

Tour introduction

- 1) Introduce yourself and have each participant introduce him or herself.
 - a. If the group is a tour group rather than individuals do not have them introduce themselves, as they already know each other.
Guide introductions are still appropriate.
- 2) Describe the tour route, possible wildlife sightings and sightseeing options.
- 3) Mention the fact there are inherent risks in kayaking and hiking and that they need to pay close attention to the talk.
- 4) Ask if there are any questions.
- 5) Ask clients to privately discuss any allergies, medical conditions or concerns with the guides prior to the safety talk.

Paddling techniques

- 1) Paddle
 - a) Demonstrate how to properly hold a paddle, i.e. 'the paddler's box.'
 - b) Describe the parts of the paddle
 - drip ring
 - blade front and back, top and bottom
- 2) Paddling/Body Mechanics
 - a) Use of upper body rotation and torso.
 - explain why use of arms alone is more tiring.
 - over exaggerate movements so that they may be easily seen.
- 3) Demonstrate Paddle Strokes (have clients air paddle to show comprehension)
 - a) Forward paddle stroke
 - show where paddle should enter and exit water on stroke and the depth of the paddle stroke
 - b) Demonstrate reverse stroke
 - c) Sweep stroke
 - d) Low brace
- 4) Rudder Use
 - a) Raised for launch/land.
 - b) Provides turning power in tandems
- 5) Roles of Paddlers
 - a) Offer guidance
 - b) Generally most coordinated in rear seat
 - Front paddler
 - sets pace
 - foot pegs for bracing only
 - Rear paddler
 - follows pace
 - use of foot pegs in relationship to rudder for steering
 - left foot forward=left turn
 - right foot forward=right turn
 - opposing foot must give to provide slack

-don't force pegs

6) Ask if clients have any questions

Demonstrate Use of Kayak

1) Explain the Basic Parts of a Tandem Kayak

- a) Hatches
- b) Bulkheads
- c) Cockpits
- d) Rudder

*Clients are rarely allowed to use single kayaks. Such use must ALWAYS be cleared with a member of SC management.

2) Getting into Kayak

- a) Use of paddle as a tripod
- b) Butt on deck first, feet into cockpit second
- c) Never stand in a boat!

3) Sitting in Kayak

- a) Points of contact
 - rear, thighs, feet
- b) Feet on foot pegs
 - demonstrate how to properly adjust foot pegs

4) Attaching Spray Skirt

- a) Begin a back, work towards front
 - lean back...leaning forward pulls skirt off
- b) Grab loop must be exposed

5) Ask if clients have any questions.

Rescue procedures

1) Demonstrate most likely ways to tip over

- a) Leaning or reaching over the side of the kayak
- b) Raising arms/paddles high into the air
- c) Panicking in boat wake/rough water
 - never stop paddling in rough water

2) Reiterate low brace

- a) Demonstrate while in boat on beach

3) Demonstrate Wet Exit

- a) Remind clients to do their best to avoid panicking
- b) Remove spray skirt
 - find cockpit combing
 - run hands forward to grab loop
 - pull grab loop up and forward

- c) Push out of kayak
 - remind clients their PFD will bring them to the surface
 - d) Help partner out of kayak if not already out
- 4) Demonstrate climbing on top of overturned kayak
- a) Use of voice or whistle to gain attention
- 5) Demonstrate assisted rescue
- a) Guide and client right tandem
 - b) Guide braces tandem
 - c) Guide verbally instructs client how to reenter kayak
 - pull body onto deck behind cockpit
 - using lines and combing for grip
 - kicking feet to propel body weight
 - slide feet into cockpit
 - slide body into cockpit
 - corkscrew body towards rescuer
 - d) Bilge cockpit
- 6) Explain what happens afterwards
- a) Paddle to shore
 - b) Change into dry clothing
 - guide carries hypothermia kit
 - c) Return to launch
- 7) Explain on-water communication signals
- a) Always within speaking distance
 - b) One whistle blast “look at me”
 - used to direct clients attention to guide
 - c) Hand signals
 - Stop
 - hand up, palm toward receiver
 - Come closer
 - wave hand towards chest repeatedly
 - d) Remind clients that the group will always paddle as a group and will travel at the speed of the slowest paddlers.
- 8) Ask if the clients have any questions. Also ask clients to inform a guide if there are any relevant health issues the guides should be aware of.

Fitting Clients to Kayaks

- 1) Move kayaks to waters edge
 - a) Kayak remains on dry land
- 2) Have clients get into kayaks
 - a) Use tripod method

- b) Do not stand in boats
- 3) Assist with adjustment of foot pegs
 - a) Slight bend in knees
 - b) Good contact with boat
- 4) Assist with attachment of spray skirt
 - a) Check each person's skirt to see if grab loop is exposed
 - 6) Explain to clients it is up to them to participate in mitigating their own risks too.
 - 7) Ask if the clients have any questions