



River Canoe Day Trip Leading

(Skills Assessment)

Course Overview: The **River Canoe Day Trip Leading** course is designed to introduce the minimum skills necessary for an individual to lead a day trip on moving water. This course is appropriate for all types of tandem and/or solo canoes. It can be taught tandem, solo, or both.

Essential Eligibility Criteria (EEC):

ACA courses are open to all individuals who acknowledge the ability to perform the following essential eligibility criteria.

1. Breathe independently (i.e., not require medical devices to sustain breathing)
2. Independently maintain sealed airway passages while under water
3. Independently hold head upright without neck / head support
4. Manage personal care independently or with assistance of a companion
5. Manage personal mobility independently or with a reasonable amount of assistance
6. Follow instructions and effectively communicate independently or with assistance of a companion
7. Independently turn from face-down to face-up and remain floating face up while wearing a properly fitted life jacket*
8. Get on / off or in / out of a paddlecraft independently or with a reasonable amount of assistance*
9. Independently get out and from under a capsized paddlecraft*
10. Remount or reenter the paddlecraft following deep water capsize independently or with a reasonable amount of assistance*
11. Maintain a safe body position while attempting skills, activities and rescues listed in the appropriate Course Outline, and have the ability to recognize and identify to others when such efforts would be unsafe given your personal situation*

** To participate in adaptive programs, participants must acknowledge only the first six EEC listed above. Entry-level adaptive programs will involve teaching and practicing EEC #7-11.*

Course Prerequisites: Level 2: Essentials of River Canoeing course or Level 2: Essentials of Canoe Touring course or equivalent skills

Assessor: Level 3: River Canoeing Instructor Trainer/Educator (or higher), Level 4: Whitewater Canoeing Instructor (or higher), or Level 3: River Canoeing Instructor with the Trip Leading Endorsement

Course Duration: 2 or more days

Course Location / Venue: Easy moving water up to and including class I-II rapids



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Class Ratio: **Tandem:** 6 Students : 1 Instructor; with an additional instructor or qualified assistant the ratio can be 12 : 2
Solo: 5 Students : 1 Instructor; with an additional instructor or qualified assistant the ratio can be 10:2

Succeeding courses:

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Level 3: River Canoeing
Level 4: Whitewater Canoeing
Level 5: Advanced Whitewater Canoeing

The following is a general summary of course content for the **River Canoe Day Trip Leading** course. The content covered and sequence of instruction should be adjusted to best fit the participant's needs, class location and time allowance.

Course Content

Introduction, Expectations, & Logistics:

- Welcome, introductions, paperwork
- Student & instructor course expectations and limitations
- Course itinerary & site logistics
- Review waiver, assumption of risk, challenge by choice, medical disclosure
- About the ACA
- PFD policy (always wear on water)
- Appropriate personal behavior
- No alcohol / substance abuse
- Proper etiquette on & off the water
- Respect private property
- Practice Leave No Trace ethics

The Paddling Environment:

- 4 W's: Wind, Waves, Weather, Water
- River Classifications

Personal Preparation:

- Personal ability
- Swimming ability
- Water comfort & confidence
- Fitness, conditioning, and warm up
- Safe paddle and boat handling
- Safety and rescue considerations
- Personal equipment (reviewed by Instructor)

Getting Started:

- Warm up and stretching
- Personal clothing & equipment
- Loading and unloading: racks, trailers: straps, ropes
- Knots: figure 8 or bowline, trucker's hitch and 2 half hitches
- Canoe carries: overhead and suitcase
- Launching / landing from shore or dock
- Canoe trim
- Posture, rocking and balance
- Positions in the canoe (students may select sitting or kneeling stance)
- Canoe terminology & nomenclature
- Concepts of Paddling
- Trip Planning - 6P's: Prior Proper Planning Prevents Poor Performance
- Group Dynamics
- Judgment
- Local regulations
- River etiquette

Equipment:

- Personal
 - Lifejacket (PFD)
 - Correct type
 - Right size
 - Proper fit
 - Paddle
 - Water proof containers
 - Appropriate clothing



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- Personal items
- Items not to bring
- Group
 - First Aid kit
 - Repair kit
 - Rescue equipment
 - Throw ropes
 - Spare paddles
 - Shelter
 - Fire making kit
 - Water purification
 - Sanitation equipment
- Boat:
 - Bailer, painter, yoke, extra flotation
- Additional Equipment

Trip Leader Characteristics:

- Skills
 - Competent canoeist
 - Good communication skills
 - Appropriate safety training
 - Use of good judgment
 - Total awareness of environment
- Qualities
 - Mature decision maker
 - Considers group safety over the wants of an individual
 - Makes safety decisions, including trip cancellation
 - Applies appropriate discipline
 - Takes final responsibility
- Knowledge
 - Group organization
 - Buddy boats
 - Lead / Sweep Boat
 - Communication systems
 - Signals: Whistle, Paddle, Hand
 - Radios
 - Cellular phone
 - Venue
 - Emergency procedures
 - Proper etiquette on & off the water
 - Leave no Trace ethics

Trip Preparations & Planning:

- Leader/participant ratio guidelines
 - 1:10, with a qualified assistant
 - Additional factors may warrant additional leaders (conditions or participant skill level)
- Appropriate venue selection
- Accurately assessing the group's skill level
- Acquire information on venue
- Develop a Float Plan
 - Driving Directions
 - Put-in & Take-out locations
 - Schedule with approximate times
 - Procedures if trip returns past scheduled time
- Roster
 - Trip Leaders
 - Participants
 - Contact phone numbers
 - Emergency contact numbers
- Emergency Contact Information
 - Designated group contact person
 - Local rescue agency
 - Appropriate governmental agency
- Contingency plans for:
 - Weather
 - Change in water levels
 - Medical problems
 - Equipment issues
 - Evacuation routes
- Documentation
 - River Permits
 - Parking Permits
 - Landowner permission
 - Waivers, medical disclosures, parental permission
- Develop a planning & training schedule (if appropriate)
- Determine methods of skill verification:
 - Canoeing ability
 - Swimming ability
- Determine:
 - Trip rules



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- Acceptable behavior
- Disciplinary consequences
- Discuss personal & group equipment
- Obtain: waivers, medical disclosures, parental permission
- Organize transportation & shuttles

Trip Hazards & Prevention:

- Environmental Hazards
 - Air temperature
 - Water temperature
 - Cold Shock / Hypothermia / Hyperthermia
- River Dynamics
 - River Features
 - Flow volume
 - Gradient/elevation changes
 - Currents
 - Broaching (lean into obstacle)
 - Pins and entrapments
 - Strainers
 - Hydraulics
 - Undercut rocks/Ice
 - Dams/Flow diversion structures
- Prevention
 - Proper planning
 - Proper skill training
 - Use good judgment
 - Say 'no' if uncomfortable

The Put-in Talk:

- Communication
 - Review Float Plan
 - Signals: Whistle, Paddle and Hand
- Group Organization
 - Paddling Partner
 - Buddy Boat
 - Lead/Sweep Boats
 - Group Equipment
- Safety / Emergency
 - Check Lifejacket(PFD) for size & fit
 - Weather & water temperatures
 - Swimming in current:
 - defensive & aggressive

- Capsize
- Boat pin
- Etiquette

Review of Paddling Skills (moving water):

Strokes:

- Tandem (Bow)
 - Forward
 - Back
 - Draw
 - Bow Draw
 - Cross Bow Draw
 - Push Away
 - Pry
 - Sweeps: Forward / Reverse
- Tandem (Stern)
 - Forward
 - Back
 - Draw
 - Stern Draw
 - Push Away
 - Pry
 - Stern Pry
 - Sweeps: Forward / Reverse
 - Forward w/Rudder
 - Forward w/Stern Pry
 - Forward w/J Stroke
- Solo
 - Forward
 - Back
 - Draw
 - Bow Draw
 - Cross Bow Draw
 - Stern Draw
 - Push Away
 - Pry
 - Stern Pry
 - Sweeps: Forward / Reverse
 - Forward w/Rudder
 - Forward w/Stern Pry
 - Forward w/J Stroke

Maneuvers:

- Forward: Paddle in a straight line
- Reverse: Stop & reverse reasonably straight backwards
- Spin: Pivot the canoe – onside & offside
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- Abeams: Move sideways without headway
- Turn: Turn in arc while underway
- Front Ferries
- Eddy Turns
- Peel Outs

River Running:

- Strategies in river running
 - Upstream & downstream Vs
 - Bends
 - Use of eddies
- How to paddle in current
- Scouting (Boat / Shore)
- Use of good judgment
- Total awareness of environment
- Group organization on the river
- River Signals / Communication
- Emergency Procedures

Safety & Rescue:

- Responsibility:
 - Group; Individual, Rescuer; Victim
- Rescue Priorities: People, Boats & Gear
- Signals: Whistle, Paddle and Hand
- Group Management / Communication
- Cold Shock, Hypothermia: HELP/HUDDLE, clothing
- Hyperthermia: hydration, clothing
- Evaluate water confidence and comfort
- Rescue Sequence: (RETHROG)
- Deep water exits: vaulting and slide, no diving
- Controlled capsize
- Swimming a boat to shore
- How to empty a boat full of water
- Canoe over Canoe rescue
- Side by Side (or parallel) rescue
- Re-entry
 - Self & Assisted
 - Heel Hook

- Rescue Sling
- Towing a swimmer/canoe
- Bumping a canoe
- Swimming in current:
 - defensive & aggressive
- Throw rope use
- Basic wading
- Boat pin (Strong Arm, Rope/Vector)

Conclusion & Wrap Up:

- Group debrief / Individual feedback
- Course limitations
- Importance of First Aid & CPR
- Importance of additional instruction, practice, experience
- Importance of appropriate level of safety & rescue training
- Demo advanced maneuver
- Life sport / Paddling options
- Local paddling groups / Clubs
- Handouts / Reference materials
- ACA Membership forms
- Course evaluation
- Participation cards



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RCTLA Exam ANSWER SHEET

Candidate _____ ACA Number _____

Workshop Date(s) _____ Instructor Trainer/Assessor : _____

Please circle your answers

<p>1. A B C D E</p> <p>2. A B C D E</p> <p>3. A B C D</p> <p>4. A B C D E</p> <p>5. A B C D E</p> <p>6. A B C D E</p> <p>7. A B C D E</p> <p>8. A B C D</p> <p>9. A B C D</p> <p>10. A B C D</p> <p>11. A B C D</p> <p>12. A B C</p> <p>13. A B C D</p> <p>14. A B C D</p> <p>15. A B C D</p> <p>16. A B C D</p> <p>17. A B C D E</p> <p>18. A B C D</p> <p>19. A B C D</p> <p>20. A B C</p> <p>21. A B C D</p> <p>22. A B C D E</p> <p>23. A B C</p> <p>24. A B C D E</p> <p>25. True False</p>	<p>26. A B C D</p> <p>27. A B C D</p> <p>28. A B C D</p> <p>29. A B C</p> <p>30. A B C D</p> <p>31. A B C D</p> <p>32. A B C D E</p> <p>33. True False</p> <p>34. A B C D E</p> <p>35. A B C D</p> <p>36. A B C D</p> <p>37. True False</p> <p>38. A B C D</p> <p>39. A B</p> <p>40. A B C</p> <p>Test Scoring</p> <p style="text-align: right;">Total Score: _____ / 40</p> <p style="text-align: right;">36 / 40 = Passing</p> <p><i>This answer sheet is to be submitted, by the facilitating Instructor Trainer, in conjunction with the Certification Course report form.</i></p>
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Comments: