

Title	Plan, prepare, guide or instruct and evaluate canoeing activities on up to and including Class 2 water		
Level	5	Credits	15

Purpose	<p>This unit standard is intended for people guiding or instructing canoeing activities on up to and including Class 2 water.</p> <p>People credited with this unit standard are able to: prepare and plan for beginner and intermediate canoeing activities on up to Class 2 water; manage a group on intermediate canoeing trips on Class 2 water; apply effective risk, safety and emergency management for canoeing trips on Class 2 water; demonstrate and apply knowledge of accepted environmental practices, history and trends, and cultural awareness for canoeing in New Zealand; and evaluate a canoeing trip.</p>
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Classification	Outdoor Recreation > Canoeing - Kayaking
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Available grade	Achieved
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Guidance Information

- 1 All learning and assessment against this standard must be carried out in accordance with the following, as relevant:
 - relevant legislation including Health and Safety at Work Act 2015, Human Rights Act 1993, Vulnerable Children Act 2014 and Health and Safety at Work (Adventure Activities) Regulations 2016 and subsequent amendments;
 - relevant Activity Safety Guidelines published by Worksafe New Zealand; <https://www.supportadventure.co.nz/good-practice/activity-safety-guidelines-2/>;
 - industry Codes including the *Outdoor Safety Code*, *Kayaking/Canoeing Care Code*, *Water Care Code* and *Leave No Trace* principles available at <https://www.doc.govt.nz/>;
 - a recognised and approved safety management system including organisational policies and procedures including Emergency Action Plans (EAPs), Standard Operating Procedures (SOPs), and the use of personal protective equipment (PPE);
 - relevant industry publications and current industry good practice.
- 2 **Definition**
Current industry good practice means the range of actions currently accepted within the adventure and outdoor sector to manage the risk of harm to staff, participants, and visitors.

- 3 Grade 2 rapids have:
- (a) regular medium-sized waves of less than 1 metre; and
 - (b) low ledges or drops, easy eddies, and gradual bends; and
 - (c) a passage that is
 - (i) easy to recognise; and
 - (ii) generally unobstructed, although there may be rocks in the main current, overhanging branches, or log jams.
- 4 Further information regarding industry guidelines, key definitions and other relevant information can be found within the Canoeing programme guidance document. This document should be consulted when developing learning or assessment against this unit standard. It can be found at www.skillsactive.org.nz.

Outcomes and performance criteria

Outcome 1

Prepare and plan for beginner and intermediate canoeing activities on up to Class 2 water.

Performance criteria

- 1.1 Use identified aims and objectives to develop an activity plan for a guided or instructional canoeing day trip.
- 1.2 Create a trip plan for beginner and intermediate canoeing activities on up to Class 2 water.
- Range plan must include – route information, alternative routes, estimated paddling times and distances, any access or consent requirements.
- 1.3 Plan and prepare for safety and risk management for intermediate canoeing activities.
- Range includes – emergency routes and landings, weather forecast, intentions, communication equipment and emergency response and contact information.
- 1.4 Prepare gear and equipment lists for the group and individual participants and recommend individual nutrition and hydration requirements.
- 1.5 Justify emergency group gear and repair equipment selected for the planned canoeing trip.
- 1.6 Explain the use of a range of communication devices commonly used for canoeing in New Zealand.

Outcome 2

Manage a group on intermediate canoeing trips on Class 2 water.

Performance criteria

2.1 Prepare the group and carry out pre-trip briefing and checks.

Range includes but is not limited to – safety checks and set up, equipment checks, disclosure of relevant medical information by participants, hazards and procedure if instructor or guide becomes incapacitated.

2.2 Provide guidance on canoeing skills on Class 2 water.

Range may include but is not limited to – forward and reverse paddling, draw strokes, pry, stopping, side slip, eddy turns, ferry gliding.

2.3 Assess canoeing ability of individuals in the group and adapt canoeing trip as required.

2.4 Manage time in relation to the trip plan, group and water conditions using guiding or instruction techniques, pacing, and speed control.

2.5 Monitor and manage participants' paddling and apply a system to keep group together and everyone accounted for throughout the canoeing trip.

Outcome 3

Apply effective risk, safety and emergency management for canoeing trips on Class 2 water.

Performance criteria

3.1 Apply risk management strategies during a given canoeing trip and adjust plans when required.

3.2 Describe the assessment and management of an emergency situation including procedures for an incident or injury.

3.3 Observe changes in conditions and relate back to the weather forecast, and modify canoeing activity if required.

Range conditions include – weather, environment, water conditions, clouds, temperature and wind direction.

Outcome 4

Demonstrate and apply knowledge of accepted environmental practices, history and trends, and cultural awareness for canoeing in New Zealand.

Performance criteria

4.1 Role model respect for the environment through the personal application of environmentally sustainable principles.

- 4.2 Manage and monitor physical, emotional, and cultural needs of the group.
- 4.3 Describe the development of canoeing as an outdoor recreation activity in New Zealand in terms of the history and trends.
- 4.4 Describe contemporary ethics and issues in the canoeing environment.

Outcome 5

Evaluate a canoeing trip.

Performance criteria

- 5.1 Collect feedback from a range of sources including self-review and external feedback to identify areas of trip planning and management for improvement.
- 5.2 Evaluate feedback and self-reflect on own performance to identify guiding or instruction aspects for development.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	25 July 2019	31 December 2026
Review	2	25 July 2024	31 December 2026

Consent and Moderation Requirements (CMR) reference

0099

This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.