



### **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 lunches OR that the group provides a "buffet style" lunch for each person. Please see the Lunch Planning Guide in this packet for suggestions on how to provide a good lunch for a group. Additionally, for sustainability reasons, we ask that people minimize the amount of packaging and waste wherever possible. ETC Volunteer Guides will provide their own lunches (unless you would prefer to provide it for them!). 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.

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**

### **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.*



## Sea Kayak Program ETC Lunch Planning Guide

Great lunches can be a highlight of participants' days! Here are some suggestions to help you plan a group lunch.

- To accompany the below ideas, we recommend that you always provide a **peanut butter and jelly** option (for less adventurous or particularly hungry eaters), **granola bars**, **fruit**, and **savory snacks** (e.g. chips) and/or **dessert** (e.g. cookies).
- Please keep in mind that ETC trips are physically active and that people tend to have larger appetites as a result – so it's always better to err on the side of slightly larger quantities.



<b>Deli Sandwich Spread</b>			
	Number of people		
	15	20	25
Bread	2 loaves	2 or 3 loaves	3 loaves
Lunch Meat (Turkey, Ham, Salami, Roast Beef)	32 ounces	40 ounces	48 ounces
Cheese slices	2 packs	3 packs	3 packs
Lettuce	1 or 2 heads		
Tomatoes	2 or 3	3 or 4	4 or 5
Red Onions	1	1	1
Pickles	16 oz. jar		2 16-oz. jars
Avocado	3	4	5
Mayonnaise	16 oz. jar		
Mustard	16 oz. jar		

<b>Chicken or Tuna Salad Wraps</b>			
	Number of people		
	15	20	25
Tortillas	23	30	38
Canned Tuna or Chicken	32 oz.	40 oz.	48 oz.
Lettuce	1 or 2 heads		3 heads
Tomatoes	2 or 3	3 or 4	4 or 5
Red onion	1	1	1
Cheese slices	2 packs	3 packs	3 packs
Avocado	3	4	5
Pickles	16 oz. jar	16 oz. jar	2 16 oz. jars
Mayonnaise	16 oz. jar		
Celery	1 bunch		
Dried Cranberries	8 oz.		

<b>Bagel Spread</b>			
	Number of people		
	15	20	25
Bagels	20	26	32
Lunch Meat (Turkey, Ham, Salami, Roast Beef)	32 ounces	40 ounces	48 ounces
Hummus	16 oz.	20 oz.	24 oz.
Cream Cheese	11 oz.	14 oz.	18 oz.
Red Onion	1	2	2
Cucumber	2	2	3
Tomatoes	4	5	6
Avocado	3	4	5

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# San Francisco Bay Sea Kayak Program

## Driving Directions

### For GPS Navigation Systems use:

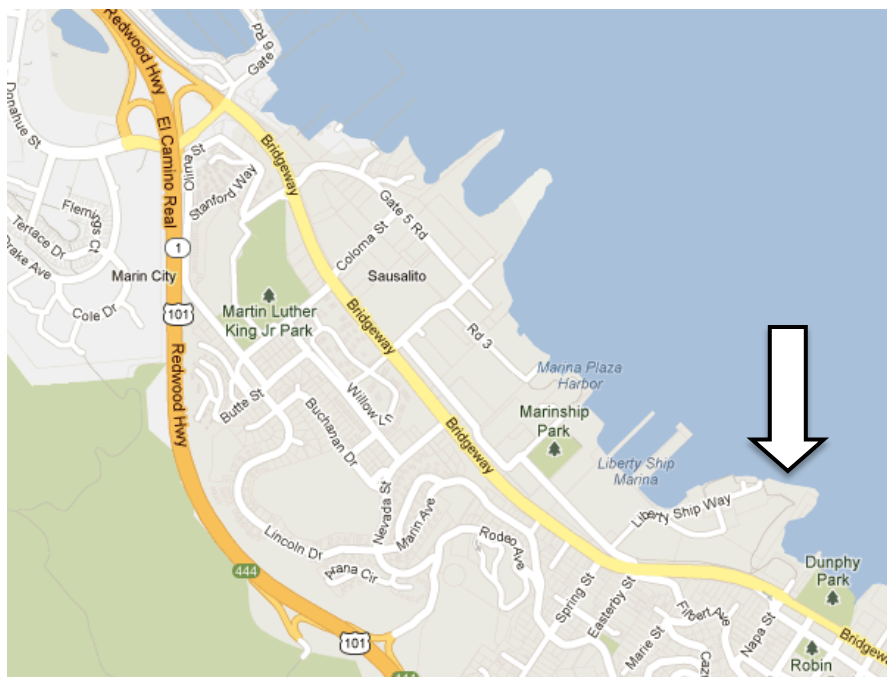
85 Liberty Ship Way  
Sausalito, California

### 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.



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