



March 29, 2010

Kayak Instruction, Inc. is proud to support the ACA Assessment Program, assessments document achieving a higher level of paddling skill. ACA assessments are an effective way for camp/park staff or any paddler to gain and document their paddling skill level. The Coastal Kayaking Day -Trip Leading Assessment is a requirement of the Texas Parks and Wildlife Department to receive a State of Texas Paddlecraft License.

Kayak Instruction's ACA assessment programs are offered as one or two day programs. Kayaks, paddles and equipment can be provided to the paddler or students can provided their own equipment.

Our affordable one or two day assessment sessions are offered as private classes or for small groups of paddlers.

One Day Assessment Sessions:

Private Lesson:	\$250.00
Group of Two or Three Paddlers:	\$175.00 per paddler
Group of Four to Five Paddlers:	\$125.00 per paddler

Two Day Assessment Sessions:

Private Lesson:	\$500.00
Group of Two to Three Paddlers:	\$350.00 per paddler
Group of Four to Five:	\$250.00 per paddler

Kayak Instruction, Inc. is available to travel to provide an assessment program at a location near you. Travel expenses, based on location, will be added to the stated session fee, please contact us for additional information.

Contact:

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214-629-4794  
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*Please see below for details of the ACA Assessment Program.*

## Coastal Kayak Day Trip Leading Assessment Course General Overview for Participants

### Course Overview:

This course is intended to provide the minimum skills and training necessary for an adult leader possessing basic paddling skills (see prerequisite below) to lead a trip for participants with beginner level paddling skills, in gentle conditions, with apparent wind not exceeding 10 knots, waves not exceeding 1 foot and currents to 2 knots. The emphasis of this course is trip leading, safety education and rescue, not paddling instruction. The content is relevant for clubs, camps, scouts and other entities providing trips.

This is an Assessment Course with a written Examination, administered by a CK Instructor Trainer. Those desiring certification to teach kayak paddling should get ACA Instructor Certifications.

**Course Objectives:** Successful participants should be able to do the following:

- Plan a trip on protected waters, including a float plan with appropriate travel distances, contingency plans for weather, health problems, or equipment failures and notification procedures in case of an emergency.
- Screen potential trip participants for health and other relevant eligibility.
- Identify the most likely hazards to be encountered on a trip and know what precautions can be taken to avoid or minimize their effects.
- Determine what personal and group safety equipment is appropriate for a trip.
- Describe how to organize and effectively lead a group of paddlers on a trip including the appropriate use of assertiveness.
- Provide the basic elements that should be included in a “put-in” talk or pre launch briefing.
- Demonstrate basic paddling skills needed for maneuvering in moderate conditions of wind not exceeding 15 kts. and waves not exceeding 1.5 feet.
- Demonstrate effective self and assisted rescues appropriate for moderate conditions as above.
- Demonstrate how to properly effect and manage towing boats of tired or incapacitated paddlers.
- Demonstrate how to effectively recover and emergency repair boats and gear, on and off water.
- Demonstrate how to use chart and compass for trip planning and navigation.
- Demonstrate how to use rescue/signaling devices including cell phone and VHF radios. Understand the conditions when some of these will not work e.g. cell phones.

**Prerequisites/Previous Experience:** - Basic Coastal Kayak course or equivalent skills (e.g. ACA Assessment Level 2)

- **Course Location:** Protected waterways with easy access, shore classroom and access to course appropriate conditions for on water, training, practice and assessment. Class to be conducted within ½ mile of shore.
- **Course Duration:** 16 hours minimum (Instructors Trainers may adjust the course length at their discretion.)

- **Type of Boat(s):** Solo or Tandem Kayaks (IT discretion) with deck lines and flotation fore and aft.

Spray skirts will be used for at least part of the course.

Being certified in Wilderness First Aid and CPR is strongly recommended.

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## Coastal Kayaking – Level 1 Skills Assessment

**ASSESSOR:** Level 1: Introduction to Kayaking Instructor

**VENUE:** Sheltered water, not a swimming pool

### **KAYAK & EQUIPMENT**

- General purpose kayak or sea kayak equipped with suitable floatation, deck lines (recommended) and grab loops
- PFD, paddle, food, drink, spare clothing and whistle
- Clothing suitable for immersion and appropriate to the conditions

### **STROKES & MANEUVERS**

- **LIFTING ~ CARRYING:** Good, safe technique
- **LAUNCHING:** Low dock, or bank, for entering boat
- **EFFICIENT FORWARD PADDLING:** 100 yards in a reasonably straight line
- **STOP:** Stop the kayak from a good speed, forwards and reverse
- **REVERSE:** 25 yard paddle with reasonable control, looking over shoulder
- **ROTATE 360° ON THE SPOT:** Spin kayak using full forward and reverse sweeps
- **TURNING ON THE MOVE:** Sweep strokes underway to turn boat
- **FIGURE OF 8:** Paddle a figure of 8 course using a variety of strokes
- **LANDING:** Return to dock or bank and exit boat
- **DRAW SIDEWAYS:** Move the boat sideways 10 feet, both sides
- **RUDDERING:** Trailing paddle to keep the boat straight at reasonable speed
- **PREVENTING A CAPSIZE:** Low brace recovery to prevent off balance boat from capsize

### **RESCUE & RECOVERY**

- **WET EXIT:** Capsize and wet exit, swim boat to shore and empty

### **KAYAK TRIPPING**

- **ONE DAY TRIP:** Evidence of at least one day trip of at least 3 nautical miles

### **TECHNICAL KNOWLEDGE**

- **EQUIPMENT:** Have a working knowledge of paddling equipment
- **SAFETY:** Understand the dangers of kayaking and how to avoid trouble
- **HYPOTHERMIA ~ HYPERTHERMIA:** Know symptoms and treatment
- **ENVIRONMENT ISSUES:** understand ecology, seamanship and water sense
- **TRIP PLANNING:** Comfortable in preparing for a short day trip
- **GROUP AWARENESS:** Familiar with whistle and paddle signals and group dynamics
- **GENERAL:** Familiar with the different disciplines of paddle sport
- **SECURING BOATS TO RACK:** Attach kayak to rack using rope and suitable knots, or straps

## Coastal Kayaking – Level 2 Skills Assessment

**ASSESSOR:** Level 2 Essentials of Kayak Touring Instructor

**VENUE:** Sheltered water, not a swimming pool

### **KAYAK & EQUIPMENT**

- General purpose kayak or sea kayak equipped with suitable floatation, deck lines and grab loops
- PFD, spray skirt with release strap, paddle, food, drink, spare clothing, whistle
- Clothing suitable for immersion and appropriate to the conditions

### **STROKES & MANEUVERS**

- **LIFTING ~ CARRYING:** Good technique with a variety of options
- **LAUNCHING:** Low dock or bank
- **EFFICIENT FORWARD PADDLING:** 200 yards paddle in a reasonably straight line
- **EFFICIENT REVERSE PADDLING:** 50 yards paddle in a reasonably straight line
- **STOP:** Stop the kayak from a good speed, forwards or reverse
- **ROTATE 360° ON THE SPOT:** Spin kayak using full forward and reverse sweeps
- **PADDLE A FIGURE OF 8 COURSE:** Using reasonable control
- **DRAW SIDEWAYS:** Move the boat sideways 15 feet with good directional stability
- **PREVENT CAPSIZE:** Effective low and high braces, with boat well off balance
- **RUDDERING:** Trailing stern rudder to keep the boat straight at reasonable speed
- **TURNING ON THE MOVE:** Sweep strokes while underway to turn boat
- **LOW BRACE TURN:** A sweep stroke followed by a low brace with inside tilt to assist efficiency
- **LANDING:** At low dock/bank under control without use of paddle and no damage to boat or bank

### **RESCUE & RECOVERY**

- **WET EXIT:** Capsize and wet exit with sprayskirt, knows emergency procedure w/o grab loop
- **DEEP-WATER RESCUE:** Assisted drain and re-enter both as victim and rescuer
- **SWIM RESCUE:** Swim to shore (25 yards) in full paddling gear and drain boat
- **RAFTING UP:** For stability
- **PADDLE FLOAT SELF RESCUE:** Demonstrate self rescue using a paddle float

### **DEVELOPING SKILLS (not required to pass)**

- **SCULLING DRAW:** Comfort with good paddle articulation
- **BOW RECOVERY:** Assisted recovery as victim and rescuer, using partners bow or stern to right the capsized kayak
- **EDGING ~ BOAT TILT:** Paddle a circle while edging both on and offside
- **SCULLING FOR SUPPORT:** Support from proper blade articulation and rotation

### **KAYAK TRIPPING**

- **ONE DAY TRIP:** Show evidence of at least one day trip of at least 5 nautical miles

### **TECHNICAL KNOWLEDGE**

- **EQUIPMENT:** Have a working knowledge of paddling equipment
- **SAFETY:** Understand the risks of kayaking and avoidance possible
- **HYPOTHERMIA ~ HYPERTHERMIA:** Recognition and treatment

- ENVIRONMENTAL ISSUES: Leave No Trace etc, ecology
- TRIP PLANNING: Comfortable in preparing for a short day trip
- GROUP AWARENESS: Familiar with whistle and paddle signals
- GENERAL: Familiar with the different disciplines of paddle sport, seamanship
- SECURING BOATS TO RACK: Attach kayak to rack using rope and suitable knots, or straps

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## Coastal Kayaking – Level 3 Skills Assessment

**ASSESSOR:** Coastal Kayak Level 3 Coastal Kayaking Instructor

**VENUE:** Sheltered water

### **KAYAK & EQUIPMENT**

- General purpose kayak or sea kayak, equipped with suitable floatation, deck lines & grab loops
- PFD, spray skirt with release strap, paddle, food, drink, spare clothing, whistle
- Clothing suitable for immersion and appropriate to the conditions
- First Aid kit

### **STROKES & MANEUVERS**

- **LAUNCHING AND LANDING:** Efficient technique with a variety of put – ins
- **EFFICIENT FORWARD PADDLING:** 500 yards paddle with clear body rotation, directional control, and ability to change pace
- **EFFICIENT REVERSE PADDLING:** over a figure of 8 course, with good boat control, using correct strokes and edging
- **TURNING ON THE MOVE:** turn with minimum speed loss, initiate with a forward sweep
- Low brace turn with onside tilt
- High brace turn with onside tilt
- Bow rudder with tilt
- **ROTATE 360° ON THE SPOT:** Spin kayak using boat tilt and forward and reverse sweeps
- **EDGING ~ BOAT TILT:** Edging to assist in turning in a circle with full sweep strokes and gunwale deep outside edge to assist turn. Forward and Reverse
- **RUDDERING:** Trailing stern rudder to keep the boat straight at reasonable speed and able to adjust direction both left and right with paddle on each side
- **DRAW SIDEWAYS:** move the boat sideways 15 feet using good directional stability with
- **DRAW TO THE HIP**
- **SCULLING DRAW**
- **DRAW ON THE MOVE** - forward and reverse
- **SIDESLIP** - forward and reverse
- **PREVENT CAPSIZE:** Efficient low and high brace recoveries, with the boat moving and off balance to the point of capsize, followed by forward paddling
- **SCULLING FOR SUPPORT:** Low and high brace positions with proper blade articulation

### **RESCUE & RECOVERY**

- **WET EXIT:** Comfortable capsize and wet exit with sprayskirt attached
- **SELF RESCUE:** Using a technique such as re-entry and roll, paddle-float reentry, paddle-float reentry and roll, cowboy rescue/ scramble
- **DEEP WATER RESCUE:** Assisted drain and re-enter both as victim and rescuer.
- **TOWING AND TOWLINE USE:** Understand tow systems and their risks, be able to solo tow a victim and demonstrate emergency release of the tow

- CONTACT RESCUES: Demonstrate ability to tow or push another kayaker a short distance without use of a tow line
- SWIMMER RESCUE: Stern toggle tow, bow push, and back-deck
- BOW, STERN AND PADDLE RECOVERY: Confident capsize and rescues both as victim and rescuer using bow, stern and paddle presentation techniques

### **DEVELOPING SKILLS / MANUEVERS ETC (not necessary to pass)**

- KAYAK ROLL: Come up within three attempts using any shoulder protected kayak roll. The candidate should be working on a roll that can be depended upon in conditions
- CURRENT and WIND CONDITIONS: Evidence of maneuvers, rescue and recovery techniques in more challenging conditions, as well as an understanding of basic hydrology
- NAVIGATION: Have comprehension of chart and compass use for basic navigation skills
- SEAMANSHIP: Knowledge of rules of the road, weather conditions and effects
- LEADERSHIP: Have an understanding of group leadership techniques/methods in mild conditions

### **KAYAK TRIPPING**

- THREE-DAY TRIPS: Show evidence of, three or more day trips, of at least 10 nautical miles.

### **TECHNICAL KNOWLEDGE**

- EQUIPMENT: Have a working knowledge of all paddling equipment
- SAFETY: Understand the risks of kayaking, avoidance and management
- HYPOTHERMIA ~ HYPERTHERMIA: Recognition, avoidance and treatment
- FIRST AID / CPR: Basic knowledge, strongly suggest WFA as a minimum
- ENVIRONMENTAL ISSUES: Leave No Trace, ecology and marine environment
- TRIP PLANNING: Comfortable in preparing logistics for a longer, more exposed day trip
- GROUP AWARENESS: Familiar with whistle and paddle signals, group dynamics and safety
- CAR- TOPPING AND CARRYING: Good transport techniques using straps, or knots including figure 8, or bowline, truckers hitch and round turn with two half hitches

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## Coastal Kayaking – Level 4 Skills Assessment

**ASSESSOR:** Coastal Kayak Level 4 Open Water Instructor

**VENUE:** Open water, wind to 11-16 knots, surf to 3 feet (1 Meter), current to 3 knots ~

### **KAYAK & EQUIPMENT**

- Sea kayak equipped with suitable floatation, deck lines and grab loops
- PFD, helmet, spray skirt with release strap, paddle, spare paddle, whistle
- Food, drink, and warm drink
- Spare clothing/ shelter
- Paddle clothing suitable for immersion, appropriate for the conditions
- First Aid kit
- Repair kit

### **STROKES & MANEUVERS ON OPEN WATER**

- LEVEL 3 AWARD: Any elements from your prerequisite L/3 award
- LAUNCHING AND EMBARKING: Good technique with boat floating in a variety of conditions / scenarios
- EFFICIENT FORWARD PADDLING: 500 yards paddle with good body rotation, and control over pace and direction
- EFFICIENT REVERSE PADDLING: Over a figure of 8 course with good boat control and variety of strokes
- TURNING ON THE MOVE: Quickly turn, with minimum speed loss, starting with a forward sweep
- Low brace turn with onside tilt
- High brace turn with onside tilt
- Bow rudder with tilt
- ROTATE 360° ON THE SPOT: Spin kayak using deep offside boat tilt and full sweeps
- EDGING ~ BOAT TILT: Edging to assist in turning with sweep strokes and gunnel deep offside edge - forward and reverse
- RUDDERING: Trailing stern rudder to keep the boat straight at reasonable speed in following seas with paddle kept on one side (demonstrate both sides)
- DRAW SIDEWAYS: move the boat sideways 15 feet using good directional stability with:
  - HIP DRAW
  - SCULLING DRAW
  - DRAW ON THE MOVE: forward and reverse
  - SIDESLIP - forward and reverse
- PREVENT CAPSIZE: Efficient low and high brace recovery on both sides with the boat moving and off balance to the waist followed by forward paddling
- NEGOTIATE MODERATE WIND AND SEA CONDITIONS
- PADDLING comfort with all above techniques in moderate sea conditions
- DEMONSTRATE ABILITY to paddle in a head sea, beam sea, quartering sea and following sea
- DEMONSTRATE ABILITY to turn up and down wind efficiently
- DEMONSTRATE ABILITY to hold position

- NEGOTIATE MODERATE SURF
- LAUNCH AND LAND forwards under control (without being surfed)
- LAUNCH AND LAND backwards under control (without being surfed)
- HOLD POSITION in surf
- SURF, BROACH AND SIDE SURF
- NEGOTIATE MODERATE CURRENT: (3 knots)
- COMFORT establishing a ferry angle - forward and reverse
- CONTROL in peeling out and eddy turns

### **RESCUE & RECOVERY**

- WET EXIT: Comfortable capsize and wet exit in rough conditions/ current
- SELF RESCUE: Re-enter kayak in rough conditions without assistance and pump out boat
- ASSISTED RESCUE: Demonstrate efficient assisted drain and reenter in rough conditions as victim and rescuer
- SOLO TOWING: Tow a victim without help in rough conditions making appropriate use of long and short tow line and demonstrate emergency release of the tow
- ASSISTED TOWING: Tow a victim with help from a third kayaker to provide stability
- ASSISTED TOWING: Tow a victim with help from a third towing kayaker to provide propulsion
- RAFTING: Demonstrate ability to raft up with another kayaker to provide stability in rough conditions
- CONTACT TOWING: Demonstrate ability to tow or push another kayaker without use of a tow line in rough conditions
- BOW / STERN/PADDLE ASSISTED RECOVERY: Confident capsize and rescue both as victim and rescuer using bow, stern and paddle presentation techniques in rough conditions
- KAYAK ROLL: Roll without a set-up, come up within three attempts in conditions
- RE-ENTER AND ROLL: Come up within three attempts
- LEADERSHIP: Ability to lead a group in moderate conditions

### **KAYAK TRIPPING**

- DAY TRIPS: Show evidence of at least three all day trips of 12-15 nautical miles in a variety of conditions
- MULTI-DAY TRIP: Show evidence of at least one multi-day journey involving overnight camping

### **TECHNICAL KNOWLEDGE & SEAMANSHIP**

- EQUIPMENT: Have a working knowledge of all paddling and safety equipment
- SAFETY: Understand the risks of exposed kayaking and how to avoid/manage trouble
- HYPOTHERMIA ~ HYPERTHERMIA:  Good understanding recognition, avoidance and treatment
- FIRST AID/ CPR: Basic knowledge, strongly recommend WFA as a minimum
- ENVIRONMENTAL ISSUES: Leave No Trace, understand ecology, conservation
- TRIP PLANNING: Comfortable in preparing logistics for a long, exposed day trip

- **GROUP AWARENESS:** Familiar with whistle and paddle signals, group dynamics and safety
- **GROUP LEADERSHIP:** Familiar with group management practices in moderate conditions
- **GENERAL:** Marine environment, understanding the effects of wind, tide, land masses and current on paddlers.
- **KNOTS:** Tie a bowline, figure 8, clove hitch, round turn and 2 half hitches, trucker hitch
- **REPAIRS IN THE FIELD:** Demonstrate use of repair kit
- **PACKING ~ TRIMMING:** Loading a kayak for a multi-day journey
- **NAVIGATION:** Chart reading and plotting, symbols, depths, drying heights, hazards, bouyage, tidal / current predictions, selection of escape routes, use of ranges and line of position (LOP)
- **COMPASS USE:** Taking bearings, fixing position and following heading for course made good.
- **COAST GUARD:** Demonstrate knowledge of rescue tools and how to use them, include use of radio, flares and other signals
- **WEATHER:** Know sources of weather forecasts and understand how to interpret them
- **LOCAL CONDITIONS:** Familiarizing and understanding the local paddling area, local traffic and potential hazards
- **SEAMANSHIP:** Rules of the Road, including collision regulations, light and sound signals

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