

## BOATING ACTIVITIES

### 1. DEFINITIONS

The following definitions apply for all sections of this document unless otherwise indicated:

Activities	Use of water craft in conditions as follows: <ul style="list-style-type: none"><li>• In daylight, and in current and weather conditions considered safe</li><li>• Within reach of land assistance or accompanied by other craft</li><li>• Under direct supervision of a qualified leader</li></ul>
Night Activities	Use of water craft in conditions as follows: <ul style="list-style-type: none"><li>• Between sunset and sunrise and in current and weather conditions considered safe for the participants involved</li><li>• Within reach of land assistance or accompanied by other craft</li><li>• Under direct supervision of a qualified leader</li></ul>
Expeditions	Use of boats in conditions as follows: <ul style="list-style-type: none"><li>• Overnight or point-to-point travel</li><li>• Out of sight of supervision or assistance</li></ul>
'Scout' Leader	Any member of The Scout Association
Adult Leader	Any person qualified to lead the activity A member of The Scout Association holding a Certificate of Adult Leadership
PFD	Personal flotation device
RWAC	Regional Water Activities Co-Coordinator
Enclosed Waters	Waters sheltered from major swells or winds
Open Waters	Open waters can include bays or entrances where there is a high risk of a vessel being carried out to sea.

The boating qualification Levels are:

Basic Water Activity Safety Certificate

	Basic knowledge and skills of water safety
Level One	Safe participation skill and knowledge of craft.
Level Two	Competent skills in boating have been achieved by candidate. This allows them to undertake boating activities with a group of Level Two participants.
Level Three	Advanced boating skills, some first aid knowledge and leadership skills. Able to instruct but not examine boating skills, except Level One.
Instructor	Able to instruct and examine boating skills.

### 2. GENERAL

- 2.1. All Scout boating activities should be conducted in accordance with all relevant Maritime NSW regulations and requirements.
- 2.2. All boats normally used for scouting activities must be inspected by the Adult Leader responsible for the activity or a qualified Instructor to ensure that they are in suitable condition prior to the activity, and meet the requirements set down under Boat Inspection in this booklet.
- 2.3. Privately owned or hired craft must be inspected by the Adult Leader responsible for the activity prior to use, to ensure compliance with the requirements of this Policy.
- 2.4. Appropriate Personal Flotation Devices (PFDs) meeting current approved standards and suitable enclosed footwear **are to be worn at all times** by all participants in boating activities.
- 2.5. Qualifications of any level can be applicable to any Section of the Association including Adult Leaders and non-uniform members or adult helper but excluding Joey Scouts, who are not, permitted any qualifications.
- 2.6. A suitably qualified person must be responsible for any activity under this Policy, and must ensure that all participants have appropriate experience, qualifications, equipment, mental attitude, and physical ability for the level of activity taking place.
- 2.7. The qualified Leader responsible for the activity must ensure that a qualified First Aider and first aid equipment are present at the activity.
- 2.8. The minimum number of participants on any activity is four. This number may be varied by the instructor if present at the activity
- 2.9. All craft over **8 metres** must have their own insurance (refer to Scout Association Insurance Policy).

### **3. FAMILIARISATION**

Unqualified members of the Association may participate in limited forms of water activities. Such participation is intended only as familiarisation and must not be used to circumvent the need for qualifications.

- 3.1. The activity must be under the direct control of a person qualified to Level Three, or a Level Two person having the approval of the RWAC, in that type of activity.
- 3.2. In addition to the person approved above, there must be at least one person qualified to Level Two for every 4 participants.
- 3.3. The approved person must ensure that sufficient preliminary instruction has been given to adequately prepare the participants for the activity.
- 3.4. Familiarisation activities are restricted to:
  - Flat Water Canoeing, Kayaking, Rowing, Rafting and Sail Boarding – enclosed water only.
  - Power boating: enclosed water with one instructor or qualified operator per craft.
  - Sailing: as outlined in sections 9 (Dinghy sailing), 10 (Sailboarding) and 11 (Keel boat).
  - White Water Canoeing, Kayaking: as outlined in section 13
  - Sea Kayaking: Enclosed waters with one instructor per four participants.
- 3.5. All requirements of the Branch Activity Notification Policy must be adhered to strictly.
- 3.6. Group camps are covered under these familiarisation requirements.

### **4. JOEY SCOUTS**

The following rules apply specifically to Joey Scouts undertaking boating activities:

- 4.1. Joey Scouts, while wearing clothing (at minimum shorts, t-shirt and footwear) and a PFD, must be able to swim 50m and there after stay afloat for two minutes.
- 4.2. Enclosed canoes or kayaks must not be used.
- 4.3. Water skiing, aquaplaning, free boarding are not recommended.
- 4.4. Joey Scouts may only 'crew' in Canadian canoes or sailing boats in familiarisation situations only.
- 4.5. The preference is that the waters should be enclosed, shallow, still and free of hazards.
- 4.6. If the activity is in open or deep water at least one safety boat should be in immediate attendance.
- 4.7. PFDs for Joey Scouts must have a crotch strap, properly secured and fastened at all times.

### **7. BASIC WATER ACTIVITIES SAFETY CERTIFICATE**

#### **Conduct of activity guidelines**

- 7.1. This certificate is available to members of all sections and is a pre-requisite to participating in boating familiarisation activities and for Level One Boating qualifications. It may be gained as part of any Level One Boating course.
- 7.2. Award of any Level One Water Activity qualification (or above) automatically supersedes the requirement to hold this certificate.

#### **Pre-requisites: Nil**

- 7.R.1. Demonstrate the correct fitting and wearing of an approved personal flotation device (PFD) and explain when it should be worn during Scouting activities.
- 7.R.2. While wearing clothing (at minimum shorts, t-shirt and footwear) and a PFD, swim 50m and there after stay afloat for two minutes.
- 7.R.3. Know the importance of wearing enclosed footwear when participating in boating activities.
- 7.R.4. Demonstrate an understanding of the importance of sunsafe precautions (appropriate clothing, sunscreen, hat, etc) when participating in water activities.
- 7.R.5. Demonstrate a basic understanding of hypothermia (inform activity leader if they, or others, are shivering or feeling cold or have blue extremities).
- 7.R.6. Demonstrate a basic understanding of the dangers of continuing water activities during heavy weather (strong winds, choppy waters, etc) and electrical storms.

## 9. DINGHY SAILING

### Conduct of activity guidelines

- 9.1. **Definitions** (taken from SRO03 Training Package & YA Safety Guidelines for Training Centres):
- Controlled Conditions:** Conditions where wind is greater than 3 knots and less than 12 knots, water is smooth and enclosed.
  - Supervised Conditions:** Under the control of at least a Level Three and with a powered safety boat is monitoring the sailing vessels.
  - Moderate Conditions:** Conditions where the wind is greater than 8 knots and less than 15 knots, water is slight (wavelets to 20cm) and enclosed.
  - Stronger Conditions:** Conditions where the wind is greater than 12 knots and less than 24knots, water is becoming choppy with small waves developing.
- 9.2. **Familiarisation Activities:** Must be under the supervision of a Dinghy Sailing Instructor, with the holder of a level two dinghy sailing in charge of each sailing craft with a powered safety craft capable of towing the dinghies being used in the prevailing conditions. At the discretion of the Instructor in charge a familiarisation activity may be conducted in up to Moderate conditions.
- 9.3. **Day Activities:** May be conducted as follows:
- Level One:** May skipper a single handed dinghy or double handed dinghy (to a maximum of 4 metres in controlled supervised conditions. A level one may crew a sailing dinghy in moderate supervised conditions with a level two. The holder of a level one may not participate in sailing activities where the wind is greater than moderate conditions. An exception may be made if the participant is under the direct supervision a Dinghy Sailing Instructor.
  - Level Two:** May skipper a single handed dinghy or multi-handed dinghy in controlled conditions provided any crew also hold a level two. May skipper or crew a sailing dinghy in moderate controlled conditions. May crew a sailing dinghy with the holder of a level three in supervised stronger conditions.
  - Level Three:** May skipper a sailing dinghy in up to Moderate conditions. May sail in moderate to stronger conditions.
  - In all cases where the wind forecast is for greater than moderate conditions a powered safety boat is recommended for use at the activity.
  - The qualified leader in charge of the activity (in consultation with a Dinghy Sailing Instructor) should make an assessment of the water, weather conditions, type of boat, available support craft and the ability and experience of the participants in determining whether an activity should be undertaken.

### Level One (Assessment conducted in controlled conditions)

**Pre-requisites:** Basic Water Activity Safety Certificate

#### Requirements:

- 9R.1.1. Display care for the environment and knowledge of minimum impact techniques.
- 9R.1.2. Display an understanding of the limitations placed upon the holder of a Level One qualification.
- 9R.1.3. Demonstrate an understanding of the appropriate clothing and safety equipment required for sailing relevant to various conditions (enclosed footwear, long sleeve rash shirts or wetsuit, sunscreen, PFD, spray jacket, etc).
- 9R.1.4. Demonstrate an understanding of the safety practices implemented when lifting and rigging sailing dinghies.
- 9R.1.5. Explain the importance of warming up and stretching prior to dinghy sailing.
- 9R.1.6. Demonstrate correct positioning of the boat relative to the wind direction whilst rigging.
- 9R.1.7. Correctly identify the parts of a sailing dinghy and its rigging including parts of a sail and boat fittings.
- 9R.1.8. Correctly demonstrate the tying of the following knots and know their use:
- Figure of eight
  - Round turn and two half hitches
  - Bowline
  - Reef knot
- 9R.1.9. Demonstrate effective helming of the dinghy whilst under paddle power of a single paddler.
- 9R.1.10. Demonstrate knowledge of the primary boat controls and a basic heave-to.

## Schedule A – Water Activities Policy

- 9R.1.11. Under direct supervision, sail a dinghy around a reaching course in light conditions as both a crewman and as helmsman.
- 9R.1.12. Participate in a capsized recovery drill.
- 9R.1.13. Participate in a single and/or multiple boats towing exercise.
- 9R.1.14. Demonstrate an understanding of the differences between a lee and a weather shore.
- 9R.1.15. Demonstrate correct procedures for leaving and returning to the beach/launching area as a crewman and/or skipper.
- 9R.1.16. Under guidance of an instructor demonstrate correct procedures for launching and recovery of the sailing dinghy with appropriate care.
- 9R.1.17. With limited instructor guidance demonstrate correct observance of basic collision rules:
  - a. First and foremost avoid collisions
  - b. Action when small/recreational power and sail meet
  - c. Exceptions for commercial vessels (ferries and ships)
- 9R.1.18. Correctly identify the wind direction and its relative strength using environmental indications (ripples, wavelets, whitecaps, trees, flags, boats on moorings, etc)
- 9R.1.19. Obtain a weather forecast prior to a sailing activity and apply the data obtained to determine whether conditions will be suitable given the experience of those sailing.
- 9R.1.20. Have gained a minimum 6 hours experience in a sailing dinghy and enter it into a logbook.

### **Level Two (Assessment conducted in moderate conditions)**

**Pre-requisites:** Have met the requirements for Level One Dinghy Sailing qualification

#### **Requirements:**

- 9R.2.1. Display a sound understanding of the requirements for dinghy sailing activities and limitations imposed upon the holder of a Level Two qualification.
- 9R.2.2. Show a working understanding of the prevention, symptoms and treatment for hypothermia, sunburn, hyperthermia (heat stroke) and dehydration.
- 9R.2.3. Correctly demonstrate how to rig a sailing dinghy without assistance from an instructor.
- 9R.2.4. Demonstrate basic sail setting and helming techniques while sailing a dinghy around a marked course including windward, reaching and running legs in light to moderate conditions.
- 9R.2.5. Demonstrate basic crewing and helming procedures for tacking and gybing a sailing dinghy.
- 9R.2.6. Without guidance, demonstrate an effective capsized recovery drill.
- 9R.2.7. As helmsman demonstrate an effective crew recovery drill without guidance.
- 9R.2.8. Demonstrate correct care of equipment on and off the water.
- 9R.2.9. Correctly demonstrate the tying of a clove hitch and truckies hitch and know their use.
- 9R.2.10. With minimal assistance from an instructor correctly demonstrate how to bring a sailing dinghy alongside a fixed and/or moored/anchored structure or vessel.
- 9R.2.11. With limited instructor guidance demonstrate correct observance of basic collision rules:
  - a. Sailing vessels meeting on opposite tacks
  - b. Sailing vessels meeting on same tack
  - c. Obligation of overtaking vessels
  - d. Keep to the starboard (right) of channels
- 9R.2.12. Identify four different distress signals that may be encountered during a sailing activity on enclosed waters.
- 9R.2.13. Correctly identify the following navigation marks and explain their meanings:
  - a. Cardinal marks (north, east, south, west)
  - b. Lateral marks (port & starboard channel marks)
  - c. Isolated danger marker
  - d. Safe water mark
  - e. Special mark
- 9R.2.14. Identify storm clouds building and display a basic understanding of the weather shift that occurs during a summer cool change.
- 9R.2.15. Identify gusts and lulls whilst on the water
- 9R.2.16. Be able to determine the time and height of high and low tides from a tide table.
- 9R.2.17. Correctly identify the approximate time between high and low tides.
- 9R.2.18. Produce a logbook showing evidence of having gained at least 15 hours dinghy sailing experience additional to the hours gained in completing a Level One dinghy sailing qualification.

## Schedule A – Water Activities Policy

### Level Three (Assessment conducted in stronger/variable winds)

**Pre-requisites:** Have met the requirements for a Level Two Dinghy Sailing qualification  
Hold a current HLTF A301B Apply First Aid qualification

**Requirements:**

- 9R.3.1. Show a detailed knowledge of the Water Activities Policy regarding all aspects of dinghy sailing.
- 9R.3.2. Demonstrate enhanced crewing and helming techniques including roll tacking and roll gybing (and where applicable to the boats in use spinnaker handling and trapezing) whilst sailing around a marked course consisting of windward, reaching and running legs in light to moderate conditions.
- 9R.3.3. Use crewing and helming techniques to control boat speed including sailing backwards, stopping and starting.
- 9R.3.4. Display enhanced boat handling skills to maintain speed and balance in gusty conditions when sailing upwind and downwind.
- 9R.3.5. Without assistance bring a sailing boat alongside a fixed structure and a moored/anchored boat in a safe and controlled manner.
- 9R.3.6. Identify lifts and knocks and describe their effect on the windward passage of a sailing dinghy.
- 9R.3.7. Display a basic understanding of the conduct of a sailing regatta including a working knowledge of the following aspects:
  - a. Race start procedures (RRS Rule 26)
  - b. Boats on opposite tacks (RRS Rule 10)
  - c. Boats on same tack, overlapped (RRS Rule 11)
  - d. Boats on same tack, not overlapped (RRS Rule 12)
  - e. While tacking (RRS Rule 13)
  - f. Passing marks and obstructions, buoy room (RRS Rule 18.1, 18.2)
  - g. Touching a mark (RRS Rule 31.1, 31.2)
  - h. Identify common race course configurations
- 9R.3.8. Be able to calculate the relative strength of tidal flow and the height of tide at a given time using a tide table and the 'Rule of Twelfths'.
- 9R.3.9. Demonstrate an awareness of sea breeze and land breeze formation/patterns.
- 9R.3.10. Demonstrate the ability to adequately plan a weekend dinghy sailing activity/regatta/expedition for a group of Scouting members taking special consideration of:
  - Developing a Risk Management Plan for the activity
  - Preparing an equipment checklist for other participants
  - Selecting a suitable location
  - Making an assessment of the skills of the group in relation to the proposed activity
  - Providing pre-activity safety and logistic information to the group
- 9R.3.11. Demonstrate an ability to instruct novice dinghy sailors in the skills required for Level One.
- 9R.3.12. Produce a logbook showing evidence of having gained at least 40 hours experience as the skipper of a sailing dinghy additional to the hours gained in completing a Level Two dinghy sailing qualification.

## Trainee Instructor – Dinghy Sailing

**Pre-requisites:** Hold a current Level Two Dinghy Sailing qualification

**Requirements:**

- 9R.T.1. Possess a keen interest in the discipline and a desire to help others learn.
- 9R.T.2. Be considered by the RWAC to be a mature and responsible member.
- 9R.T.3. Have consolidated and mastered the skills required to gain a Level Two Dinghy Sailing qualification and be working towards a Level Three Award.
- 9R.T.4. Be assessed at sufficiently experienced to take direct control of novices on the water with limited supervision of an Instructor.

## Instructor – Dinghy Sailing

**Pre-requisites:** Hold a current Level Three Dinghy Sailing qualification  
Hold a current HLTF301B Apply First Aid qualification

**Requirements:**

- 9R.I.1. Hold a formal Training Competency (eg TAADEL301A, BSZ404A) or equivalence as outlined by Activities NSW.
- 9R.I.2. Assist in the presentation of at least three dinghy sailing courses to at least Level Two standard.
- 9R.I.3. Demonstrate a sound ability to plan and conduct dinghy sailing activities and to assess proposals for such activities to ensure all relevant safety and environmental aspects have been adequately considered.
- 9R.I.4. Possess a good working knowledge of the different classes of sailing dinghies commonly found in Scout Groups and the limitations of each of these classes.
- 9R.I.5. Be an active dinghy sailor with a demonstrated interest in the promotion of dinghy sailing within Scouting.
- 9R.I.6. Demonstrate a complete understanding of the Water Activities Policy particularly the ratios of supervision required when novices are involved.
- 9R.I.7. During a training session (under observance of two instructors) demonstrate a suitable level of competence in:
  - a. Planning instructional sessions suitable to the target audience
  - b. Preparing the required resources (dinghies, sails, notes, etc) prior to the session
  - c. Provide an introduction to students covering important administrative and safety information
  - d. Delivering an instructional theory session in an interesting and engaging manner
  - e. Monitor the progress of the group continuously for signs of people falling behind.
  - f. Conclude and evaluate the training session.
- 9R.I.8. Apply suitable strategies to examine the skills of students on a Level Two course (under supervision of an experience instructor).