

Pocket checklist for walks / group work outdoors:



Have you read/applied the Risk Assessment and read the session plan?

Do you have: all the equipment/ map /first aid kit / medication/ water etc that you need?

What do you know about your group already? What do you need to find out?

At the start:

- Gather group together (check they can see and hear you)
- Hello – I am.... Introductions, welcome.
- Describe purpose/ aim of session. Summarise activities, timings, route
- Check photo permission.
- Health and safety: emergency procedures, any hazards, first aid kit;
- Cover any basic hazards/controls if necessary. Head count, agree back-stop person
- Ground rules – eg make sure people know to tell you if they decide to leave.
- Quick visual check: clothing, mobility etc for the route/weather/length of time you are outside
- Ask if anyone has been here before - it's always useful to know!
- Any questions?
- LOOK AS THOUGH YOU ARE ENJOYING YOURSELF (always goes down well!)

During:

- Make sure you set a pace which all of the group can manage.
- Keep eye on timing
- Remember to gather ALL the group when talking
- Be alert to: people struggling, getting bored, tired, hot, cold etc

At the end:

Head count * Evaluate * Put equipment etc away * Have a rest!

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