

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



Section 1

Candidate		
Given name:	Family name:	
Address:		
Suburb:	State:	Postcode:
Phone: Home:	Work:	Mobile:
Email address:		
Date of Birth:	Male Female	Aboriginal or Torres Strait Islander

Section 2

National Training Provider:	
Assessor:	
AC registration number:	Phone number:
Trainer:	
AC registration number:	Phone number:

Award definition

Holders of the Flatwater Instructor Award are qualified to instruct, facilitate skill transfer to develop participants in order so that they may act independently or with minimal supervision in controlled conditions for inland kayaking and canoeing.

Section 3

Skill Component	Assessed in:	Canoe	Kayak
Prepare appropriate craft and equipment with consideration for safety, sun sense and hypothermia			
Launch and land efficiently			
Paddle the craft efficiently in moderate winds:			
– forwards, backwards, sideways and turning			
– using correct forward, reverse, draw and sweep strokes			
Show efficient use of low supports			
Competently participate in self and buddy rescues as rescuee and rescuer:			
Buddy rescue:			
- Wedge rescue/T rescue			
Self rescue:			
- Swim to shore with craft and gear			

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



Competently perform a tow

- Single tow
- In line tow

Form into and disperse from a raft

Secure craft for transport, secure equipment to craft

Plan and conduct a flatwater course:

- arrange venues
- arrange equipment
- arrange staff or assistants
- coordinate timetables
- coordinate logistics

Instruct:

- strokes
- launch and land
- appropriate rescues
- navigation
- preparing for an expedition
- deliver a theory training session
- deliver a practical training session

The candidate has demonstrated adequate skills in this component

Date:

Signature:

Evidence notes:

Section 4

Knowledge Component:

Select appropriate equipment and clothing with consideration of sun sense and hypothermia

Plan and navigate a three hour flatwater paddle

Store, operate and maintain appropriate safety and communication equipment

Interpret weather for a flatwater environment

Minimal environmental impact

Knowledge and maintenance of craft

AC's role, membership structure, your rights and responsibilities

Safety Guidelines, Minimal impact Guidelines, Risk Management Policy, Incident reporting requirements

Hazard identification and risk management program

Licensing, permits and other legal and behavioural laws and requirements

Understanding of selection of launching and landing sites

Maintaining log books

Instruction:

- correcting and training skills

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



- training and correctional models
- training trainers

The candidate has demonstrated competence in the above knowledge component

Date:

Signature:

Evidence notes:

Section 5

Experience component:

Provide a verified log showing over the previous two years at least:

Six trips of a minimum of three hours duration

Three guided flatwater activities of at least three hours duration as an observer under training or as an assistant Guide

As an observer under training or as an assistant Instructor:

- three paddling instructional activities of at least three hours duration
- two off-water sessions

The candidate has demonstrated the required experience in this component

Date:

Signature:

Evidence notes:

Section 6

Communication component:

Establish and maintain an effective communication system within a group of novices

Brief a group of novices on:

- purpose and duration of trip
- expected conditions
- correct posture
- setting up the craft
- strokes as required
- group movement requirements
- launching and landing
- actions in the event of an emergency

Deliver directions in a clear and concise manner

Debrief

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



Instruction:

- introduce a program including expectations, aims and outcomes, timing and movements
- demonstrate an understanding of recent developments in equipment and technique

The candidate has demonstrated adequate communication skills in this component

Date:

Signature

Evidence notes:

Section 7

Leadership component:

Manage launch and landing of a group of novices

Manage a group of novice paddlers on a trip , movement is based on prevailing conditions

Manage multiple capsizes and emergencies of novice paddlers

Manage group packing

Manage tows in moderate conditions

Lead a course:

- lead participants in a training course
- direct staff and assistants in training courses
- demonstrate on water leadership in training courses

The candidate has demonstrated adequate communication skills in this component

Date:

Signature

Evidence notes:

Section 8

Overall summary:

Signature:

Final completion date:

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



Section 9

Candidate's notes

I declare that all information contained in my application for an Australian Canoeing Instructional Award to be true and accurate at the time of submission, and that I shall notify Australian Canoeing in the event of change of information.

I have viewed the Assessor's remarks on the assessment components.

Candidate's comments

Signature:

Section 10

Application for registration

I, _____, hereby apply for registration as an AC Lifeguard, Leader, Guide or Instructor. In so applying and in consideration of my application for registration being accepted I acknowledge and agree that:

1. 'AC' for the purposes of this registration application and declaration means and includes Australian Canoeing Incorporated, its members (including State Associations and Affiliated Clubs) and where the context so permits, their respective directors, officers, members, servants or agents.
2. If accepted I will be registered as an AC Lifeguard, Leader, Guide or Instructor.
3. This document cannot be amended. If I do amend it my application will be null and void. It cannot be accepted by AC.
4. I acknowledge that as a Lifeguard, Leader, Guide or Instructor, I am an ambassador for AC and agree to present a positive image of myself, AC and the Awards Scheme.
5. The AC Constitution is a contract between AC and me. I will be bound by it and any Policies, Guidelines or Bylaws made under it. It is necessary and reasonable for promoting AC and canoeing.
 - a. For the avoidance of doubt, I acknowledge and agree to comply with the Constitution and By-laws of AC, in particular the Code of Behaviour in the AC Member Protection By-law;
 - b. I agree to comply with the Safety Guidelines;
 - c. I agree to comply with the AC Minimal Environmental Impact Policy.
6. Warning: Canoeing can be inherently dangerous. Serious accidents can and often do happen which may result in me being injured or even killed. I have voluntarily read and understood this warning and accept and assume the inherent risks in canoeing.
7. Exclusion of Liability: Except where provided or required by law and such cannot be excluded, I agree that it is a condition of my registration (if accepted) that AC is absolved from all liability

Australian Canoeing Award Scheme 2014

Assessment record

Flatwater Instructor (day instructor)



however arising from injury or damage however caused (whether fatal or otherwise) arising out of my registration and/or participation in any AC Activity.

8. Release and Indemnity: In consideration of AC accepting my application for registration I;
 - a. Release and forever discharge AC from all Claims that I may have or may have had but for this release arising from or in connection with my registration and/or participation in any AC Activity; and
 - b. Indemnify and hold harmless AC to the extent permitted by law in respect of any Claim by any person arising as a result of or in connection with my registration and/or participation in any AC Activity.
9. In this clause 8 'Claims' means and includes any action, suit, proceeding, claim, demand, damage, penalty, cost or expense however arising but does not include a claim in respect of any action, suit, etc made by any person entitled to make a claim under a relevant AC insurance policy or under the AC Constitution or any By-laws.
10. Fitness to Participate: I declare that I am and must continue to be medically and physically fit and able to participate in any AC Activity. I am not and must not be a danger to myself or to the health and safety of others. I will immediately notify AC in writing of any change to my fitness and ability to participate. I understand and accept that AC will continue to rely upon this declaration as evidence of my fitness and ability to participate.
11. I warrant that all information provided is true and correct.
12. Privacy: I understand that any information I provide to AC is necessary for the Objects of AC. I acknowledge and agree that the information will be used only for the Objects of AC and to provide me with registration services. I understand that I will be able to access my information. If the information is not provided my registration application may be rejected.
13. I acknowledge that AC may also use my personal information in accordance with the AC Privacy By-law. I may advise AC if I do not wish to receive from AC any AC sponsors or third parties' promotional material.
14. Copyright in photographs and right to use: I acknowledge and consent to photographs being taken of me during my participation in AC activities. I acknowledge that the photographs are owned by AC, and that AC may use the photographs for promotional or other purposes without my further consent being obtained.
15. I have read, understood, acknowledge and agree to the above declaration including the warning, exclusion of liability, release and indemnity. I acknowledge that if my application for registration is successful I will be entitled to all benefits, advantages, privileges and services of AC registration.

Signature:

Date: