



Victoria
Club Tread

Kayaking Telephone Checklist

(Version 1 July 2010)

Preamble:

- Thank them for calling
- Be enthusiastic!
- Briefly describe the event, including location, start time and approximate finish time, etc.

Ask:

- Their name and phone number - make a note of it in case you have to call them
- Are they a Club member? Only members may participate in kayaking events.
- Try to assess their level of comfort on the water; do they have any previous kayaking experience?
- Inquire if there are any medical issues that could interfere with their participation

Suggest they bring:

- Wet suit or quick dry clothing / fleece (not jeans)
- Personal Flotation Device, whistle, throw line and pump (required). These should be supplied by the rental firm when the kayak is rented.
- Full water bottle
- Snacks and (if appropriate) lunch
- Hat, sunglasses and sunscreen
- Rain gear - if rainy
- Extra clothes in a waterproof bag

Inform them:

- Cost of renting a kayak if they do not have their own; if inexperienced, suggest pairing up with another participant to rent a more stable double kayak
- Availability of parking at the event location
- The idea is for everyone to be comfortable on an event
- If participants are uncomfortable, they are responsible for saying so
- If they want to rest, they should say so
- They are expected to stay with the group and not go off on their own
- Event leaders are not experts in first aid or survival
- Participants are responsible for ensuring their own safety and fitness

Inform them:

- Start time and place
- Approximate end time
- Event details, including any potential situations that could cause discomfort
- Lunch or pub stop following the paddle
- Club events are non-alcoholic - except for the pub stop
- Requirement to sign waiver