

## Curriculum activity risk assessment

## Canoeing and Kayaking, Sheltered, Enclosed Environments (Level 1)

clever • skilled • creative

## Activity scope

This document relates to student participation in Canoeing or Kayaking as a curriculum activity in the following circumstances.

Canoeing or kayaking on:

- sheltered, calm, enclosed waters  
or
- controlled, built environments (pools, ponds, small dams), or clearly enclosed and defined natural waterways with minimal tidal/current/flow effects and a low chance of being adversely affected by wind or wave action.

*Canoe* refers to a narrow-beamed pointed vessel with a rigid hull that is propelled by a paddle.

*Kayak* refers to any other topped, narrow-beamed vessel that floats and is propelled by a double-bladed paddle. It is highly recommended to refer to the [Queensland Adventure Activity Standards](#) when planning this activity.



## Risk level

This document is a guideline, the actual risk level will vary according to the specific circumstances of the activity and these **must** be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

- Which students will be involved?
- Where will the students be?
- What will the students be doing?
- Who will be leading the activity?
- What will the students be using?

Inherent risk level		Action required/approval
<input type="checkbox"/>	High Likely chance of a serious incident and injury requiring medical treatment	<input checked="" type="checkbox"/> A Curriculum Activity Risk Assessment must be completed. <input checked="" type="checkbox"/> Principal or Delegated Deputy Principal or Head of Program (i.e. HOD, HOSES, HOC) to review and approve risk assessment. <input checked="" type="checkbox"/> Obtaining parental permission is recommended. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i> .

Teachers/leaders:		
Activity description:		
Start date:	Finish date:	No. of students (approx):
Class groups:		Supervision ratio (approx):

Listed below are the minimum recommendations for this type of activity. For any items checked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

## Minimum supervision

Adequate adult supervision is to be provided. In determining what is adequate, consider the number of students, their individual needs, and the nature of the activity. If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. [Blue Card](#) requirements **must** be adhered to.

- Registered teacher with minimum qualifications as outlined below  
**OR**  
 An adult with minimum qualifications as outlined below, in the presence of a registered teacher.

When planning any outdoor activity, the ratio of qualified, experienced leaders to dependent participants needs to be considered. In certain situations, judgment may dictate smaller or larger numbers of participants per leader.

Several variables can affect this decision, including but not limited to:

- outcomes of the risk management process
- the leaders' experience
- participants' expected capabilities (i.e. experience, competence, fitness)
- conditions (environment, weather)
- planned duration of the activity
- number of participants and optimum group size
- remoteness of the activity
- suitability and availability of equipment
- likelihood of leader becoming incapacitated or separated from participants
- the grading of rapids.

Further information:

## Minimum qualifications

*The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.*

- Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel  
**OR**
- Remote Area first aid if operating more than one hour away from emergency services.
- [Blue Card](#) requirements met.

Demonstrated skills and currency that meet the leadership, group management, technical capacities and safety requirements of the specific circumstances being addressed.

### For a registered teacher:

- A statement of attainment from a Registered Training Organisation covering the following canoeing/kayaking units of competence:
- SISOCNE303A/ Apply canoeing skills/  
SISOKYK302A Apply kayaking skills
  - SISOCNE202A Perform deep water rescues
- OR**
- Certificate III in Sport, Outdoor or Community Recreation or higher, with specialisation in canoeing/kayaking from a Registered Training Organisation
- OR**
- A statement of attainment for a nationally recognised course in canoeing/kayaking guide flat and undemanding water from a Registered Training Organisation
- OR**
- Registered leader of canoeing/kayaking (guide canoeing/kayaking in flat/undemanding) from the [National Outdoor Leader Registration Scheme](#) (NOLRS)
- OR**
- Nationally recognised canoeing/kayaking award at lifeguard level from [Australian Canoeing](#).

### For a leader other than a registered teacher:

- A statement of attainment for a nationally recognised course in canoeing/kayaking guide flat and undemanding water from a Registered Training Organisation
- OR**
- Certificate III in Sport, Outdoor or Community Recreation or higher, with specialisation in canoeing/kayaking from a Registered Training Organisation
- OR**
- Registered leader of canoeing/kayaking (guide canoeing/kayaking in flat/undemanding) from NOLRS
- OR**
- Nationally recognised canoeing/kayaking award at lifeguard level or higher from Australian Canoeing.

Further information:

Minimum equipment/facilities <i>If 'No' is ticked, provide further information.</i>	Yes	No
First aid kit suitable for activity	<input type="checkbox"/>	<input type="checkbox"/>
<p>Communication system:</p> <p>Electronic and other equipment that can be damaged by water is to be carried in water resistant containers. Leaders are responsible for determining the equipment to be carried by all participants. The following communication equipment should be carried and remain accessible as appropriate for the activity and area of operation:</p> <p> <input type="checkbox"/> marine whistle                      <input type="checkbox"/> phone-line at location                      <input type="checkbox"/> mobile phone  <input type="checkbox"/> UHF radio                      <input type="checkbox"/> PLB (personal locator beacon)                      <input type="checkbox"/> satellite phone </p> <p>Other:</p>		
Sun safety equipment (hat, sunscreen, shirt etc)	<input type="checkbox"/>	<input type="checkbox"/>
Drinking water (students should not share drinking containers)	<input type="checkbox"/>	<input type="checkbox"/>
<p>Safety, repair and rescue equipment (refer to the <a href="#">Australian Canoeing – Safety Guidelines</a>):</p> <p> <input type="checkbox"/> throw bag                      <input type="checkbox"/> rescue knife  <input type="checkbox"/> equipment to tow another canoe or kayak                      <input type="checkbox"/> roll of duct tape </p> <p>Navigation equipment (refer to the Australian Canoeing – Safety Guidelines):</p> <p> <input type="checkbox"/> maps and/or marine charts                      <input type="checkbox"/> compasses                      <input type="checkbox"/> GPS receivers </p>		
<p>Personal flotation devices (refer to the Australian Canoeing – Safety Guidelines)</p> <p>Paddles (refer to the Australian Canoeing – Safety Guidelines)</p> <p>A route card should be left with a responsible adult not involved in the activity, e.g. local police, park ranger or principal. It should include (refer to Australian Canoeing – Safety Guidelines):</p> <ul style="list-style-type: none"> <li>• an outline of the route to be followed</li> <li>• the number and names of party</li> <li>• the estimated time of departure and estimated time of arrival of the party</li> <li>• a contact person (e.g. principal) in the case of emergency</li> <li>• alternative routes/tracks.</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Emergency management plan	<input type="checkbox"/>	<input type="checkbox"/>
Sea-worthy craft	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Governing bodies/associations <i>If 'No' is ticked, provide further information.</i>	Yes	No
Guidelines/codes of practice are established for this activity. These should be considered during the planning and performance of this activity. Please refer to the following in the Important links section on the last page: <ul style="list-style-type: none"> <li>• <a href="#">Australian Canoeing Safety Code</a></li> <li>• <a href="#">Risk Management and Safety</a></li> <li>• <a href="#">Australian Canoeing - Safety Guidelines</a></li> <li>• <a href="#">Queensland Adventure Activity Standards.</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

## Hazards and suggested control measures

All persons engaging in this activity should:

- identify the hazards, including any additional hazards not mentioned here
- assess their significance
- manage the potential risks.

Listed below are indicative hazards/risks and suggested control measures. They are by no means exhaustive lists. After checking these, add details of any other identified hazards/risks and additional controls you intend to implement.

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
<b>Animal bites/diseases</b> <ul style="list-style-type: none"> <li>• Marine stingers</li> <li>• Dangerous animals</li> </ul>	<ul style="list-style-type: none"> <li>• Adhere to the <a href="#">Surf Life Saving Queensland Marine Stinger Risk Management Guidelines.</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Biological material</b> <ul style="list-style-type: none"> <li>• Bodily fluids (e.g. blood, sweat, saliva)</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with <a href="#">HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions</a> and <a href="#">Infection Control Guideline.</a> Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return to the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>Have sufficient and suitable containment material (bandages etc.) readily available.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Physical exertion</b> <ul style="list-style-type: none"> <li>Strains and sprains</li> <li>Cramps</li> <li>Exhaustion and fatigue</li> </ul>	<ul style="list-style-type: none"> <li>Ensure appropriate warm-up and warm-down exercises are implemented.</li> <li>Continuously monitor students for signs of fatigue and exhaustion.</li> <li>Ensure that paddles are appropriate for the type of craft and the build and skill levels of the participants.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Environmental conditions</b> <ul style="list-style-type: none"> <li>Tides</li> <li>Adverse weather</li> <li>Temperature</li> <li>Visibility</li> <li>Sun/UV exposure</li> <li>Isolation/getting lost</li> <li>Depth of water</li> <li>Overhanging objects</li> </ul>	<ul style="list-style-type: none"> <li>Assess weather conditions before and during activity (e.g. temperature, storms) especially wind on open waters.</li> <li>Ensure sun safety equipment is used. Ensure that students apply sunscreen every two hours.</li> <li>Ensure that GPS receivers are carried as deemed appropriate for the navigational requirements of the activity, and that they are treated and/or stored in such a way as to make them water resistant.</li> <li>Select an appropriate route and location, having regard for: <ul style="list-style-type: none"> <li>experience of leader</li> <li>number and type of craft</li> <li>depth of water</li> <li>tidal flow</li> <li>currents</li> <li>visibility</li> <li>water temperature</li> <li>underwater vegetation</li> <li>marine life</li> <li>protection from watercraft.</li> </ul> </li> <li>Ensure that no single navigation system is relied upon. Where an electronic system such as a GPS is used, spare batteries and another position-fixing method should be available.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>• Ensure each student wears a canoeing helmet which meets or exceeds these requirements. It must:               <ul style="list-style-type: none"> <li>○ comply with the CE EN 1385:1998 standard</li> <li>○ be made of strong, lightweight material e.g. plastic or carbon fibre</li> <li>○ cover the head to provide ample protection to the forehead, temple and back of the head</li> <li>○ have enough positive buoyancy to float</li> <li>○ be a good fit so as not to move, but not be so tight as to be uncomfortable</li> <li>○ have an effective fastener to fix the helmet securely in place</li> <li>○ have a good system to absorb the shock from impacts and to provide a separation distance between the outside of the helmet and the paddler's head.</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Students</b> <ul style="list-style-type: none"> <li>• Special needs</li> <li>• High risk behaviours</li> <li>• Medical conditions</li> <li>• Student numbers</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain parental permission, including relevant medical information.</li> <li>• When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily available (insulin, Ventolin®, EpiPen®, etc).</li> <li>• Refer to Individual education plan/Educational adjustment plan/Behaviour management plan and other student documents.</li> <li>• Jewellery can be a serious hazard when undertaking many activities. All forms of jewellery should be considered in terms of the risk it presents for each activity. Procedures should be put in place to ban, dissuade or protect (e.g. tape) the wearing of jewellery accordingly.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers.</li> <li>Ensure there is adequate adult supervision.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Manual handling</b> <ul style="list-style-type: none"> <li>Lifting equipment</li> <li>Manipulating/moving students</li> </ul>	<ul style="list-style-type: none"> <li>Undertake a risk management process in order to prevent or minimise the risk of injuries caused by manual tasks.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Vehicles</b> <ul style="list-style-type: none"> <li>Boats and other sea craft</li> </ul>	<ul style="list-style-type: none"> <li>For all craft used, ensure they: <ul style="list-style-type: none"> <li>maintain structural integrity, are in good repair and meet their intended design characteristics</li> <li>are in a safe working condition and are checked before usage</li> <li>provide a stable platform, allowing strokes to be performed effectively</li> <li>possess the strength to withstand all foreseeable forces</li> <li>are capable of being towed by rope and grasped by hand, either through handholds or toggles, depending on the type of craft. It is recommended that handholds be rope of a minimum of 6 millimetres diameter. The inside diameter of hand loops should be large enough to allow a sphere or cylinder of 8 centimetres diameter to pass through. If used, hand loops <b>must</b> not allow the full insertion of a hand</li> <li>don't sink, but remain horizontal when swamped, and are usable as buoyancy for their crew</li> <li>provide secure and waterproof storage</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	



Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>○ are of a colour that is clearly visible to other water users or rescue authorities</li> <li>○ are (apart from the cockpit), filled with buoyant material, excluding as much water as possible</li> <li>○ have positive buoyancy at each end which may consist of: <ul style="list-style-type: none"> <li>▪ sturdy, waterproof bulkheads, fore and aft, with watertight hatch covers</li> <li>▪ integrated cockpits with watertight hatch covers</li> <li>▪ fixed flotation bags</li> <li>▪ being a 'sit on top' self-draining kayak.</li> </ul> </li> <li>• Continually assess the threat of vehicles. <input type="checkbox"/></li> <li>• Consult appropriate documents, such as zoning plans produced by the <a href="#">Department of Environment and Resource Management</a> or other relevant authority. <input type="checkbox"/></li> <li>• Where an accompanying power craft is used, the power craft <b>must</b> conform to the boating regulations of <a href="#">Maritime Safety Queensland</a>. <input type="checkbox"/></li> </ul>			
<p><b>Water</b></p> <ul style="list-style-type: none"> <li>• Risk of drowning</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure each student has a <a href="#">personal flotation device</a> (PFD) which meets or exceeds these requirements: <ul style="list-style-type: none"> <li>○ construction must meet or exceed <a href="#">Australian Standards</a> for Type Two (AS1499) or Type Three (AS2260)<sup>1</sup> at all times while on the water</li> <li>○ the PFD should be the correct size for the wearer and be adjusted correctly before entering the water</li> <li>○ it is highly recommended that the PFD be a bright colour.</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li data-bbox="391 259 804 353">• Be sure of the suitability and competency of students participating.</li> <li data-bbox="391 365 804 459">• Adhere to <a href="#">Recreational Swimming Guidelines</a> if swimming is taking place.</li> <li data-bbox="391 470 804 586">• Ensure that the leader negotiates areas of moving water immediately before the students.</li> <li data-bbox="391 598 804 663">• Ensure that craft negotiate rapids one at a time.</li> <li data-bbox="391 674 804 887">• Ensure that rescue equipment is quickly and easily accessible. Paddlers should receive training in the use of any rescue equipment that they carry, and regularly practise its use.</li> <li data-bbox="391 898 804 1330">• Note that throwbags, 15-20 metres long, and/or a towline <b>must</b> be carried by all leaders on any activity involving moving water. These may also be carried by some other participants at the discretion of the leader. All participants should be trained in their use. Towlines should be used on flat and sheltered waters. It is recommended that throwlines/bags be used on moving and open waters.</li> <li data-bbox="391 1341 804 1619">• Note that it is recommended that a rescue knife (safety knife) should be carried by all leaders on white water. Knives should be quickly and easily accessible, but it is generally not considered appropriate to carry them on the outside of a PFD.</li> <li data-bbox="391 1630 804 1966">• Ensure that a basic repair kit is carried by all leaders and by other participants at the leader's discretion. A roll of duct tape is considered a minimum requirement. A comprehensive group repair kit, appropriate for the boats that are being used, should be carried on all expeditions, particularly in remote areas.</li> </ul>	<input data-bbox="836 259 873 293" type="checkbox"/>  <input data-bbox="836 365 873 398" type="checkbox"/>  <input data-bbox="836 470 873 504" type="checkbox"/>  <input data-bbox="836 598 873 631" type="checkbox"/>  <input data-bbox="836 674 873 707" type="checkbox"/>  <input data-bbox="836 898 873 931" type="checkbox"/>  <input data-bbox="836 1346 873 1379" type="checkbox"/>  <input data-bbox="836 1630 873 1664" type="checkbox"/>	<input data-bbox="919 259 956 293" type="checkbox"/>  <input data-bbox="919 365 956 398" type="checkbox"/>  <input data-bbox="919 470 956 504" type="checkbox"/>  <input data-bbox="919 598 956 631" type="checkbox"/>  <input data-bbox="919 674 956 707" type="checkbox"/>  <input data-bbox="919 898 956 931" type="checkbox"/>  <input data-bbox="919 1346 956 1379" type="checkbox"/>  <input data-bbox="919 1630 956 1664" type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li data-bbox="395 259 799 472">• Ensure that the crews stay in visual/verbal contact, act as safety observers for the canoe behind them, pass on signals, and alert the following canoe of possible danger.</li> <li data-bbox="395 495 799 920">• Ensure that all leaders have an appropriate towing system easily accessible so that it can be deployed quickly when needed. Other participants may also carry towlines as appropriate for the activity and at the discretion of the leader. All towing systems <b>must</b> be quick-release, and should be set up so that they do not restrict the manoeuvrability of the towing boat.</li> <li data-bbox="395 943 799 1144">• Note that the leader should remain aware of the distance from shore as weather, wind and tide can create hazards. The activity may need to be modified or abandoned in adverse conditions.</li> <li data-bbox="395 1167 799 1279">• All gear, especially for overnight trips, should be correctly waterproofed and stowed securely in the boats.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

Additional control measures	
<i>These would relate to the specific student needs, location and conditions in which you are conducting your activity.</i>	
Hazards/Risks	Control Measures

<b>Submitted by:</b>	<b>Date:</b>
List the names of those who were involved in the preparation of this risk assessment.	

Approval	
<input type="checkbox"/>	Approved as submitted:
<input type="checkbox"/>	Approved with the following condition(s):
<input type="checkbox"/>	Not approved for the following reason(s):
By:	Designation:
Signed:	Date:
Once approved, activity details should be entered into the <i>School Curriculum Activity Register</i> by administrative staff.	Reference no.

<b>Monitor and review</b> <i>To be completed during and/or after the activity and/or at the completion of the series of activities.</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		

## Important links

- HLS-PR-003: First Aid  
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions  
<http://education.qld.gov.au/strategic/eppr/health/hlspr004/>
- HLS-PR-005: Health and Safety incident recording and notification  
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- Infection Control Guideline  
[http://education.qld.gov.au/health/pdfs/healthsafety/infection\\_control\\_guideline.pdf](http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf)
- HLS-PR-013: Developing a Sun Safety Strategy  
<http://education.qld.gov.au/strategic/eppr/health/hlspr013/>
- HRM-PR-010: Working with Children Check – Blue Cards  
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>
- SCM-PR-002: School Excursions  
<http://education.qld.gov.au/strategic/eppr/schools/scmpr002/>
- Australian Canoeing  
<http://www.canoe.org.au/>
- Australian Canoeing – Safety Guidelines  
[http://www.tas.canoe.org.au/site/canoeing/tas/downloads/Safety\\_Guidelines.pdf](http://www.tas.canoe.org.au/site/canoeing/tas/downloads/Safety_Guidelines.pdf)
- Australian Canoeing Safety Code  
<http://www.canoe.org.au/?Page=2267&MenuID=Education%2F99%2F7292%2F%2CRisk%5FManagement%5Fand%5FSafety%2F196%2F5275%2F>
- Risk Management and Safety  
[http://www.canoe.org.au/default.asp?MenuID=Education/99/7292/,Risk\\_Management\\_and\\_Safety/196/5275/](http://www.canoe.org.au/default.asp?MenuID=Education/99/7292/,Risk_Management_and_Safety/196/5275/)
- Surf Life Saving Queensland Marine Stinger Risk Management Guidelines  
<http://www.thesurfclub.com.au/slsc/documents/MarineStingerRiskManagement23-08-08FINAL.pdf>
- Department of Environment and Resource Management  
<http://www.derm.qld.gov.au/>
- Queensland Adventure Activity Standards  
[http://www.qorf.org.au/01\\_cms/details.asp?ID=1048](http://www.qorf.org.au/01_cms/details.asp?ID=1048)
- Guidelines For Managing Risks in Recreational Water  
[http://www.nhmrc.gov.au/files\\_nhmrc/file/publications/synopses/eh38.pdf](http://www.nhmrc.gov.au/files_nhmrc/file/publications/synopses/eh38.pdf)
- National Standard for Recreational Boat Safety Equipment  
[http://www.nmsc.gov.au/documents/nat\\_rec\\_saf equip.pdf](http://www.nmsc.gov.au/documents/nat_rec_saf equip.pdf)
- Maritime Safety Queensland  
<http://www.msq.qld.gov.au/>
- Recreational Diving, Recreational Technical Diving and Snorkelling Code of Practice 2010  
[http://www.deir.qld.gov.au/workplace/resources/pdfs/divingrecreational\\_code2010.pdf](http://www.deir.qld.gov.au/workplace/resources/pdfs/divingrecreational_code2010.pdf)
- *Safety in Recreational Water Activities Bill 2011 (Qld)*  
<http://www.legislation.qld.gov.au/Bills/53PDF/2011/SafeRecWAB11.pdf>

## Glossary and other information

### **Canoe**

A canoe is designed so that, with a normal load, freeboard exceeds draft, when the canoe is operating in varying water conditions.

### **Draft**

Draft is the vertical distance between the waterline and the bottom of the hull.

### **Freeboard**

Freeboard is the height of a vessel's deck above the water level.

### **Kayak**

A kayak is designed so that, with a normal load, the amount of freeboard is not critical to safe operation, when the kayak is operating in varying water conditions.

### **Further information**

For further information on incorporating risk management strategies into curriculum activity planning refer to [HLS-PR-012 Managing Risks in School Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Management Guidelines](#).

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.