areas not involving overfalls, tidal races, difficult landings or open crossings
 - minimum winds 11 knots, according to the Beaufort Moderate scale
 - breaking overtopping waves up to 1.0 m
 - surf from 0.5 to 1.0 m
 - crossings to 4nm.
- Risks** may include:
- hypothermia
 - heat exhaustion
 - injuries
 - exhaustion
 - lost party or party member
 - equipment failure
 - capsize.
- Relevant sources** may include:
- Bureau of Meteorology
 - media
 - land managers or agencies
 - coastal patrol or coastguard
 - volunteer marine rescue
 - local knowledge.
- Weather and environmental information** may include:
- satellite images
 - daily and weekly forecasts
 - maximum and minimum temperatures
 - weather warnings
 - event warnings
 - river levels
 - synoptic charts
 - high and low tide predictions.
- Food and water requirements** may include:
- menu planning and preparation
 - range of foods.
- Principles of nutrition** may include:
- food groups
 - dietary guidelines
 - individual food requirements and allergies.

Contextual issues may include:

- weather conditions, including times
- season
- transport
- location
- trip distance and duration
- group objectives
- group size
- type of sea kayak.

Appropriate authorities may include:

- waterways departments
- surf rescue
- authorities
- supervisors.

Sea kayaks may include:

- single sea kayaks
- double sea kayaks.

Equipment may include:

- personal floatation device
- paddle with leash
- spray deck
- wet suit or weather gear
- ropes
- tie down straps
- safety and first aid equipment
- pumps
- sponges
- paddle float
- sea kayaking equipment
- navigation equipment
- communication equipment
- repair equipment.

Relevant information may include:

- Bureau of Meteorology
- media
- land managers and agencies
- coastal patrol or coastguard
- volunteer marine rescue
- local knowledge
- safety procedures
- logistical details
- risk management
- sea kayaking techniques
- responsible and safe behaviour.

Safety procedures may include:

- group launch and land
- group movement and spacing

- group signals (emergency actions)
- capsize procedures
- use of safety and rescue equipment
- foreseeable hazards and their associated risks and management techniques
- communication systems.

Variable factors may include:

- change of weather and conditions
- equipment failure
- participant's needs.

Relevant aspects may include:

- objectives
- planning process
- activity site
- weather
- equipment selection
- clothing selection
- food selection
- instructional content
- instructional technique
- assessment technique
- group feedback
- directing techniques
- rescue techniques employed.

Unit Sector(s)

Outdoor Recreation

Competency Field

Sea Kayaking