



### **San Francisco Bay Day Trip**

San Francisco Bay is an incredible place to paddle, with breathtaking views, abundant wildlife, and rich natural history. During your trip your group will first learn the basics of kayaking, then experience the Bay first hand by paddling its shoreline and stopping on one of its many beaches. This trip is great for novice to advanced paddlers of varying abilities and backgrounds.

### **Environmental Traveling Companions**

Environmental Traveling Companions (ETC) has been providing outdoor adventure opportunities to people of all abilities and backgrounds since 1972. Beginning on the banks of the Stanislaus River, ETC began using volunteers to take people with disabilities and youth from under-resourced backgrounds on whitewater rafting trips. Decades later the organization has grown to include four main programs: whitewater rafting, sea kayaking, cross country skiing, and youth leadership development courses. ETC is recognized as a pioneer in the industry of accessible outdoor adventure. With this growth, ETC has still maintained a strong community, where most trips are staffed by volunteer guides and participants are fully engaged in all aspect of the adventure. An ETC adventure is a unique opportunity to experience nature, achieve growth through challenge, and develop stronger bonds with fellow adventurers.

### **Trip Overview**

The trip will begin with an opening circle, giving the Guides an opportunity to meet your group and orient them to the plan for the day. Next, the guides will instruct the group on paddling and safety and accommodate any special needs before getting on the water. Depending on the length of the trip and the group's paddling abilities, we may explore the eccentric Sausalito House Boat Community, paddle to the Richardson Bay Audubon Center, or paddle to the mouth of Richardson Bay while exploring the unique Sausalito shoreline. If time allows, we'll stop on a beach for lunch or head back to Schoonmaker Marina for lunch on the beach where we started. Once we are done paddling, together as a team (if ability and timing allows) we'll put the kayaks and equipment away before finishing our trip with a closing circle.

### **Trip Location**

The trip will begin and end at Schoonmaker Point Marina in Sausalito, CA. Please see driving directions enclosed in this packet.

## **Guides**

ETC uses primarily volunteer and some paid Guides who are highly experienced and trained in sea kayak guiding, First Aid / CPR, and working with people of all abilities and backgrounds. All Guides are enthusiastic, caring, and responsible individuals who give generously because they enjoy sharing outdoor adventures and beautiful places with diverse groups.

## **Group Involvement**

ETC trips are designed to complement each group's unique culture and standards of behavior. Our Guides try to adapt every trip to each group's needs as much as possible. That said, we have several expectations of all groups. First, ETC trips are cooperative adventures and we ask groups fully participate in all aspects including trip activities (hikes, games, etc.), equipment movement and clean up, and group circles. Secondly, Guides will share trip ground rules and we ask that all group members respectfully follow all instructions to maintain a safe trip and inclusive community.

## **Agency Staff Responsibility**

ETC Guides are experienced in facilitating sea kayak trips and working with people of all backgrounds and abilities. Our primary role is to ensure safety, education and fun on our trips. We expect the staff accompanying a group on an ETC trip to be responsible for discipline and personal care issues that arise on trips. Their role includes using their personal relationships with participants to help them feel comfortable in new, potentially challenging situations. We emphasize group participation on every trip and ask staff members to lead by example to ensure all members of the group are engaged in all aspects of the adventure.

## **Special Needs Accommodations**

ETC is committed to making outdoor adventure accessible to people with special needs and our Guides are experienced in making adaptations for a wide range of physical and cognitive abilities. In order for us to be prepared for your group, we ask that each group with people with special need complete the "Special Needs Trip Roster" no later than one week prior to your trips and discuss all special needs with the Sea Kayak Program Manager.

Due to the size limitations of our kayaks, people over 250 lbs or who cannot fit comfortably into kayak seat areas with the dimensions of 35" long x 18.75" wide could pose a safety risk should the kayak accidentally capsize. If you are concerned about a member of your group comfortably or safely fitting inside our kayaks, please discuss this with the Sea Kayak Program Manager no later than one week prior to your trip.

## **Equipment**

ETC provides all sea kayak specific equipment, including kayaks, personal floatation devices (PFDs), spray skirts, paddling jackets, paddles, and safety equipment. ETC does not provide personal equipment, and thus there is an enclosed "Equipment List" outlining what each person should bring with them on the day of the trip. We understand that outdoor equipment is expensive and do not ask individuals to purchase special items for their trip (many people already own clothing that is appropriate for sea kayaking). If you have questions about equipment please contact the Sea Kayak Program Manager

## **Food**

To keep trips affordable ETC does not typically provide food. For day trips, we ask individuals bring their own lunch or that the group provides lunch for each person. Additionally, for sustainability reasons, we ask that people minimize the amount of packaging and waste wherever possible. ETC Guides will provide their own lunch. If you would like ETC to provide food for your trip, please contact the Sea Kayak Program Manager.

## **Trip Forms**

Each person participating in the trip, including staff, is required to complete two forms: a health form and a liability release. Both forms must also be signed by the participant or the participant's parent or legal guardian if he or she is under the age of 18. Both forms are enclosed in this packet. Before signing the forms, participants should review ETC's Essential Eligibility Criteria for Participation and ETC's Personal Care Attendant Policy. These are also included in this packet.



## **Sea Kayak Program**

### **Essential Eligibility Criteria for Participation in ETC Trips**

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#### **For All Activities**

- Be able to manage all personal care and mobility independently or with the assistance of a friend, family member, or attendant (see Personal Care Attendant Policy below)
- Be able to breathe independently, not require medical devices to sustain breathing
- Perceive, understand and respond to commands given by a guide independently or with the assistance of an interpreter
- Be able to effectively signal or notify guides or other trip participants of personal distress, injury or need for assistance
- If taking prescription medications, be able to maintain proper dosage by medicating independently or with the assistance of a personal care attendant or staff member
- Be prepared to participate in physically strenuous activities that may require physical ability beyond what many people are accustomed to in their day-to-day lives
- For overnight trips, be able to move about the campsite or building independently or with the assistance of a companion, on trips that include overnight camping
- Be able to remain adequately hydrated, fed, and properly dressed so as to remain generally healthy and be able to avoid environmental injuries such as hypothermia, heat-related illness, sunburn and frostbite
- Be able to wear all safety equipment correctly such as, but not limited to, helmet, spray skirts, or personal flotation device
- Be comfortable traveling in remote settings where access to advanced medical care may be significantly delayed

#### **For Sea Kayaking Trips**

- Independently turn from face down to face up and remain floating face up while wearing a properly fitted personal flotation device (life jacket);
- Independently exit a capsized vessel and cooperate with an assisted rescue facilitated by an ETC Guide.
- Be able to comfortably sit in a sea kayak, which has a typical weight capacity of about 250 pounds per person.
- Be able to spend extended time in outdoor environments, where there may be exposure to wind, precipitation, and uninterrupted sun, and the water temperature may be below 55 degrees F.



## **Sea Kayak Program Personal Care Attendant Policy**

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ETC guides are trained in making our adventures adaptive, (including assisting with transfers in and out of kayaks and rafts and getting around camp), but they are not trained personal care attendants. Many participants with disabilities find that they need more support in the less familiar environments of our trips than they do at home.

ETC's overnight trips are usually camping trips, and some only have portable toilets and buckets for washing that are set up each night (i.e., no running water). ETC provides tents and cots for those who need them. You will need to be able to get into your tent and on and off either a cot or the ground on your own. Also, you will also need to be able to do your own toileting, washing, and dressing.

If you think that you will need assistance with any of the following: toileting, eating, taking medicines, dressing, and getting in/out of bed, ETC asks that you bring a personal care attendant with you. ETC does not want the additional cost of bringing an attendant to hinder you from being able to take part in our trips, so we offer scholarships and special pricing for attendants.



## **Sea Kayak Program Terms and Conditions**

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We look forward to sharing an ETC adventure with your group. Below is a list of Terms and Conditions for your trip booking:

### **Reservations and Cancellations**

- A deposit for 50% of the total trip cost is required 2 weeks after the booking date to secure the reservation.
- Cancellations made 90 days or more prior to the trip date will receive a full refund.
- Cancellations made 60-89 days prior to the trip will receive a credit for the deposit amount which can be applied to any ETC trip within one year of the original trip date.
- Cancellations made 59 days or less prior to the trip date are not refundable unless special accommodations are made in advance with the ETC Office.
- The trip balance is due no later than 7 days prior to the trip date.

### **Trip Numbers and Cancellations**

- A minimum of 10 people is required for any trip. If your group does not meet the trip minimum, you will still be charged for 10 people.
- If the number of participants increases less than 7 days prior to the trip, this must first be approved by the appropriate ETC Program Manager and the group will then be charged for the added participants.
- If the number of participants drops less than 7 days prior to the trip, the group will still be charged for those spaces and no refund will be issued
- ETC reserves the right to cancel the trip due to weather conditions, tide/current conditions, water level, or for other unforeseen reasons. If ETC cancels the trip, the trip payment will be refunded in full

### **Transportation**

- ETC does not provide transportation to or from the program location.
- Transportation during whitewater rafting trips can be arranged at an additional fee.

### **Medical**

All participants must complete a Health Form, which must be signed by the participant or the participant's parent or guardian if he or she is under the age of 18. ETC works to accommodate people with special needs, though we reserve the right to exclude or remove someone from a trip at any time if doing so is related to the safety of the trip. Participants or agency staff will be responsible for the administration of any medications they may take regularly. ETC Guides are never to be responsible for the administration of a prescription medication.

### **Liability**

Due to the nature of the activity, a condition of participation is the completion of a Liability Release acknowledging the inherent risks of the trip activities. This form must be signed by the participant or the participant's parent or guardian if he or she is under the age of 18. Participants who refuse to sign the liability release will not be allowed to participate.

**Payment of your trip deposit indicates that you agree to the above Terms and Conditions.**



## **Sea Kayak Program San Francisco Bay Day Trip Equipment List**

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### **Paddling Attire:**

- Pants or shorts (synthetic material is best)
- T-shirt or long sleeve shirt (synthetic material is best)
- Wool or fleece sweaters
- Shoes that can get wet and will stay on feet (old tennis shoes, sport sandals, wetsuit booties)
- Baseball cap or visor
- Sunglasses (with retention strap)

### **Other Personal Items:**

- Sunscreen
- Lip balm with sun protection (SPF)
- Reusable water bottle with secure lid

### **Optional Accessories:**

- Camera
- Binoculars

### **Items Not to Bring:**

- Electronics (including cell phones)
- Expensive watches and jewelry

*Weather on San Francisco Bay is highly variable. Please be prepared for both warm and cold weather.*

# San Francisco Bay Sea Kayak Program

## Driving Directions

### For GPS Navigation Systems use:

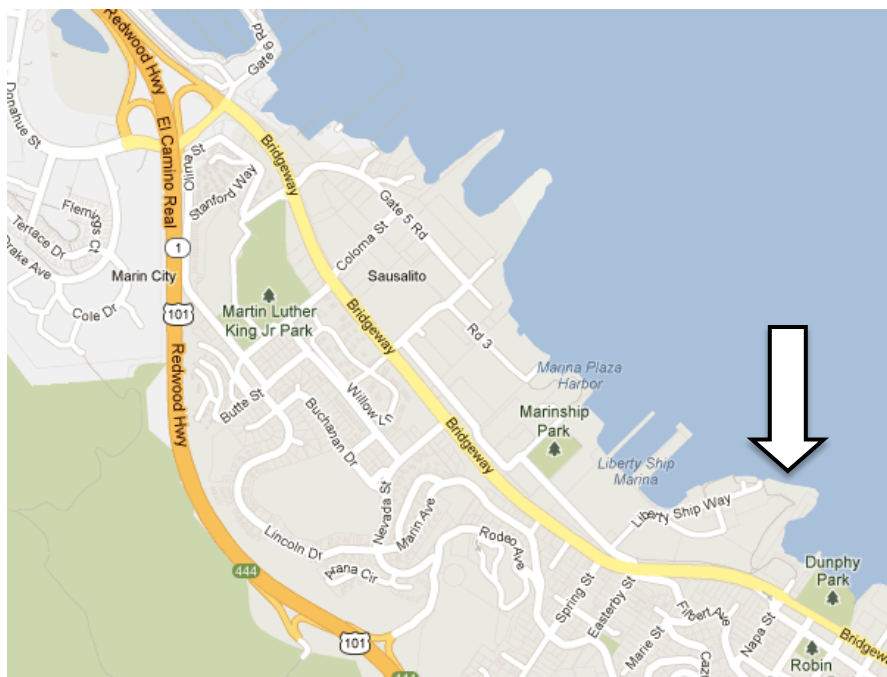
85 Liberty Ship Way  
Sausalito, California

### From points north, traveling on 101 South:

- Take the Marin City/Sausalito Exit (#445B)
- Turn left at the exit onto Donahue St which will take you under an overpass and turn into North Bridge Street
- Turn right onto Bridgeway
- Drive 1.0 miles and turn left onto Marinship Way, opposite a 7/11 store
- Drive down the ramp and make your first right onto Liberty Ship Way
- You will have to make a slight right to stay on Liberty Ship Way and then stay to the left of the fork.
- You will drive into a large parking lot and proceed straight to the other end where you will see a beach and four palm trees where you will meet your guides. You will be able to unload your equipment here and they will provide you with long-term parking permits.

### From points south, traveling on 101 North:

- Take the Rodeo Avenue Exit (#444)
- Continue on Rodeo Avenue until the first stop sign
- At the stop sign you will keep to the right to stay on Rodeo Avenue
- Rodeo Avenue will turn into Woodward Avenue
- Continue straight at the next stop sign and you will bend to the left and the road will turn into Easterby Street
- Go straight at the stop light and onto Marinship Way
- Drive down the ramp and make your first right onto Liberty Ship Way
- You will have to make a slight right to stay on Liberty Ship Way and then stay to the left of the fork.
- You will drive into a large parking lot and proceed straight to the other end where you will see a beach and four palm trees where you will meet your guides. You will be able to unload your equipment here and they will provide you with long-term parking permits.



For more information, please contact the Sea Kayak Program Manager at 415-474-7662 ext. 13 or [kayak@etctrips.org](mailto:kayak@etctrips.org)



## Sea Kayak Program Instructions for Health and Liability Forms

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Following this page are two forms that must be completed by all participants, including any agency staff. The first is a Health Form and the second is a Liability Release. Please remember the following guidelines when filling out these forms:

- Separate forms are required for each participant. Participants in the same family or household cannot use the same forms.
- Please complete these forms using blue or black ink.
- **It is very important that both forms are filled out completely. Please do not leave any field blank unless the question does not apply to you. Participants will only be allowed to participate if they have forms that are completely filled out.**
- For participants under the age of 18, both forms must be signed by a parent or guardian.
- Please do not return these forms to ETC in advance of your trip. Instead, please bring them with you on the day of the trip and ETC Guides will collect them from you upon your arrival.
- If you have any questions or concerns about a medical condition or your ability to participate on an ETC trip, please do not hesitate to contact the Sea Kayak Program Manager at 415-474-7662 x13 or at [kayak@etctrips.org](mailto:kayak@etctrips.org) in advance of the trip date.
- Spanish versions and accessible type-friendly PDF versions of these forms are available upon request.

Thank you very much for your assistance!



Agency/Group Name: \_\_\_\_\_ Trip Date: \_\_\_\_\_

Type of Trip:  Sea Kayaking  Cross-Country Skiing  Whitewater Rafting

### Environmental Traveling Companions Health Form

Name (please print) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Phone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Birth Date \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Your Medical Insurance Co. \_\_\_\_\_ Policy # \_\_\_\_\_

Emergency Contact Person \_\_\_\_\_ Relationship \_\_\_\_\_

Emergency Contact Day Phone \_\_\_\_\_ Emergency Contact Alternate Phone Number \_\_\_\_\_

Specific Disability (if any) \_\_\_\_\_

Medication:

Name of Medication	Dosage	Schedule	Reason for Medication

Dietary Restrictions \_\_\_\_\_

**Please indicate if you currently have or previously had any of the following conditions. For any "YES" responses, please provide specific details on the right side of this section:**

1. NO YES Any problems with vision or hearing? Do you require glasses, hearing aid?
2. NO YES Problems with teeth - use of dentures, bridge or braces?
3. NO YES Dizzy spells, fainting, convulsions, persistent headaches?
4. NO YES Asthma or respiratory problems?
5. NO YES Palpitation of the heart, irregular heartbeat, heart murmurs?
6. NO YES Jaundice or hepatitis?
7. NO YES Broken bones, joint dislocations, serious sprains?
8. NO YES Any severe injury to head, chest, or internal organs?
9. NO YES Allergies to any specific drugs, foods, insect bites, bees? Please list: \_\_\_\_\_
10. NO YES History of diabetes, thyroid trouble, heart disease?
11. NO YES Other significant medical or neurologic disorders?
12. NO YES Do you smoke?
13. NO YES Any special accommodations for toileting?

**By checking this box, I agree that I have reviewed ETC's Essential Eligibility Criteria for Participation and feel that I meet these criteria.**

I hereby acknowledge ETC to administer First Aid and/or emergency medical treatment and/or secure such medical services that may be necessary for myself or any minor on whose behalf I am signing. I realize that any emergency or medication that may become necessary are the sole responsibility of the participant.

**By signing this release I agree that I have read it carefully, agree with its terms, and I sign it of my own free will.**

Your Signature \_\_\_\_\_ Date \_\_\_\_\_

(Signature of participant or parent or guardian if participant is under 18)

Name (please print) \_\_\_\_\_

Please check here if you do not want your photo used in ETC publications or outreach.

## PARTICIPANT AGREEMENT, RELEASE AND ASSUMPTION OF RISK

In consideration of the services of Environmental Traveling Companions, their agents, owners, officers, volunteers, participants, employees, and all other persons or entities acting in any capacity on their behalf (hereinafter collectively referred to as "ETC"), I hereby agree to release, indemnify, and discharge ETC, on behalf of myself, my spouse, my children, my parents, my heirs, assigns, personal representative and estate as follows:

1. I acknowledge that hiking, camping, backpacking, river rafting, and sea kayaking entails known and unanticipated risks that could result in physical or emotional injury, paralysis, death, or damage to myself, to property, or to third parties. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity.

**The risks include, among other things:** slipping and falling; falling objects; travel in remote areas; water hazards; accidental drowning; exhaustion; exposure to temperature and weather extremes which could cause cold shock, hypothermia, hyperthermia (heat related illnesses), heat exhaustion, sunburn, dehydration; exposure to potentially dangerous wild animals, insect bites, and hazardous plant life; aggressive and/or poisonous marine life; large waves; whitewater rapids will be encountered and I can be jolted, jarred, bounce, and shaken about during rides through some of these rapids; rafts could turn over or I could be "washed" overboard resulting in having to swim rapids risking collision with rocks and entanglement in trees; accidents or illness can occur in remote places without medical facilities and emergency treatment or other services rendered; consumption of food or drink; equipment failure; improper lifting or carrying; my own physical condition, and the physical exertion associated with this activity.

Furthermore, ETC employees have difficult jobs to perform. They seek safety, but they are not infallible. They might be unaware of a participant's fitness or abilities. They might misjudge the weather or other environmental conditions. They may give incomplete warnings or instructions, and the equipment being used might malfunction.

2. I expressly agree and promise to accept and assume all of the risks existing in this activity. My participation in this activity is purely voluntary, and I elect to participate in spite of the risks.
3. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless ETC from any and all claims, demands, or causes of action, which are in any way connected with my participation in this activity or my use of ETC's equipment or facilities, **including any such claims which allege negligent acts or omissions of ETC.**
4. Should ETC or anyone acting on their behalf, be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.
5. I certify that I have adequate insurance to cover any injury or damage I may cause or suffer while participating, or else I agree to bear the costs of such injury or damage myself. I further certify that I am willing to assume the risk of any medical or physical condition I may have.
6. In the event that I file a lawsuit against ETC, I agree to do so solely in the state of California, and I further agree that the substantive law of that state shall apply in that action without regard to the conflict of law rules of that state. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

**I hereby release, waive, and relinquish all claims and legal actions for personal injury, wrongful death or property damage against the U.S. Department of the Interior – Bureau of Reclamation ("U.S. Government), State of California, its department of Parks and Recreation ("State") or its permittees arising as a result of my participation in the whitewater river trips and related activities described herein, my use of permittee's equipment, or any activities incidental there to include rescue activities; This release applies even if permittee and/or state and/or U.S. Government are negligent or otherwise at fault. I also agree to protect, hold harmless, defend and indemnify permittee, state and U.S. Government and hold them harmless from all claims and legal actions for personal injury, death, or property damage arising from my conduct; these indemnities apply even if permittee, state and U.S. Government are negligent or otherwise at fault.**

**By signing this document, I acknowledge that if anyone is hurt or property is damaged during my participation in this activity, I may be found by a court of law to have waived my right to maintain a lawsuit against ETC on the basis of any claim from which I have released them herein. I have had sufficient opportunity to read this entire document. I have read and understood it, and I agree to be bound by its terms.**

Print Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature of Participant \_\_\_\_\_ Date \_\_\_\_\_

### PARENT'S OR GUARDIAN'S ADDITIONAL INDEMNIFICATION (Must be completed for participants under the age of 18)

In consideration of \_\_\_\_\_ (print minor's name) ("Minor") being permitted by ETC to participate in its activities and to use its equipment and facilities, I further agree to indemnify and hold harmless ETC from any and all claims which are brought by, or on behalf of Minor, and which are in any way connected with such use or participation by Minor.

Parent or Guardian: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_