

Title	Plan, prepare, lead and evaluate an introductory sit-on-top kayaking activity on flat water		
Level	4	Credits	20

Purpose	<p>This unit standard is intended for people who lead introductory sit-on-top kayaking activities on flat water.</p> <p>People credited with this unit standard are able to: plan and prepare an introductory sit-on-top kayaking activity on flat water; demonstrate group and safety management for introductory sit-on-top kayaking activity on flat water; lead a group for an introductory sit-on-top kayaking activity on flat water; apply knowledge of environmental practices and cultural awareness for sit-on-top kayaking activities in New Zealand; and evaluate own performance as a sit-on-top kayak leader on flat water.</p>
----------------	---

Classification	Outdoor Recreation > Canoeing - Kayaking
-----------------------	--

Available grade	Achieved
------------------------	----------

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 Definitions

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.

Flat water means flat or sheltered water, including estuaries, river deltas, sheltered beaches, lakes, coastal inlets and swimming pools, when the wind strength and

direction do not compromise the safety and purpose of the activity. Currents may be present when the flow and the hazards pose no greater risk than flat water.

- 3 Further information regarding industry guidelines, key definitions and other relevant information can be found within the Sit-on-top Kayaking 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

Plan and prepare an introductory sit-on-top kayaking activity on flat water.

Performance criteria

- 1.1 Develop a plan for an introductory sit-on-top kayaking activity on flat water.
- Range plan includes – a defined purpose, logical sequence of progressions and activities, any consent or access requirements, individual and group gear and equipment needs.
- 1.2 Develop a pre-activity emergency plan for a specific sit-on-top kayaking activity on flat water.
- Range emergency planning includes but is not limited to – emergency equipment, internal and external communication, first aid kit contents, knowledge of group including their skill-set and health issues.
- 1.3 Select flat water location for kayaking activity using knowledge of any specific hazards and their associated risk management strategies.
- 1.4 Obtain a weather forecast and describe how it could affect the selected sit-on-top kayaking activity and the water at the selected location.
- 1.5 Perform pre-activity tasks including logging intentions, gathering medical information of participants, and completing pre-activity gear and equipment checks.

Outcome 2

Demonstrate group and safety management for an introductory sit-on-top kayaking activity on flat water.

Performance criteria

- 2.1 Explain emergency and first aid procedures for introductory sit-on-top kayaking activities on flat water.
- 2.2 Demonstrate group and safety management techniques and strategies during introductory sit-on-top kayaking activities on flat water.

Range includes – monitoring individual participant behaviour and ability, positioning self in relation to group, communication, keeping the group together and accounting for all group members.

Outcome 3

Lead a group for an introductory sit-on-top kayaking activity for flat water.

Performance criteria

3.1 Prepare and brief the group in terms of activity requirements, participant gear and equipment, nutrition, hydration, personal medication and emergency and first aid procedures.

3.2 Instruct introductory sit-on-top kayak paddling skills in a logical sequence with progressions.

Range skills must include – getting on and off kayak at the water edge and in deep water, use of equipment, effective paddling, moving the sit-on-top kayak forwards, backwards, turning, sideways, and stopping, swimming with kayak and paddle.

3.3 Use a range of leadership strategies to engage, encourage and motivate participants throughout the sit-on-top kayaking activity.

Outcome 4

Apply knowledge of environmental practices and cultural awareness for sit-on-top kayaking activities in New Zealand.

Performance criteria

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

4.2 Demonstrate awareness of the physical, emotional and cultural needs of the group by responding to identified needs.

4.3 Provide interpretation about the natural environment and cultural history of the local area to the group.

Outcome 5

Evaluate own performance as a sit-on-top kayak leader on flat water.

Performance criteria

5.1 Reflect on planning and own leadership practice to identify areas of success and areas for improvement.

5.2 Collect feedback from a variety of sources on the planning and leadership of a sit-on-top kayaking activity on flat water.

Range sources may include but are not limited to – supervisors, peers, participants.

5.3 Evaluate feedback and self-reflection to identify actions for improvement as a sit-on-top kayak leader on flat water.

Planned review date	31 December 2024
----------------------------	------------------

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	25 July 2019	N/A

Consent and Moderation Requirements (CMR) reference	0099
--	------

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

Comments on this unit standard

Please contact Skills Active Aotearoa Limited info@skillsactive.org.nz if you wish to suggest changes to the content of this unit standard.