

KAYAKING (UNCOVERED)

This SOP relates to all “uncovered” kayak sessions. These sessions could be run with Sit on top kayaks or sit in kayaks. No spray skirts are to be used (see *SOP kayaking closed cockpit* for kayak use with spray skirts).

OBJECTIVES

- For each participant to enjoy a fun Kayaking experience
- To learn and improve kayaking skills
- To have basic control of their kayak

INSTRUCTORS MUST

- Have a first aid kit (this can be left at the kayak shed)
- Ensure everyone on the water is wearing a correctly fitted PFD & helmet
- Wear correct PPE (BA with towline, Whistle, Helmet, closed toe shoes)

TIME

1.5-2 hours

INSTRUCTOR REQUIREMENTS

Signed off in Kayaking

CLIENTS REQUIREMENTS

- Follow instruction given by YMCA staff
- Dressed for the conditions
- Wearing closed toed shoes

LOCATION

- Kaitoke lake
- Offsite

Offsite kayaking needs approval from OEPM

WEATHER

Activity should not be run during thunderstorms. (Halt immediately if thunder is heard)

Ensure participants wear adequate clothing & paddle jackets in cold conditions

REQUIRED EQUIPMENT

Instructor needs to carry the following equipment

- 1st aid kit
- Cell phone

Activity equipment

- Kayaks
- Paddles
- PFDs

- Helmets

PRE ACTIVITY CHECKS

- All activity equipment need to be ready before the activity starts
- Raft building or another kayak session could be rostered on at the same time, check with other instructor of a plan.

SET UP

See *Kayaking AMP*

BRIEF

See *Kayaking AMP*

BEGINNING

Launching

Instructor should be on the water first.

- Line the kayaks up with the bow pointing towards the water the participant can sit in the boat and the assistant can help to push them into the lake, caution needs to be taken if they have paddles at this stage.
- Place the kayak into the water while holding the kayak steady the participant sits into the boat. This is very slow but can be a good strategy for nervous participants

MAIN CONTENT

There should be two main parts to a kayak session:

1. Skill development
2. games

The below teaching points are covered to enable the participant to have control of their boats, after each teaching point it is important to allow time to practice this can be in the form of a game, challenge or race.

- Forward paddling
- Sweep strokes
- Stopping
- Reverse paddling
- Draw stroke

Some game options include:

- races
- Raft Games
- Chariots
- Kayak stack
- Balance games
- Tug of war
- Sponge Tag
- Bulrush

DEBRIEFING

Debriefing is important part of the activity at YMCA Kaitoke, it is important to involve and listen to all participants; some options of discussions are below

1. What one thing that they have learnt that helped them the most
2. What did they enjoy most about the activity
3. What bit of advice would they give to someone about to start the activity

FINISHING

If another session is run after yours:

- Re-set all equipment as per AMP

If it is the end of the day:

- Kayaks are re-set as per AMP and tied together
- All other equipment is hung up in kayak shed

If it is the end of the Week:

- All equipment is put away in the kayak shed

Document History and Version Control			
Version	Date Approved	Approved by	Description
1.1	30 May 2017	Russ Jacobi	New history and version control table Minor changes throughout Added: requirement to wear helmets Kayaking AMP