

FLATWATER GUIDE – ASSESSMENT

Award Definition:

The Flatwater Guide Award is for people seeking a professional certification in flat water paddling environments. The Australian Canoeing Award Scheme (ACAS) course is the industry benchmark certification designed to meet the needs of the canoeing and kayaking industry for education, recreational and tourism sectors nationwide.

Holders of the Flatwater Guide Award have been assessed at and are qualified to lead or guide day and half day trips on inland waters such as open lakes and rivers (but not on whitewater or at sea) in controlled conditions for inland kayaking and canoeing which include:

- Sheltered and calm waters
- Minimal wind
- Ease of access to shore
- Minimal flow of water

Pre-Requisites:

Candidates for assessment should have achieved substantial paddling and guiding experience and qualifications suitable to meet assessment criteria for the Flatwater Guide qualification as defined in the ACAS evidence guidelines for the award prior to undertaking the assessment.

- ACAS Flatwater Guide Training or legitimate equivalent
- Proven paddling, guiding, instructional and rescue skills and experience
- Meet all log book requirements
- First Aid and CPR certificates (appropriate to your organisations requirements & area of operation)
- **Please Note:**
 - this is a guide assessment, it is not a training course
 - assessors will not provide any training or instruction

Course Cost and Dates:

- Please check <http://qld.canoe.org.au/education/acas-courses/> for advertised dates and cost.
- Craft hire available
- Course fee does not include Australian Canoeing Award Registration Fee
- **Please note:** Courses need to meet minimum registration numbers to run on advertised dates. If sufficient numbers are not registered one week before the program, alternative arrangements will be made with registered participants.

Course Location/s:

- Queensland Canoeing has a number of venues it uses
- The location of the course will be determined from the location of the course participants, which will determine the final cost of the course and if an additional fee is payable
- Other course locations are available for private groups by negotiation

Paddle Craft:

- You need to determine which craft you will be assessed in, as the award is also craft specific.
- If you are teaching people in canoes, you will need the “Canoe Award”
- If you are teaching people in kayaks, you will need the “Kayak Award”
- If you are teaching people in sit-on-tops, you will need the “Sit-on-Top Award”
- You may also hold both a canoe and kayak award in any ACAS award, however paddling skills and rescues will need to be assessed in both craft styles
- **Note:**
 - the “Kayak Award” covers sit-on-tops
 - the “Sit-on-Top Award” does not cover kayaks

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Equipment:

- It is expected that participants will supply their own equipment including craft, life jacket, paddle, rescue and safety equipment
- Personal equipment will require a safety check prior to commencement to determine its suitability for the paddling activity
- Paddle clothing, including enclosed footwear needs to be suitable to get wet and swim in, be sun-smart and appropriate for the conditions
- Suitable provisions to partake in a day trip
- Please also bring a chair, clipboard, pen and paper, ruler, pencil, protractor, dividers & calculator

Assessment:

- This is a full day assessment from approximately 8:00am to 4:00pm
- All components of the assessment have to be completed within six weeks of the assessment date
- Candidates must be prepared to put their skills and knowledge into practice and need to come prepared for all aspects of the assessment
- Complete a written exam to demonstrate knowledge of: correct paddling technique and guide abilities, navigation, weather interpretation, ACAS structure, lesson planning, risk management and safety
- In field assessment includes: paddling equipment scrutiny and set up, ability to brief & instruct paddling skills, group management and communication, ability to provide safety briefings, ability to perform efficient rescues and tows
- Log book requirements:
 - logbooks should be clear, concise and verifiable by a third party
 - for assessment you will need to produce a verified log book showing over the previous two years at least:
 - a minimum of six paddling trips where each trip is of at least three hours' duration in the type of craft for which you are being assessed
 - plus a minimum of three flatwater guided trips where each trip is of at least three hours' duration as an assistant guide or an observer under training in the type of craft for which you are being assessed
 - this is in addition to the time spent on and off the water during your training and assessment
- Complete a written 'Assessment Project'
- **Please note:**
 - a candidate is not registered as a Flatwater Guide until all components of the assessment and registration process are completed and the appropriate fee for registration is paid
 - attendance and participation in a course is not a guarantee to successful assessment