

Running Safe Activities (17)

Aim

To enable adults to plan and run exciting, safe and developmental activities for the young people in their section.

Topics covered

- The importance of activities as a regular part of a high-quality balanced programme
- The processes that need to be followed to carry out any indoor or outdoor activities in Scouting
- Managing groups during the activity, including the Leader in Charge principle
- Planning suitable activities, with appropriate risk assessment and communication
- InTouch system, activity rules, parental permission, and procedures in event of an accident or incident

Change of role

Revalidation of this module is required when changing from a supporter role to a leader role.

Check your knowledge

These questions are designed to help you establish what you already know and the learning you still have left to complete for this module. You should work with your Training Adviser (TA) to identify any learning you have left to complete and how you can complete this. These questions will explore your knowledge on the topics covered; you will need to demonstrate practical experience to meet the requirements of the validation criteria below.

Topic	What do you already know? Questions to ask yourself	Confidence rating How would you rate your confidence in this area? (1= not confident, 5= very confident)
The importance of activities as a regular part of a high-quality balanced programme	Can I identify why activities are an important part of the programme, particularly outdoor activities?	
	Can I identify which activities members are not allowed to take part in according to Policy, Organisation and Rules?	
The processes that need to be followed to carry out any high-quality balanced programme	Can I identify the process/steps for undertaking any Scout-led activity?	
	Can I identify the process/steps for undertaking any externally-led activity?	
	Do I know which activities require Adventurous Activity Permits and where I can find more information about how to apply for one?	
Managing parties during the	Can I outline the role and responsibilities	

activity, including the leader in charge principle	of the Leader in Charge?	
	Can I outline why it is important to ensure that every Scouting event or activity has a designated Leader in Charge?	
Planning suitable activities, with appropriate risk assessment and communication	What is a risk assessment and why is it important? How would I carry out a risk assessment for an activity or event?	
	Do I understand how I can promote the creation of a culture of safety and how communications can be promoted locally?	
InTouch system, activity rules, parental permission, and procedures in event of an accident or incident.	Can I identify what the InTouch system is, and why it is important to have an effective InTouch system in place for all activities?	
	Can I list the processes that are in place in case of an accident, incident or near miss and who I should report them to?	
	Do I know where support and guidance for running activities can be found?	

Delivery methods

- Course
- One to one
- Small Group
- Workbook

Validation criteria

To validate this module, you will need to complete **two** of the following:

- Plan, or assist in planning, an activity taking into account:
 1. the age, experience, fitness and additional needs of the group
 2. the rules related to the activity (including adult to young person ratios; any activity rules; gaining approval from the relevant commissioner; etc.)
 3. any clothing, footwear, personal and group equipment needed for the activity and anticipated weather conditions
 4. the need for a risk assessment to be carried out and communicated effectively
 5. the need for an InTouch system to be in place

Evidence you could use may include one or more of the following: a visit from your Training Adviser to a programme planning meeting, a written or verbal statement to your Training Adviser from an observer describing your role in planning an activity for the section, programme plans, risk assessments, InTouch procedure documents, registers, and letters to parents or budgets, discussion with your Training Adviser (this should focus on how you incorporated the criteria above when planning an activity for the section and should be accompanied by another form of evidence)

- Act as the leader in charge for an activity, taking into account the need to:
 1. oversee the activity (ensuring that registers, headcounts etc. are in place)

- 2 co-ordinate the adults involved in the activity, allocating roles to specific adults and ensuring that they are clear on what they need to do
- 3 communicate relevant instructions, guidance and rules to young people involved in the activity
- 4 carry out a dynamic risk assessment

Evidence you could use may include one or more of the following: a sectional visit from your Training Adviser to observe you acting as the leader in charge for an activity for the section, a written or verbal statement to your Training Adviser from an observer describing your role in acting as the Leader in Charge for an activity for the section, Programme plans, risk assessments, InTouch procedure documents, registers, letters to parents or budgets, showing the perspective of the Leader in Charge, discussion with your Training Adviser, this should focus on how you incorporated the criteria above acting as the Leader in Charge for an activity and should be accompanied by another form of evidence.

- Any other ideas subject to agreement with your Training Adviser

Additional validation criteria can be created in consultation with a Training Adviser if necessary. Any additional validation criteria created will need to check what you have learnt and that you can apply the skills that you have acquired to your role.

The list of evidence provided for each validation criteria is not exhaustive and there may be other forms of evidence that you may wish to use to validate this module. These can be agreed with your Training Adviser. In addition to looking at the evidence, you have provided, your Training Adviser will ask you to review and explain some elements in order to ensure that you have applied your knowledge and understanding in your role.