

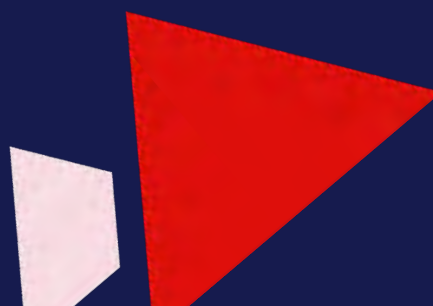
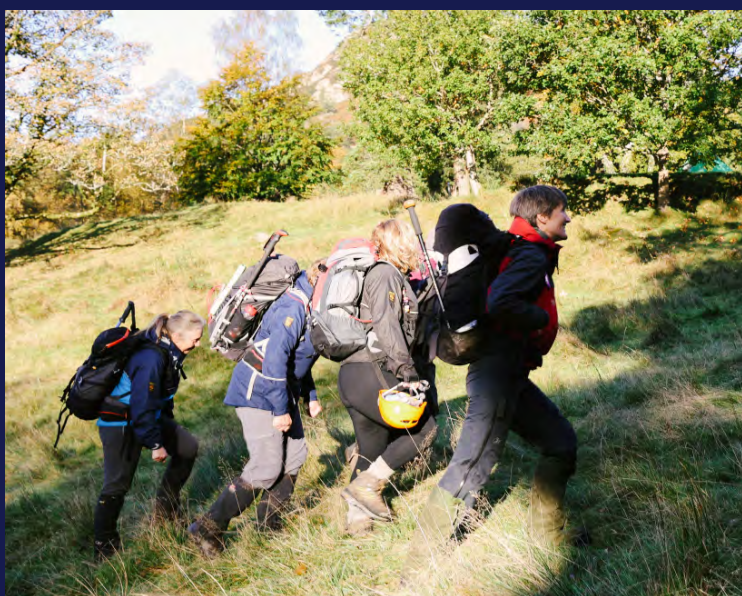


Girlguiding



Walking scheme

2023



Useful information

Name:
Membership number:
Address:
Telephone:
Email:

Walking mentor:
Address:
Telephone:
Email:

County walking adviser:
Address:
Telephone:
Email:

County outdoor adviser:
Address:
Telephone:
Email:

Country / region walking adviser:
Address:
Telephone:
Email:

Contents

Useful information	1
1 Introduction	6
– Who can do the training and take the qualification?	6
– Is the Girlguiding walking scheme externally recognised?	7
– What qualifications do I need to take Girlguiding members walking?	7
– Walking in winter	7
– Optional training modules	8
– The Duke of Edinburgh's Award and the Girlguiding walking scheme	8
– Classification of countryside and associated qualifications	9
– Where do I start?	11
– Recognising prior experience, skills and knowledge	12
– Training and qualification requirements of the walking scheme	13
– Training and assessment	14
– Is there an appeals procedure?	15
– Completing the Girlguiding walking scheme	16
Level 1 – for walks in lowland country	17
– What do I have to do?	17
– Training	17
– First aid	17
– Logbook walks	17
– Supported walk	18
– In what order must I do things?	18
– How long will it take?	18
– What happens on completion?	18
– Module 1: Plan and prepare for a walk in open country	19
– Module 2: Demonstrate knowledge of route planning and navigation skills in lowland country	23
– Module 3: Plan for the safety of yourself and others in lowland country	26
– Module 4: Demonstrate personal leadership and group management skills for lowland country	30
– Level 1 qualification page	32
– Level 1 completion of qualification	33

–	Level 1 renewal of qualification	34
2	Level 2 – for walks in open country	35
–	What do I have to do?	35
–	Training	35
–	Assessment	36
–	First aid	36
–	Logbook walks	36
–	Supported walk	36
–	In what order must I do things?	37
–	How long will it take?	37
–	What happens on completion?	37
–	Module 1: Plan and prepare for a walk in open country	38
–	Module 2 – Demonstrate knowledge of route planning and navigation skills in open country	42
–	Module 3: Plan for the safety of yourself and others in open country	45
–	Module 4: Demonstrate personal leadership and group management skills for open country	50
–	Level 2 qualification page	52
–	Level 2: Completion of qualification	53
–	Level 2 – Renewal of qualification	54
3	Level 3 – For walks in remote country	56
–	What do I have to do?	56
–	Training	56
–	Assessment	56
–	First aid	57
–	Logbook walks	57
–	Supported walk	57
–	What happens on completion?	57
–	Module 1: Plan and prepare for a walk in remote country	59
–	Module 2: Demonstrate knowledge of route planning and navigation skills in remote country	64
–	Module 3: Plan for the safety of yourself and of others in remote country	67

–	Module 4: Demonstrate personal leadership and group management skills for remote country	72
–	Level 3 qualification page	74
–	Level 3: Completion of qualification	75
–	Level 3 – Renewal of qualification	76
4	Appendix 1 – Key roles	78
–	The mentor	78
–	The Girlguiding walking technical adviser	78
–	The Girlguiding outdoor team walking specialist	79
–	The director of training	79
–	The trainer	80
–	The director of assessment	80
–	The assessor	80
–	The supporter	80
–	Trainers' and assessors' weekends	81
–	Trainer' and assessors' qualifications	82
–	The verifier	82
–	Qualification Renewals	83
5	Appendix 2 – Completing the assessment	88
–	Guidelines for assessors	88
–	Key steps in the assessment process	89
–	Assessment methods	90
–	Further information	90
6	Appendix 3 – Route cards	91
	92	
	Appendix 4 – Water safety module	93
7	Appendix 5 – Kit lists	95
–	For Lowland country	95
–	For open country	96
–	For remote country	97
8	Appendix 6 – First aid kit lists	98
9	Appendix 7 – Emergency procedures	99

10	Appendix 8 – Risk management	101
11	Appendix 9 – Sample logbook pages	102
12	Appendix 10 – CPD	103
13	Further information	104

Introduction

Walking is a great way to get out and explore both your local area and the wider countryside, and is a popular activity for members of Girlguiding. This scheme aims to ensure that walking activities are delivered safely whether it is a walk in lowland, open or remote country. It will also enable more girls and young women to take part.

The Girlguiding walking scheme involves theoretical and practical training and assessment at three levels, each relating to a different classification of countryside in the UK. It provides participants with the skills and experience needed to lead groups on walks or expeditions. This resource is designed to support you through each level of the scheme and record your progress throughout.

Like other schemes in the series, the walking scheme has a competence-based approach. You need to demonstrate what you can do, as well as what you know. This approach enables your previous walking experience and achievements both within and outside guiding to be recognised.

The qualifications may be taken at any of the three levels:

- Level 1 for lowland country
- Level 2 for open country
- Level 3 for remote country

Girlguiding recognises Mountain Training UK and Ireland (MTUKI) (the coordinating body for walking for the UK and Ireland) qualifications such as Hill and Moorland Leader (previously Walking Group Leader) and Mountain Leader (ML). For further information about using these qualifications with Girlguiding members please see the *Adventure for girls* pages on the Girlguiding website.

Members or non-members with any of these Mountain Training qualifications are also encouraged to take an active part in this scheme by training, assessing or monitoring standards.

1.1 Who can do the training and take the qualification?

Rangers and Young Leaders aged 16 and over, leaders and any interested adults (including non-members) can take part in the scheme. If you have any additional needs, please speak to your commissioner or appropriate adviser about how you can be best supported.

Assessment for a Level 1 qualification may not take place until the candidate has reached their 16th birthday. Assessment for a Level 2 or Level 3 qualification may not take place until the candidate has reached their 18th birthday.

All persons taking part in guiding activities must agree to abide by the Girlguiding Safeguarding Policy, further details of which are available on the Girlguiding website, search for 'safeguarding'.

1.2 Is the Girlguiding walking scheme externally recognised?

These qualifications acknowledge an individual's skill and experience at all levels of walking. Girlguiding consults with national governing bodies to ensure all adventurous activities take place safely. The walking scheme was developed with support from Mountain Training and a Girlguiding walking infographic can be found on their website. (See <https://www.mountain-training.org/help/girlguiding>)

1.3 What qualifications do I need to take Girlguiding members walking?

If all the group are over 18 or the group is walking within 30 minutes from an accessible road or refuge, then the group leader does not need to hold a qualification. Note the following:

1. The distance that can be covered in the 30 minutes travelling time will never be more than 2.5 km and will be less if there are uphill sections on the route. It must also be over a route that can be walked safely.
2. A road that does not have the width or surface to be used by an ordinary road-going ambulance would not be an accessible road.
3. A refuge is a building offering shelter for the party in an emergency and it must either be occupied or have some means of summoning help.

If any member of the group is under 18 and the group is walking further than 30 minutes from an accessible road or refuge, then the qualification you will need is dependent upon the type of country the walk is taking place in. If the walk is taking place in easy or lowland country, you do not need to hold a walking qualification. For walks in open, remote or extreme country, and Guides and Rangers walking without a Leader, please visit the *Adventure for girls* pages on the Girlguiding website and search for 'walking' for further information about the qualifications required.

If Girlguiding members join an organised walk, they must be supervised by an appropriately qualified adult.

1.4 Walking in winter

The group leader must hold Mountain Training's Winter Mountain Leader if:

- the group is planning to walk in open, remote or extreme country where ice or snow is prevalent or forecast and any member of the group is under 18, and
- the proposed route is further than 30 minutes from an accessible road or refuge with a landline telephone.

1.5 Optional training modules

Girlguiding has a number of Optional training modules, two of which are related to this scheme: Out and About and Water Safety. Leaders with limited experience of taking units away from the meeting place are encouraged to attend an Out and About training. This Module uses scenarios to help candidates build up their knowledge about the planning, preparation and management of activities held away from the usual meeting place.

The Water Safety Optional Training Module is designed to help candidates develop their knowledge and skills of activities involving water. Certain parts of the Water Safety Optional Training Module are included in this walking scheme (see Appendix 4). Once completed, this Module is valid for all levels, though further training will be given on Level 2 and 3 courses.

Contact your local walking adviser or outdoor activities adviser for further details on optional Out and About and Water Safety training modules.

1.6 The Duke of Edinburgh's Award and the Girlguiding walking scheme

The Girlguiding walking scheme enables candidates to train and supervise young members undertaking Duke of Edinburgh's Award expeditions that are carried out on foot or cycles.

The Supervisor must have the qualification relevant to the type of countryside.

Lowland: Qualified or experienced at Level 1 or holder of Level 3 Qualification in Lowland Expedition Leadership (LEL3) or holder of the Lowland Leader Award or above.

Open: Qualified at Level 2 or holder of the Hill and Moorland Leader or above.

Remote: Qualified at Level 3 or above.

Extreme: Holder of the Mountain Leader (ML) or above.

Hill and Moorland Leader holders are qualified to supervise teams in countryside which includes pathless terrain within the scope of the award and other areas at the discretion of the Girlguiding walking technical adviser.

Mountain Training provides a booklet entitled *Remote Supervision Guidance Notes* which may be of use to Supervisors.

1.7 Classification of countryside and associated qualifications

Class of country (Girlguiding)	Description of country	Appropriate level of training and qualification	Governing body
Easy	Urban areas, spare ground, recreational areas and parks, local woods, lanes, nature trails, tracks and paths in your own locality, where there is no danger of getting lost.	Out and About Optional Training Module or equivalent walking experience. No qualification required.	Girlguiding
Lowland	Lanes, tracks and paths, fields, woods, or other non-remote lowland areas, where the ability to read a map and find a route may be necessary, but weather conditions will not be extreme and the types of country will not present any great problems.	Level 1 Optional Training or equivalent walking experience. Qualification is encouraged, but not mandatory.	Girlguiding
Open	<p>Open, uncultivated, non-mountainous terrain where all of the following criteria must be met.</p> <ul style="list-style-type: none"> • Areas enclosed by well-defined geographical or man-made boundaries. • Areas of remoteness that are easily exited in a few hours. • Areas where movement on steep or rocky terrain is not required (in either a planned or unplanned situation) and there are no serious water hazards. • Areas typically not more than 600 metres above sea level. • Routes must follow paths or linear features that are both marked on a map and clearly visible on the ground. 	Level 2	Girlguiding
Remote	Anywhere in the UK except steep slopes, rocky ground, scree, loose rock and exposed ridges.	Level 3	Girlguiding

Class of country (External)

Lowland	Lowland country	<p>Level 3 Qualification in Lowland Walk Leadership (LWL3)</p> <p>Level 3 Qualification in Lowland Expedition Leadership (LEL3) (previously Basic Expedition Leader)</p> <p>Note that Girlguiding recognises these external qualifications. However for lowland terrain a qualification is encouraged, but not mandatory.</p>	SLQ Sports Leaders
Lowland	<p>All of the following criteria must be met.</p> <p>Walks must not cross any hazardous terrain (eg cliffs, very steep slopes, water hazards etc).</p> <p>Throughout the walk the group should never generally be more than 3km away from a key access point such as a car park, lay-by or populated area. Any potential escape routes should also lie within the scope of the defined terrain for the Lowland Leader Award.</p> <p>Walks will require the ability to plan routes, use simple navigation skills using a map and compass and be self-sufficient.</p> <p>Walks must follow paths or tracks that are both marked on a map and clearly visible on the ground and that do not require navigation across untracked areas.</p> <p>Walks must use bridges or other recognised water crossing points.</p> <p>Walks must take place only in summer conditions (ie when there is no unavoidable snow or ice on any part of the route).</p>	<p>Lowland Leader Award</p> <p>Note that Girlguiding recognises this external qualification. However for lowland terrain a qualification is encouraged, but not mandatory.</p>	Mountain Training

Open/ Remote	<p>All of the following criteria must be met.</p> <p>Open, uncultivated, non-mountainous high or remote country known variously as upland, moor, bog, fell, hill or down.</p> <p>Areas enclosed by well-defined geographical or man-made boundaries such as classified roads (areas that merge with mountain regions and do not have well defined boundaries are excluded).</p> <p>Areas of remoteness that are easily exited in a few hours, to a refuge or accessible road.</p> <p>Areas where movement on steep or rocky terrain is not required (in either planned or unplanned situations).</p>	<p>Hill and Moorland Leader (previously Walking Group Leader).</p> <p>Offered in conjunction with Level 3.</p>	Mountain Training
Extreme	Anywhere in the UK, but it does not include the planned use of a rope.	Mountain Leader (ML)	Mountain Training

For regulations regarding walking please refer to the *Adventure for girls* pages on the Girlguiding website.

1.8 Where do I start?

The first step is to talk with your local commissioner about what you wish to achieve. Then you need to contact your county walking adviser or outdoor activities adviser. They will help you find a suitable mentor (see Appendix 1, Key roles) or, alternatively, perform this role themselves. They will also keep you informed of trainings available at county, country/region and Girlguiding level.

Everyone starts the walking scheme with different experience, skills and knowledge gained within guiding or outside. Your mentor or walking adviser has personal knowledge of the walking scheme and will:

- help you to review your experience and skills to determine at which level you should start the scheme
- help you to plan your way forward, based on your training needs, available trainings and opportunities for you to gain experience
- maintain contact with you to help you monitor your progress
- provide general support and guidance as you progress through the walking scheme.

You are likely to have several trainers and assessors, possibly from different parts of the UK, so it is recommended that you have a local mentor during your training period to support you.

1.9 Recognising prior experience, skills and knowledge

You should start the walking scheme at the level appropriate to your existing walking skills and experience. Your walking adviser will help you to evaluate this.

You may have walked with family and friends over many years, and this is all relevant and is recognised as valuable experience – so you may already have more experience than you realise!

Level 1

You do not need any previous walking experience to start at Level 1.

Level 2

Start at Level 2 if you have relevant walking experience or you have completed any of the following:

- Queen's Guide award (if your Exploration or Expedition involved walking)
- Silver or Gold Duke of Edinburgh's Award (if your Expedition involved walking)
- Bronze or Silver NNAS Award
- Level 3 Qualification in Lowland Walk Leadership (LWL3)
- Level 3 Qualification in Lowland Expedition Leadership (LEL3)
- Lowland Leader Award
- Hill and Moorland Leader training
- Some local walking training schemes (depending on the terrain involved).

To start at Level 2 you must have undertaken six walks in any type of country. It is recommended that:

- one should have been at least 6km
- two walks should have been in open country (see *Countryside Classification* on the Girlguiding website)
- three should have taken place in the last three years.

Level 3

Start at Level 3 if you have relevant walking experience or you have completed any of the following:

- Gold NNAS Award
- Hill and Moorland Leader
- Mountain Leader (ML) training
- some local walking training schemes (depending on the terrain involved).

To start at Level 3 you must have undertaken 20 days of walks in open country or above (see *Countryside Classification* on the Girlguiding website). It is recommended that:

- all must have been at least 10km in length or five hours in duration

- three different areas were included
- six should have taken place in the last three years.

1.10 Training and qualification requirements of the walking scheme

	Level 1	Level 2	Level 3
Training	Level 1 Modules	Level 2 Modules ¹	Level 3 Modules ¹
Assessment	Level 1 Modules	Level 2 Modules ²	Level 3 Modules ²
Logbook walks ³	Minimum of six, at least one as a leader, and at least one of 6km.	20 days of walks (10 of which can be L3 or above), in open country in at least three different areas, with one in adverse weather conditions. All at least 10km or five hours in duration. At least two as a leader. ⁴	20 days of walks in remote country or above in at least three different mountainous areas with one in adverse weather conditions. All at least five hours in duration. Two as a leader. ⁴
Supported walk (once assessment and logbook walks completed)	One in lowland country.	One in open country.	One in remote country.
First aid (must be current)	1st Response minimum.	First aid qualification (minimum 16 hours' training and an element of assessment) plus 1st Response e-learning.	First aid qualification (minimum 16 hours' training and an element of assessment) plus 1st Response e-learning.

¹To gain a qualification, candidates must attend at least one approved training course (unless exemption is granted).

²To gain a qualification, candidates must attend at least one approved assessment course.

³Logbook walks can be with family, friends, guiding etc, and may include walks undertaken before starting the scheme.

⁴A qualified leader must be present if anyone in the group is aged under 18.

1.11 Training and assessment

Having decided at which level you should enter the scheme and having notified your local commissioner, the next step is usually to attend a training. Your county walking adviser or county outdoor activities adviser will help you do this. The training course will cover the syllabus for the relevant level as detailed in the corresponding sections of this resource.

Each level of the walking scheme consists of four modules. Each module contains elements that set out specific requirements. The modules are in the same order at each level, but the elements within the modules progress and build on the skills gained at the previous level – these are set out on record pages later in this resource.

Following training you may need to gain further experience before you are ready to be assessed. When you are ready to take your qualification, the assessment will cover three categories.

- Modules to be completed and signed off by an assessor.
- Review of a logbook detailing your walking experience.
- Appropriate first aid qualification.

Once your modules and logbook have been signed off, each level requires you to successfully complete a Supported walk. You will be supported by an assessor for that level. Be sure to take every opportunity to act as an assistant leader and later as a leader of a group. If you are leading an adult group, ask for objective feedback on how you performed.

1.12 What evidence do I need to collect?

Self-assessment is a major part of the scheme, so keep a logbook of all the walks you go on, either as a group member or as a leader. See Appendix 9, for a sample logbook page.

After successfully completing your assessment course and your supported walk, you will need to provide the following evidence to the Verifier:

- the relevant pages from the walking scheme resource for the level you have completed
- copy of a valid first aid certificate
- copy of your logbook of walks
- details from a walk that you have planned (this could be your supported walk), including:
 - > risk assessment
 - > correspondence with a local commissioner
 - > information for the home contact and home contact form (as issued, no personal details)
 - > information to parents/participants

- > consent form (as issued, no personal details)
- > kit list
- > route card
- > weather forecast.

All evidence should be presented in a well-organised manner and can be posted or scanned and emailed to the Verifier if appropriate. After submission to the Verifier, all evidence will be returned to you.

For details on the verifier's role and who the verifier is for each level of the walking scheme, see *key roles, appendix 1*.

1.13 Is there an appeals procedure?

If a decision is made that you do not agree with it is important that you try to resolve this with your assessor. If a resolution is not reached you have the right to appeal to the appropriate walking or outdoor activities adviser for the relevant level.

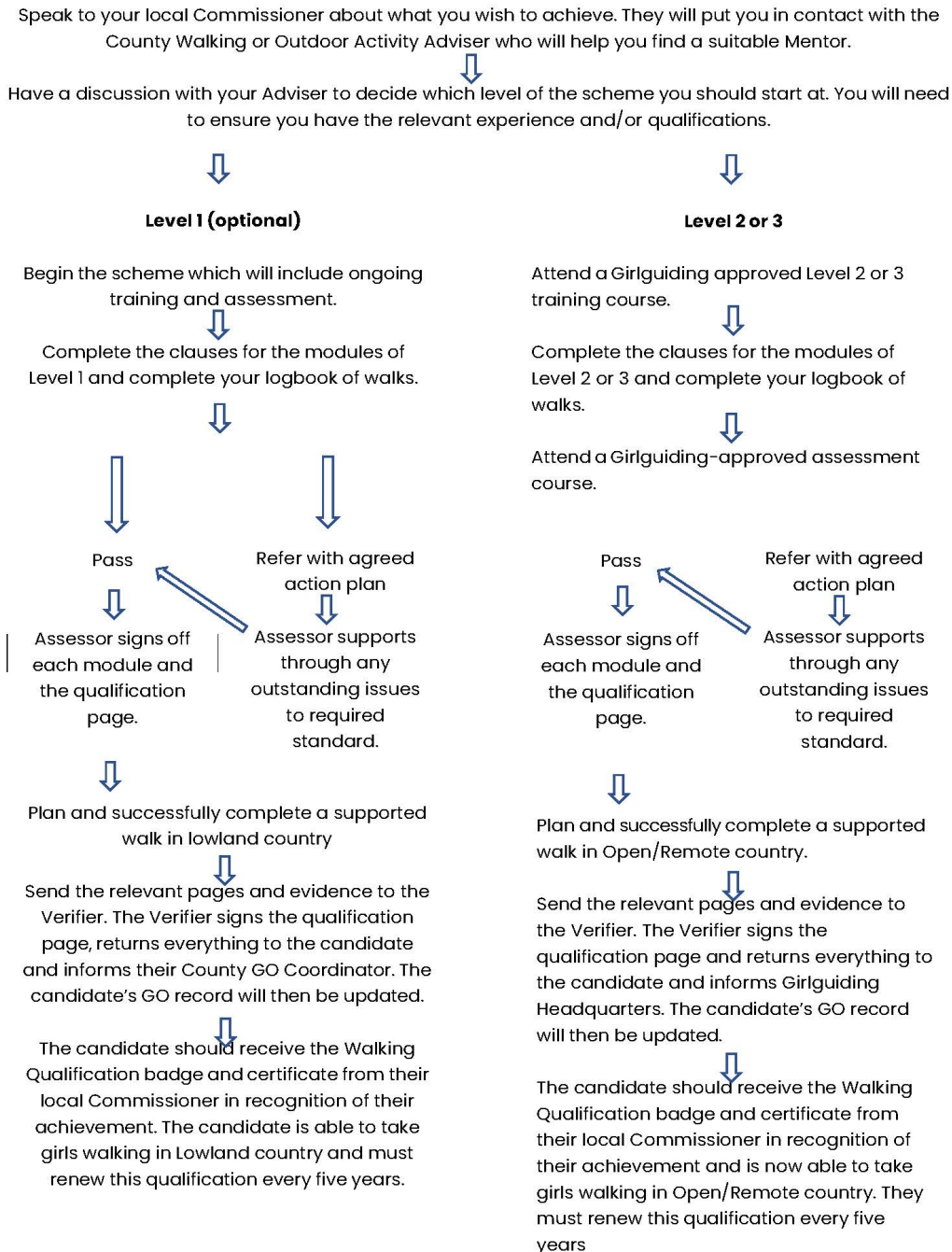
Level 1: county walking adviser or outdoor activities adviser

Level 2: country/region walking adviser or outdoor activities adviser

Level 3: Girlguiding Outdoor Team walking specialist

If a resolution is not met with the relevant outdoor activities adviser, candidates should register their appeal with their country/region office within one month of the outdoor activities adviser's decision.

1.14 Completing the Girlguiding walking scheme



Level 1 – for walks in lowland country

Lowland country is defined as lanes, tracks and paths, fields, woods or other non-remote lowland areas where the ability to read a map and find a route may be necessary, but where weather conditions will not be extreme and the types of country will not present any great problems.

1.15 What do I have to do?

You must complete ongoing training and assessment of the following modules.

Module 1: Plan and prepare for a walk in lowland country.

Module 2: Demonstrate knowledge of route planning and navigation skills in lowland country.

Module 3: Plan for the safety of yourself and of others in lowland country.

Module 4: Demonstrate personal leadership and group management skills for lowland country.

1.15.1 Training

Trainings are likely to include both theory and practical sessions on topics such as clothing and equipment, map and compass skills, route planning, access and conservation, weather, water safety, leadership skills, accident and emergency procedures, and the Girlguiding regulations for walking.

Trainings may be held over a series of evenings, on a Saturday or a Sunday, or over a weekend.

At Level 1 your training and assessment is ongoing and you will normally be assessed locally. For each element, your assessor will complete and sign the relevant pages in this resource to indicate that you have proved your competence as required.

1.15.2 First aid

You must hold a valid first aid qualification, the minimum being 1st Response or an equivalent course (six hours' basic skills training) plus 1st Response e-learning. A current first aid qualification is required for your walking qualification to remain valid.

1.15.3 Logbook walks

You must complete and present to your assessor a logbook of at least six walks in the UK. You must be the leader for at least one walk, and at least one walk must be of 6km or more in

length. Logbook walks can be with friends, family, Girlguiding members or with other groups, and may include walks undertaken before starting the scheme.

1.15.4 Supported walk

You must plan and be supported leading a walk in lowland country. The supported walk is not assessed; it simply needs to be successfully completed. The supported walk should meet the criteria for a logbook walk in lowland country (being about 6km in length) and will usually be on a route that is familiar to you. Your supporter will be appointed by your county walking adviser and should be someone you feel comfortable with. Please see Appendix 1, Key roles for further information.

1.16 In what order must I do things?

Elements and modules can be completed and signed by the assessor in any order. All the modules and your logbook must be signed before you start your supported walk. The exception to this is that first aid and water safety may be done between your supported walk and verification (on the supported walk, your competent deputy or supporter could be the first aider).

1.17 How long will it take?

The amount of time it takes to gain your Level 1 qualification will be largely dependent on your existing skills and experience, and the availability of appropriate training and opportunities to complete your logbook walks. It will therefore vary for different individuals. However, most candidates should be able to complete their Level 1 qualification within a year.

1.18 What happens on completion?

When all elements within a module have been signed, your assessor will sign to confirm that the module has been completed. When all modules have been completed and signed, your assessor will sign the qualification page. The relevant pages from the walking scheme, together with the other evidence required are then posted, or scanned and emailed to the verifier who ensures that everyone is meeting a common standard. Verification at Level 1 is by the county walking adviser or county outdoor activities adviser. Please see Appendix 1, Key roles for further information.

The verifier will sign the qualification page and return this and your evidence to you. Your qualification is now complete and should be added to your GO record by your county GO Coordinator.

On completion of the Level 1 qualification, you are entitled to wear a metal walking scheme badge on your badge tab. This can be obtained through county badge secretaries and will usually be presented to you by your local commissioner. You will also receive a certificate in recognition of your completion of this qualification.

Your qualification is valid for five years. For details on how to renew your Level 1 qualification see page 34.

1.19 Module 1: Plan and prepare for a walk in lowland country

Element 1a: Identify suitable clothing and equipment for lowland country

How do I achieve this?	Method of assessment	Date	Signature
i. List suitable clothing and footwear			
ii. List the equipment that should be carried on a day's walk by a group member			
iii. List the extra items that should be carried by the group			
iv. Discuss the appropriate types and quantities of food and drink to be taken			
v. Demonstrate the best way to pack, lift and carry a rucksack			

Helpful notes

- i. Suitable clothing and equipment will depend on the time of year, weather conditions, type of country, activity to be undertaken, individual requirements and cost.
- ii. See Appendix 5 for a suggested kit list.
- iii. Group items will not necessarily be carried by the leader.
- iv. Consider the importance of sufficient fluid intake. Think about appropriate packaging of food and drink for a day's walk, including its portability, weight, safety (eg no glass bottles) and environmental friendliness.
- v. Consider care of the back, comfort of the rucksack and accessibility of contents

Element 1b: Demonstrate knowledge of, and follow, Girlguiding regulations for walking

How do I achieve this?	Method of assessment	Date	Signature
i. Check requirements in the <i>Adventure for girls</i> pages on the Girlguiding website concerning walking in lowland country			
ii. Demonstrate knowledge of adult-to-child ratios for walking in Lowland country			
iii. Inform parents of all relevant details and collect completed Information and Consent for Event/Activity forms			
iv. Send information to appropriate commissioner(s) and discuss when you might want or need to contact adviser(s)			
v. Send relevant information to the home contact and inform her of your safe return			

Helpful notes

i) If the walk takes place during a residential event a local base contact may also be needed, with whom details of the route and participants may be left.

ii) A 16 or 17 year old may gain their Level 1 walking qualification and lead groups of young members in lowland countryside, however the normal adult to child ratios for activities away from the usual meeting place must still be maintained.

iii) Provide copies of forms and information sheets (personal health details should remain confidential). Copies of Consent for Event/Activity forms, or Health Information forms if the walk takes place during a residential event, should be carried for each participant.

v) Further guidance about home contacts can be found on the Girlguiding website, search for 'Home contact'.

Element 1c: Assess and manage the risks of a lowland country walk

How do I achieve this?	Method of assessment	Date	Signature
i. Provide evidence of having assessed the risks of a walk before setting off			
ii. Explain when and how to modify plans			
iii. Assess the equipment available to the group and its effect on the safety of those on the walk			
iv. Re-assess plans and modify as necessary during the walk			
v. Explain why you would decide not to set out at all or turn back once en-route			

Helpful notes

i) Please refer to Appendix 8 for risk management guidelines.

ii) Plans for your walk should be modified, for example to suit the slowest member of the group.

iv) Discuss choices and circumstances in making decisions, for example illness, lack of or poor quality of equipment, weather, composition of group, keenness of group members, perceived group morale/ self-confidence to overcome difficulties.

Element 1d: Demonstrate knowledge of access and of conservation in lowland country

How do I achieve this?	Method of assessment	Date	Signature
i. Explain where to obtain information on access to the countryside			
ii. Explain the terms a) legal access b) right of way and c) waymarking			
iii. Discuss the pressures on the countryside and the different needs of users			
iv. Explain the reasons for temporary restrictions			
v. Demonstrate knowledge of the Countryside Code			
vi. Discuss the principles of conservation of plant and animal life			
vii. Demonstrate basic knowledge of specially designated areas such as National Parks			
viii. Discuss the role of organisations concerned with accessing the countryside.			

Helpful notes

ii) Not all paths are rights of way. Be aware of the Countryside and Rights of Way Act 2000, Scottish Outdoor Access Code and Outdoor Recreation NI (formerly CAAN). Consider the procedure for reporting access incidents, both locally and nationally.

vii) Specially designated areas could include National Parks, National Nature Reserves, Local Nature Reserves, country parks, Areas of Outstanding Natural Beauty, National Scenic Areas (Scotland), Special Areas of Conservation, Sites of Special Scientific Interest (SSSIs), National Trust property and Ministry of Defence land.

viii) For organisations concerned with accessing the countryside please see Useful resources. It is a good idea to collect leaflets and information from different places/organisations/websites.

Module 1 can be signed off on page 32.

1.20 Module 2: Demonstrate knowledge of route planning and navigation skills in lowland country

Element 2a: Plan routes

How do I achieve this?	Method of assessment	Date	Signature
i. Explain the factors influencing the choice of a suitable route			
ii. Plan a route in lowland country suitable for the group			
iii. Estimate realistic speed of travel			
iv. Prepare a simple route card which gives essential information			
v. Plan for any difficult or hazardous sections of the route			
vi. Demonstrate a clear understanding of the definition of lowland countryside and hence the remit of level 1			

Helpful notes

i) Emphasise the distinction between lowland and open country.

ii) Routes should be manageable but challenging for the group as a whole. Factors to consider: the age and experience of the group, time of year etc. Local information and guide books should be used when planning your route, but do not rely solely on information in guide books – use them in conjunction with Ordnance Survey maps.

iii) Factors that affect speed of travel include distance, height climbed/descended, time of day and year, weather conditions, purpose of walk, fitness and age of group members, clothing, halts, ability of the slowest member of group. Adjust to suit group members' abilities and the nature of the walk.

iv) The route card (see Appendix 3, for a blank card) should include distances, heights, times, directions, group details and vehicle registration numbers. Cards should be kept as personal records of walks undertaken for future reference, for your logbook and for any externally accredited schemes.

v) Hazards include walking along and crossing roads, water, steep ground, farmyards, blocked paths, animals, and terrain prone to mud/flooding in wet weather.

Element 2b: Use a map and a compass effectively

How do I achieve this?	Method of assessment	Date	Signature
i. Explain conventional mapping symbols, scales, contour lines and grid references used on Ordnance Survey 1:500000 or 1:25000 maps			
ii. Use these maps, relating map to ground and ground to map			
iii. Compare the pattern of contour lines on the map with land forms on the ground			
iv. Measure distances on the map			
v. Demonstrate how to find north using a compass			
vi. Set the map to ground with and without a compass			
vii. Explain the features of a well-designed compass			

Helpful notes

Discuss the advantages of each scale of map. Use of a Romer scale (a scale on a compass which measures distance and helps determine grid references) may be helpful.

Element 2c: Demonstrate navigation skills

How do I achieve this?	Method of assessment	Date	Signature
i. Find the way by using a map and comparing it with what you can see			
ii. Indicate your position on the map at any time			
iii. Use a route card and judge pace on a walk in lowland country			
iv. Discuss methods of leading a group and navigating at the same time			
v. Show how to work out where you are if you get lost			

Helpful notes

Practise using Ordnance Survey 1:50000 or 1:25000 maps.

Module 2 can be signed off on page 32

1.21 Module 3: Plan for the safety of yourself and others in lowland country

Element 3a: Have current first aid knowledge

How do I achieve this?	Method of assessment	Date	Signature
i. Assemble a first aid kit for group use on a walk in lowland country			
ii. Hold a current 1st Response attendance certificate or equivalent first aid qualification (plus 1 st Response e-learning) which must include choking and CPR treatment for children and adults			
iii. Discuss the particular health and safety issues you need to consider while walking, including prevention of hypothermia and heat-induced disorders			
iv. Explain how to deal with the types of accidents and injuries commonly associated with walking, including blisters, sprains and strains			
v. Demonstrate how to deal with a first aid incident outdoors			
vi. Ensure that current health information is carried for each member of the group			

Helpful notes

i) The first aid kit contents for hikes and expeditions listed in Appendix 6 may be helpful. Discuss contents in relation to the type of walk planned. Consider additions as appropriate, for example pain relief tablets, suncreams and insect repellents (all with parental consent).

vi) A completed and signed Health Information form can be carried if the walk is part of a residential event (which requires a Health Information form). Otherwise, a completed and signed Consent for Event/Activity form includes sufficient health information for a day walk

Element 3b: Plan emergency procedures

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate knowledge of Girlguiding accident and emergency procedures			
ii. Explain the action to take in the event of getting lost			
iii. Explain the action to take in the event of an accident or emergency			

Helpful notes

- i) The Emergency procedures flow chart in Appendix 7 may be of use. Explain when action should be taken and discuss possible contingency plans.
- iii) Discuss scenarios and include situations such as late arrival of the group at the pick-up point, missing buses/trains, transport breaking down etc.

Consider the use and limitations of mobile phones and the importance of knowing the location of the nearest accident and emergency department. Remember to care for yourself and the group as well as the individual.

It can be useful to carry the following numbers.

- NHS 111 – dial 111 to use this service in England.
- NHS 24 – dial 111 to use this service in Scotland.
- NHS Direct Wales – dial 0845 4647 to use this service in Wales.

Element 3c: Demonstrate knowledge and understanding of weather

How do I achieve this?	Method of assessment	Date	Signature
i. Explain how to obtain weather forecasts			
ii. Show that you have obtained a weather forecast for one of your walks			
iii. Monitor changes in weather during walks in lowland country			
iv. Discuss the ways in which weather may affect the group			
v. Explain how to prevent adverse weather affecting the safety, comfort and enjoyment of the group in lowland country			

Helpful notes

- i) Discuss national, regional and local sources of forecasts.
- v) Discuss the effects of rain, wind, thunderstorms, cold, snow and ice, sun and heat on the physical and mental condition, and on the terrain, that could present hazards. See Useful resources for information on weather forecasts.

Element 3d: Demonstrate knowledge of hazards

How do I achieve this?	Method of assessment	Date	Signature
i. List the potential hazards and their effects in lowland country, including people, weather, difficult terrain and water hazards			
ii. Discuss ways of dealing with these			
iii. Explain the potential dangers which may be associated with some plant and animal species, how to recognise and avoid them, and the treatment of their effects			

Helpful notes

Potential hazards include roads, farm animals, machinery, slurry pits, and electric and barbed-wire fencing. Information is available in The Highway Code (available at www.gov.uk) and from The Royal Society for the Prevention of Accidents (RoSPA, www.rospace.com).

iii) Plant and animal hazards include poisonous plants, bracken and giant hogweed, animal and snake bites, insect bites and stings including ticks (causing Lyme disease), and E. coli. For further information see **the Girlguiding website**, search for 'diseases'.

Element 3e: Demonstrate knowledge and understanding of water safety

- Complete the Water Safety elements in Appendix 4.

Helpful notes

This element needs to be completed only once throughout the three levels of this qualification. Water safety can be delivered by any suitably qualified person, for example a water activities adviser, a qualified lifeguard or a canoe instructor.

Module 3 can be signed off on page 32.

1.22 Module 4: Demonstrate personal leadership and group management skills for lowland country

Element 4a: Demonstrate personal and leadership skills

How do I achieve this?	Method of assessment	Date	Signature
i. Share your general knowledge with the group during the walk			
ii. Show that your own physical fitness and personal walking skills exceed those required by a group member at this level			
iii. Assess and monitor the personal fitness, medical conditions and other limitations of yourself and your group during a walk			

Helpful notes

- i) Areas of general knowledge and interest could include local history, geography, geology, archaeology, plant and wildlife, environmental concerns etc. One or more of these may be the purpose of the walk.
- iii) Stress the importance of knowing the group members and the continuous monitoring of the group during the walk

Element 4b: Manage the group

How do I achieve this?	Method of assessment	Date	Signature
i. Explain the different ways to lead a group			
ii. Brief group members before and during the walk			
iii. Set an appropriate pace for the group			
iv. Explain how to cater for the needs of the group and individual members			
v. Explain how to show consideration for members of the public when outdoors			

Helpful notes

- i) Leading includes sharing leadership among group members according to their age and experience, using assistants, and placing people in the front, middle and back of the group.
- iii) Pace depends on the time of day, the slowest member of the group, breaks, clothing etc.
- iv) Emphasise the importance of keeping the group together, effective communication and maintaining the group's morale.

Module 4 can be signed off on page 32.

1.23 Level 1 qualification page

Candidate's name:

Membership No:

Phone:

Address

Email:

Postcode

Girlguiding county:

Training courses attended:

Dates / place:

Dates / place:

Dates / place:

Module 1 completed

Module 2 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Modules 3 completed

Module 4 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Water safety (appendix 4)

has been completed

Assessor:

Date:

1.24 Level 1 completion of qualification

Candidate's name:

Membership no:

Logbook of six level 1 walks approved by:

Assessor:

Signature:

Date:

Supported walk

Place:

Date:

Supporter's name:

Signature:

Date:

Verification

Verifier's name:

Signature:

Date:

County walking adviser

outdoor activity adviser

Level 1 completed on:

Valid until:

First aid completed on

Valid until:

1.25 Level 1 renewal of qualification

Candidate's name:

Membership number:

To renew your Level 1 qualification, you will need to post or scan and email the following to your county walking adviser.

- Your completion of qualification page and this page (either original or a copy).
- Your logbook, demonstrating that you have completed at least five walks in the last five years.
- A copy of a valid first aid qualification.

The county walking adviser will check the documents and if appropriate will sign and date this page and return everything to you. Your logbook must be reviewed by someone who is level 2 qualified with twice level 2 experience. Your GO record will also be updated by your county GO coordinator.

Renewal 1

Name: _____

Role: _____

Logbook and first aid certificate seen: _____

Signature: _____

Date: _____

Qualification valid until: _____

First aid valid until: _____

Renewal 2

Name: _____

Role: _____

Logbook and first aid certificate seen: _____

Signature: _____

Date: _____

Qualification valid until: _____

First aid valid until: _____

Renewal 3

Name: _____

Role: _____

Logbook and first aid certificate seen: _____

Signature: _____

Date: _____

Qualification valid until: _____

First aid valid until: _____

Level 2 – for walks in open country

Open country is defined as follows:

Open, uncultivated, non-mountainous terrain where all the following criteria must be met

- Areas enclosed by well-defined geographical or man-made boundaries.
- Areas of remoteness that are easily exited in a few hours.
- Areas where movement on steep or rocky terrain is not required (in either a planned or unplanned situation) and there are no serious water hazards.
- Areas typically not more than 600 metres above sea level.
- Routes must follow paths or linear features that are both marked on a map and clearly visible on the ground.

2.1 What do I have to do?

You must complete both training and assessment of the following Modules.

Module 1: Plan and prepare for a walk in open country.

Module 2: Demonstrate knowledge of route planning and navigation skills in open country.

Module 3: Plan for the safety of yourself and of others in open country.

Module 4: Demonstrate personal leadership and group management skills for open country.

2.1.1 Training

Trainings are likely to include both theory and practical outdoor sessions on topics such as clothing and equipment, map and compass skills, route planning, access and conservation, weather, water safety, leadership skills, accident and emergency procedures, and Girlguiding regulations for walking.

You must attend an approved Girlguiding Level 2 training course, unless exemption is granted based on prior experience. Exemption is granted by the Girlguiding Outdoor Team walking specialist. If exemption has been granted, elements concerning Girlguiding regulations and procedures should be covered and every candidate should have knowledge of Girlguiding's principles and procedures.

Level 2 trainings normally take place over a weekend and are arranged by countries and regions in various open country areas. Those for whom the skills are new are welcome to attend more than one Level 2 training course to build their walking skills and experience. Funds may be available for participants from Girlguiding or countries and regions; please ask your outdoor activities adviser for further details.

Some directors of training (see Appendix 1) may choose to run a virtual session (e.g. via Zoom) prior to a weekend, as part of the L2 training course.

2.1.2 Assessment

You must attend a Girlguiding-approved Level 2 assessment course. At the end of your assessment course your assessor will complete and sign the relevant pages from this resource to indicate that you have proved your competence as required. Any remaining elements and modules can be assessed at a later date by a suitably qualified assessor, before your supported walk.

Some directors of assessment (see Appendix 1, Key roles) may choose to save time during the assessment course by asking their candidates to complete a home paper at Level 2 prior to a course. They may also choose to run a virtual session (e.g. via Zoom) prior to a weekend, as part of the L2 assessment course.

2.1.3 First aid

You must hold a valid first aid qualification with a minimum of 16 hours' training and an element of assessment. You must also complete the 1st Response e-learning. A current first aid qualification is required for your walking qualification to remain valid.

2.1.4 Logbook walks

You must complete and present to your assessor a logbook of at least 20 days of walks in the UK undertaken at any time. Ten walks must be in open country and the remainder can be in remote country or above. Logbook walks can be with friends, family, Girlguiding members or with other groups, and may include walks undertaken before starting the scheme.

- Walks must be in at least three different open country areas.
- At least one walk must be undertaken in adverse weather conditions.
- You must be the leader for at least two walks.
- All walks should be at least 10km in length or five hours in duration.

For a guiding walk, a qualified leader must be present if anyone in the group is aged under 18.

Walks undertaken outside the UK may be entered in your logbook as evidence of your experience, but they may not be counted among your 20 UK walks.

You may include up to ten walks off path or in more mountainous country. If you have fewer than ten walks in open country, but have extensive off-path or mountain walking experience, you should contact the Girlguiding Outdoor Team walking specialist to discuss reducing the requirement.

2.1.5 Supported walk

You must plan and be supported leading a walk in open country. The supported walk is not assessed; it simply needs to be successfully completed. The supported walk should meet the criteria for a logbook walk in open country (being about 10km in length, or five hours in duration) and will usually be on a route that is familiar to you. Your supporter will be appointed by your country/region walking adviser and should be someone you feel comfortable with. Please see Appendix 1, Key roles for further information. Please note that Level 2 awards,

including your supported walk, should be completed within three years from completing an assessment course.

2.2 In what order must I do things?

Elements and modules will be signed by an assessor at the end of a Level 2 assessment course. All the modules and your logbook must be signed before you start your supported walk. The exception to this is that first aid and water safety may be done between your supported walk and verification (on the supported walk, your competent deputy or supporter could be the first aider).

2.3 How long will it take?

The amount of time it takes to gain your Level 2 qualification will be largely dependent on your existing skills and experience, the availability of appropriate training and assessment courses, and opportunities to complete your logbook walks. This will therefore vary between individuals with differing circumstances and diverse levels of experience.

2.4 What happens on completion?

When all elements within a module have been signed, your assessor will sign to confirm that the module has been completed. When all modules have been completed and signed, your assessor will sign the qualification page. The relevant pages from the walking scheme, together with the other evidence required, are then posted or scanned and emailed to the verifier to ensure that everyone is meeting a common standard. Verification at Level 2 is by the Girlguiding Outdoor Team walking specialist. Please see Appendix 1, Key roles for further information.

The verifier will sign the qualification page and return this and your evidence to you. Your qualification is now complete and will be added to your GO record by a member of staff at Girlguiding HQ.

On completion of the Level 2 qualification, you are entitled to wear a metal walking scheme badge on your badge tab. This can be obtained through county Badge Secretaries and will usually be presented to you by your local commissioner. You will also receive a certificate in recognition of your completion of this qualification.

Your qualification is valid for five years. For details on how to renew your Level 2 qualification see page 54.

2.5 Module 1: Plan and prepare for a walk in open country

Element 1a: Identify suitable clothing and equipment for open country walks.

How do I achieve this?	Method of assessment	Date	Signature
i. List suitable clothing and equipment, considering cost, quality versus value for money, hiring, borrowing etc			
ii. Show the equipment that should be carried by a group member on a day's walk			
iii. Discuss the extra group items that should be carried			
iv. Discuss the appropriate types and quantities of food and drink to be taken, including emergency rations			
v. Explain the importance of eating and drinking appropriately			
vi. Demonstrate the best way to pack, lift and carry a rucksack			
vii. Discuss the use of walking poles and other optional equipment and when they may be of benefit to the group			

Helpful notes

i) Clothing and equipment will depend on time of year, nature and duration of the activity, terrain and individual requirements. Consider the variety of materials available. Know why cotton clothing should be avoided in wet and cold conditions. Understand the principles of layering and wicking. Discuss the potential limitations of borrowed equipment, especially boots. See Appendix 5 for a suggested kit list.

Discuss packaging of food and drink for considerations of weight, safety and the environment.

Consider bodyweight-to-weight-of-rucksack ratio and possible back damage.

Think about the use of GPS and digital mapping technology.

Element 1b: Demonstrate knowledge of, and follow, Girlguiding regulations for walking

How do I achieve this?	Method of assessment	Date	Signature
i. Check requirements in the <i>Adventure for girls</i> pages on the Girlguiding website concerning walking in open country			
ii. Demonstrate knowledge of adult-to-child ratios for walking in open country			
iii. Inform parents of all relevant details and collect completed Information and Consent for Event/Activity forms			
iv. Send information to appropriate commissioner(s) and discuss when you might want or need to contact adviser(s)			
v. Send relevant information to the home contact and inform her of your safe return			

Helpful notes

i) If the walk takes place during a residential event a local base contact may also be needed, with whom details of route and participants may be left.

iii) Provide copies of forms and information sheets (personal health details should remain confidential). Copies of Consent for Event/Activity forms, or Health Information forms if the walk takes place during a residential event, should be carried for each participant.

v) Further guidance about home contacts can be found on the Girlguiding website, search for 'Home contact'.

Walking in open country is an adventurous activity. You must be particularly aware of the regulations concerning walking in winter and with participants under 18. Please see the notes on walking in winter and always refer to the Girlguiding website.

Leaders must walk the route in advance or submit it to a Girlguiding walking scheme trainer or assessor who is also a Mountain Leader (ML) holder, with their ML up to date on GO. Your country/region walking adviser or the Girlguiding Outdoor Team walking specialist will be able to provide contact details of one. Alternatively, contact learning@girlguiding.org.uk. See also the *Adventure for girls* pages on the Girlguiding website (search for 'walking in open').

Element 1c: Assess and manage the risks of an open country walk

How do I achieve this?	Method of assessment	Date	Signature
i. Provide evidence of having assessed the risks of a walk before setting off			
ii. Explain when and how to modify plans			
iii. Assess the equipment available to the group and its effect on the safety of those on the walk			
iv. Re-assess plans and modify as necessary during the walk			
v. Explain why you should decide not to set out at all or turn back once en route			

Helpful notes

i) Please refer to Appendix 8 for risk management guidelines.

ii) Plans for your walk should be modified, for example to suit the slowest member of the group.

iv) Discuss choices and circumstances in making decisions, for example illness, lack of or poor quality of equipment, weather, composition of group, keenness of group members, perceived group morale/ self-confidence to overcome difficulties

Element 1d: Demonstrate knowledge of access and of conservation in open country

How do I achieve this?	Method of assessment	Date	Signature
i. Explain where to obtain information on access to open country including current legislation			
ii. Discuss the conflicting needs of users of open country			
iii. Explain the reasons for temporary restrictions in open country			
iv. Explain how to minimise the physical effects of walking activities on open country, with reference to erosion, fragile habitats and rare species			
v. Explain how and where you would obtain information on specially designated areas such as National Parks			
vi. Discuss the role of organisations concerned with accessing the countryside			

Helpful notes

- i) Be aware of the Countryside and Rights of Way Act 2000, Scottish Outdoor Access Code and Outdoor Recreation NI.
- iv) Specially designated areas could include National Parks, National Nature Reserves, Local Nature Reserves, country parks, Areas of Outstanding Natural Beauty, National Scenic Areas (Scotland), Special Areas of Conservation, Sites of Special Scientific Interest (SSSIs), National Trust property, and Ministry of Defence land.
- v) For organisations concerned with accessing the countryside please see Useful resources. It is a good idea to collect leaflets and information from different places/organisations/websites. Consider procedures for reporting access incidents.

Module 1 can be signed off on page 52

2.6 Module 2 – Demonstrate knowledge of route planning and navigation skills in open country

Element 2a: Plan routes

How do I achieve this?	Method of assessment	Date	Signature
i. Estimate pace and timing over different types of terrain			
ii. Plan a route in open country suitable for a specific group			
iii. Prepare a route card for an open country walk which gives essential information			
iv. Indicate on the route card a) suitable alternative options, b) suitable places for stops, c) any points en route where care is needed, d) possible escape routes and e) locations of assistance			
v. Demonstrate a clear understanding of the definition of open countryside and hence the remit of Level 2			

Helpful notes

It is important to emphasise the distinction between open and remote country.

ii) Routes should be manageable and challenging for the group as a whole. Factors include fitness, age and experience of group, time of year etc. Be aware of daylight hours and the need to allow extra time for mishaps, difficult terrain and bad weather, as well as stops for breaks, points of interest etc. Other factors that affect speed of travel are distance, height climbed/descended, purpose of walk, clothing, breaks and ability of slowest member of group. Adjust timings to suit group members' abilities and the nature of the walk.

iii) Route cards should be prepared using a map and all other available information, for example guide books. Include information like details of group, heights to climb, distance, timings, bearings and contact numbers. Accurate and detailed route cards will assist with logbook details. Route card samples are provided in Appendix 3

Element 2b: Use a map and compass effectively

How do I achieve this?	Method of assessment	Date	Signature
i. Use both 1:50000 and 1:25000 Ordnance Survey maps and know the extra features shown on the 1:25000 maps			
ii. Relate contour lines on the map to land forms on the ground and vice versa			
iii. Estimate distance travelled on the ground, for example by pacing and timing			
iv. Set the map with and without a compass in open country			
v. Take a grid bearing and convert it to a magnetic bearing			
vi. Walk on a magnetic bearing a) on rough ground and b) in the dark or in poor visibility			
vii. Use a compass to a) identify features b) take a resection and c) box around obstacles			

Helpful notes

You should be aware of non-Ordnance Survey maps, for example Harvey maps and orienteering maps.

vii) Resection is also referred to as triangulation.

Element 2c: Demonstrate navigation skills

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate route-finding skills in open country comparing both map to ground and vice versa, with and without a compass			
ii. Indicate your position on the map at any time			
iii. Use a route card and judge pace on a day's walk in open country			
iv. Explain how to use different methods to navigate using a) linear features, b) ticking off, c) catching features, d) attack points and e) aiming off			
v. Demonstrate methods of relocation			
vi. Navigate successfully in open country in poor visibility or at night			
vii. Lead a group of peers in open country			
viii. Lead a group of peers at night or in poor visibility in open country			
ix. Discuss methods of leading a group and navigating at the same time			

Helpful notes

Navigation should be of a high standard and must be assessed by practical observation. Routes should be on different types of ground. Sections of a route may be led. Several elements may be combined as long as all are demonstrated successfully.

Module 2 can be signed off on page 52

2.7 Module 3: Plan for the safety of yourself and others in open country

Element 3a: Have current first aid knowledge

How do I achieve this?	Method of assessment	Date	Signature
i. Assemble first aid kits for personal and group use on a day's walk in open country			
ii. Hold an up-to-date first aid qualification which involves at least 16 hours of training, with assessment. Complete the 1st Response e-learning			
iii. Explain how to deal with injuries and conditions you are likely to encounter in open country and the difference that being in open country will make			
iv. Explain how to prevent, recognise and treat hypothermia and heat-induced disorders in open country			
v. Participate in an outdoor first aid casualty scenario and explain how to prioritise the action to be taken			

Helpful notes

i) Consider the first aid kit lists in *Hill Walking* (see Useful resources) and in Appendix 6 with regard to open country. Discuss differences between personal and group first aid kits.

ii) The course provider must be a recognised provider. You may want to look for first aid courses by providers who specialise in outdoor qualifications. Please refer to Useful resources for information. Candidates must ensure that the first aid course meets the requirements of a 16 hour course and ideally includes teaching in the outdoors. Topics such as Lyme disease, Weils disease, hypothermia including immersion, heat exhaustion and heat stroke should ideally be covered.

v) The first aid scenario may take place at a Girlguiding walking course. Health information should be carried for each participant.

Element 3b: Plan emergency procedures

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate knowledge of Girlguiding's accident reporting procedure			
ii. Explain what action to take in the event of getting lost			
iii. Explain what action to take in the event of an accident or emergency			
iv. Explain how to obtain assistance on any routes planned in open country, including the use of International Distress Signals			
v. Use simple techniques to transport a casualty a short distance			

Helpful notes

iii) Consider the use and limitations of mobile phones and the importance of knowing the location of the nearest accident and emergency department.

Explain when action should be taken and discuss possible contingency plans, including the use of emergency group shelters or bivouacs and simple search techniques. Explain the value of getting away from the group for a few minutes to make a detached judgement and use a scenario to demonstrate this.

It can be useful to carry the following numbers.

- **NHS 111 – dial 111 to use this service in England.**
- **NHS 24 – dial 111 to use this service in Scotland.**
- **NHS Direct Wales – dial 0845 4647 to use this service in Wales.**

Element 3c: Demonstrate knowledge and understanding of weather

How do I achieve this?	Method of assessment	Date	Signature
i. Find effective sources of local weather forecasts and make use of them			
ii. Prior to the walk, obtain and show an up-to-date forecast, including wind speeds and temperature expected to prevail during the walk			
iii. Explain how to recognise common cloud types and other signs of approaching poor weather			
iv. Compare the forecast with actual weather experienced			
v. Demonstrate how to effectively minimise the effects of adverse weather conditions on the safety, comfort and enjoyment of the group in open country, including making adjustments to the route			

Helpful notes

Discuss national, regional and local sources of forecasts such as the media, the internet and specialised sources.

Element 3d: Demonstrate knowledge of hazards

How do I achieve this?	Method of assessment	Date	Signature
i. List the potential hazards and discuss their effects in open country, including people, weather, difficult terrain and water and environmental hazards			
ii. Discuss ways of dealing with these hazards			
iii. Explain the potential dangers which may be associated with some plant and animal species, how to recognise and avoid them, and the treatment of their effects			
iv. Describe the dangers of fording streams and rivers in open country			
v. Explain how to judge when a stream is in spate and how to avoid crossing it			
vi. Demonstrate good practice when crossing a stream with a group, ensuring sufficiently wide safety margins			

Helpful notes

- i) People causing hazards could include lack of thought about themselves or others, fitness levels, inadequate preparation and equipment etc. Environmental hazards could include weather extremes, steep and difficult terrain, convex slopes in descent, or usual routes made dangerous owing to wet grass etc.
- iii) Plant and animal hazards include poisonous plants, bracken and giant hogweed, animal and snake bites, insect bites and stings including ticks (causing Lyme disease), and E. coli. For further information see the Girlguiding website, search for 'diseases'.
- v) Discuss the importance of planning a route so that a river is crossed only at a bridge and crossing streams may be avoided. Consider recent rainfall, weather forecasts and observation of local streams when deciding whether to cross a stream.

Element 3e: Demonstrate knowledge and understanding of water safety

Complete the Water Safety elements in Appendix 4.

Helpful notes

This Element needs to be completed only once throughout the three levels of this qualification.

Water Safety can be delivered by any suitably qualified person, for example a Water Activities adviser, a qualified lifeguard or a canoe instructor.

Module 3 can be signed off on page 52

2.8 Module 4: Demonstrate personal leadership and group management skills for open country

Element 4a: Demonstrate personal and leadership skills

How do I achieve this?	Method of assessment	Date	Signature
i. Share your general knowledge with the group during the walk			
ii. Show that your own physical fitness and personal walking skills exceed those required by a group member at this level			
iii. Assess and monitor the personal fitness, medical conditions and other limitations of yourself and your group during a walk			
iv. Demonstrate a) moving on steep slopes and b) moving on rough and loose ground			
v. Show understanding of the BMC publication <i>Safety on Mountains</i> (see useful resources)			

Helpful notes

i) Areas of general knowledge and interest could include local history, geography, geology, archaeology, plant and wildlife, environmental concerns etc. One or more of these may be the purpose of the walk.

iii) Stress the importance of knowing the group members and the continuous monitoring of the group during the walk.

iv) Coping with movement on steep slopes or rough, loose ground, while not within the scope of open country, is included so that the leader can cope if the situation arises.

Element 4b: Manage the group

How do I achieve this?	Method of assessment	Date	Signature
i. Discuss different styles and purposes of leadership			
ii. Explain how to prepare and train group members before and during a walk			
iii. Set an appropriate pace for the group			
iv. Explain how to cater for changing needs of the group and individual members, and how to adjust plans accordingly			
v. Explain the importance of communication in all conditions and demonstrate good practice			
vi. Train the group in skills such as pace, rhythm, foot placing, conservation of energy, balance and coordination			
vii. Organise the group in difficult terrain or weather conditions, e.g. exposed edges, strong winds			
viii. Maintain good morale			

Helpful notes

iv) The leader needs to demonstrate her ability to be flexible and to modify her route should the need arise. Turning back is an option that can be taken.

viii) Good morale can be maintained by keeping the entire group involved, sharing interests and route finding, and monitoring everyone's enjoyment and their conditions.

Module 4 can be signed off on page 52.

2.9 Level 2 qualification page

Candidate's name:

Membership No:

Phone:

Address

Email:

Postcode

Girlguiding county:

Approved level 2 training course attended:

Approved level 2 assessment course attended:

Dates:

Dates:

Place:

Place:

Signature:

Signature:

Name:

Name:

Module 1 completed

Module 2 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Modules 3 completed

Module 4 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Water safety (appendix 4)

has been completed

Assessor:

Date:

2.10 Level 2: Completion of qualification

Candidate's name:

Membership no:

Logbook of 20 level 2 walks approved by:

Assessor:

Signature:

Date:

Supported walk

Place:

Date:

Supporter's name:

Signature:

Date:

Verification

Verifier's name:

Signature:

Date:

Girlguiding outdoor team walking specialist

Level 2 completed on:

Valid until:

First aid completed on

Valid until:

2.11 Level 2 – Renewal of qualification

Candidate's name:

Membership number:

To renew your Level 2 qualification, you must maintain your skills and level of fitness and hold a valid first aid qualification. To apply for your qualification to be renewed you will need to post or scan and email the following to your country or region walking adviser:

- your completed qualification page and this page
- your logbook and other records, demonstrating that you have completed the following within the last five years:

1. a minimum of five days of walks in open country or above. All these walks should be at least 10km or five hours in duration.

2. a minimum of three days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.

3. two further days of personal walking, walking leadership or walking related CPD activity. See Appendix 1 for further details.

- a copy of a valid 16 hour first aid qualification.

The country or region walking adviser will check the documents and will sign and date this page and return everything to you. Your logbook must be reviewed by someone who is a Mountain Leader (ML) holder and a current walking scheme assessor. Notification will be sent to the Girlguiding outdoor team walking specialist and your county walking adviser. Your GO record should be updated by a member of staff at Girlguiding HQ.

Renewal 1

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Renewal 2

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Renewal 3

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Level 3 – For walks in remote country

Remote country is defined as anywhere in the UK except steep slopes, rocky ground, scree, loose rock and exposed ridges.

3.1 What do I have to do?

You must complete both training and assessment of the following modules.

Module 1: Plan and prepare for a walk in remote country.

Module 2: Demonstrate knowledge of route planning and navigation skills in remote country.

Module 3: Plan for the safety of yourself and of others in remote country.

Module 4: Demonstrate personal leadership and group management skills for remote country.

3.1.1 Training

Trainings are likely to include both theory and practical outdoor sessions on topics such as clothing and equipment, map and compass skills, route planning, access and conservation, weather, water safety, leadership skills, accident and emergency procedures and Girlguiding regulations for walking.

You must attend a Girlguiding-approved Level 3 training course, unless exemption is granted based on prior experience. Exemption is granted by the Girlguiding Outdoor Team walking specialist. If exemption has been granted, elements concerning Girlguiding regulations and procedures must be covered and every candidate should have knowledge of Girlguiding's policies and procedures.

Level 3 trainings normally take place over a week or two long weekends and they are arranged by Girlguiding in remote country areas. Those for whom the skills are new are welcome to attend more than one Level 3 training course to build up their walking skills and experience. Outdoor bursaries may be available for participants from Girlguiding or countries and regions; please ask your outdoor activities adviser for further details.

3.1.2 Assessment

You must attend a Girlguiding-approved Level 3 assessment course. For each element assessed, your assessor will complete and sign the relevant pages in this book to indicate that you have proved your competence as required. Any remaining elements and modules can be assessed at a later date by a suitably qualified assessor, before your supported walk.

Some directors of Assessment (see Appendix 1, Key roles) may choose to save time during the assessment course by asking their candidates to complete a home paper at Level 3 prior to the course.

3.1.3 First aid

You must hold a valid first aid qualification with a minimum of 16 hours' training and an element of assessment. You must also complete the 1st Response e-learning. A current first aid qualification is required for your walking qualification to remain valid.

3.1.4 Logbook walks

You must complete and present to your assessor a logbook of at least 20 days of walks in the UK in remote country or above undertaken at any time. Logbook walks can be with friends, family, guiding members or with other groups, and may include walks undertaken before starting the scheme.

- Walks must be in at least three different remote country areas such as the Cairngorms, Snowdonia, Dartmoor and the Lake District.
- At least one walk must be undertaken in adverse weather conditions.
- You must be the leader for at least two walks.
- All walks should be at least five hours in duration.

For a guiding walk, a qualified leader must be present if anyone in the group is aged under 18. Other walks undertaken outside the UK may be entered in your logbooks as evidence of your experience, but they may not be counted among your 20 UK walks.

3.1.5 Supported walk

You must plan and be supported leading a walk in remote country. The supported walk is not assessed; it simply needs to be successfully completed. The supported walk should meet the criteria for a logbook walk in remote country (being about five hours in duration) and will usually be on a route that is familiar to you. Your supporter will be appointed by the Girlguiding Outdoor Team walking specialist and should be someone you feel comfortable with. Please see Appendix 1, Key roles for further information. Please note that Level 3 awards, including your supported walk, should be completed within three years from completing an assessment course.

Note: Level 3 walking does not cover scrambling as an activity. See the *Adventure for girls* pages on the Girlguiding website for details of this activity.

3.2 What happens on completion?

When all elements within a module have been signed, your assessor will sign to confirm that the module has been completed. When all modules have been completed and signed, your assessor will sign the qualification page. The relevant pages from the walking scheme, together with the other evidence required, are then posted or scanned and emailed to the verifier to ensure that everyone is meeting a common standard. Verification at Level 3 is usually by the Girlguiding Outdoor Team walking specialist. Please see Appendix 1, Key roles for further information.

The Verifier will sign the qualification page and return this and your evidence to you. Your qualification is now complete and will be added to your GO record by a member of staff at Girlguiding Headquarters.

On completion of the Level 3 qualification, you are entitled to wear a metal walking scheme badge on your badge tab. This can be obtained through county badge secretaries and will usually be presented to you by your local commissioner. You will also receive a certificate in recognition of your completion of this qualification.

Your qualification is valid for five years. For details on how to renew your Level 3 qualification see page 76.

3.3 Module 1: Plan and prepare for a walk in remote country

Element 1a: Identify suitable clothing and equipment for remote country walks

How do I achieve this?	Method of assessment	Date	Signature
i. Discuss the clothing and footwear adequate for various conditions and to suit personal requirements			
ii. Discuss the equipment that should be carried on a day's walk by a group member			
iii. Discuss the extra items that should be carried by the group			
iv. Discuss recent developments in equipment and clothing, displaying knowledge of up to date technology			
v. Discuss the importance of personal equipment as a leader and consider costs and quality versus value			
vi. Discuss ways to ensure that participants in the group have the appropriate clothing and equipment			
vii. Explain how to care for and maintain the effectiveness of clothing and equipment			
viii. Discuss the appropriate food and drink for a day's walk, including quantities, nutritional value, weight, cost, availability and emergency rations			

ix.	Demonstrate the best way to pack, lift and carry a rucksack			
x.	Discuss the use of walking poles and how these can benefit the group			

Helpful notes

See Appendix 5 for suggested kit lists.

- iv) Discuss the properties of a variety of modern fabrics and the use of mapping technology.
- vi) Discuss the pros and cons of man-made fabrics, wool and cotton and of hire and loan facilities.
- vii) Consider weight and balance of rucksack and the possibility of back injury.

Element 1b: Demonstrate knowledge of, and follow, Girlguiding regulations for walking

How do I achieve this?	Method of assessment	Date	Signature
i. Discuss requirements in the <i>Adventure for girls</i> pages on the Girlguiding website concerning walking in remote country			
ii. Demonstrate knowledge of adult-to-child ratios for walking in remote country			
iii. Inform parents of all relevant details and collect completed Information and Consent for Event/Activity forms			
iv. Send information to appropriate commissioner(s) and discuss when you might want or need to contact adviser(s)			
v. Send relevant information to the home contact and inform her of your safe return			

Helpful notes

i) If the walk takes place during a residential event a local base contact may also be needed, with whom details of route and participants may be left.

iii) Provide copies of forms and information sheets (personal health details should remain confidential). Copies of Consent for Event/Activity forms, or Health Information forms if the walk takes place during a residential event, should be carried for each participant.

v) Further guidance about home contacts can be found on the Girlguiding website, search for 'Home contact'.

Walking in remote country is an adventurous activity. You must be particularly aware of the regulations concerning walking in winter and with participants under 18. Please see notes on walking in winter (page 5) and always refer to the *Adventure for girls* pages on the Girlguiding website, search for 'walking in remote'.

Leaders must have knowledge of the route **and** submit the route plan in advance to the Girlguiding walking technical adviser for approval. Your country/region walking adviser or the Girlguiding Outdoor Team walking specialist will be able to provide contact details. Alternatively, contact **learning@girlguiding.org.uk**

Element 1c: Assess and manage the risks of a remote country walk

How do I achieve this?	Method of assessment	Date	Signature
i. Provide evidence of having assessed the risks of a walk before setting off			
ii. Explain when and how to modify plans			
iii. Assess the equipment available to the group and its effect on the safety of those on the walk			
iv. Re-assess plans and modify as necessary during the walk			
v. Explain why you would decide not to set out at all or turn back once en route			

Helpful notes

i) See Appendix 8 for risk management guidelines.

ii) Plans for your walk should be modified, for example to suit the slowest member of the group.

iv) Discuss choices and circumstances in making decisions, for example illness, lack of, or poor quality of,

equipment, weather, composition of group, keenness of group members, perceived group morale/ self-confidence to overcome difficulties.

Discuss how you can gain knowledge of areas when planning walks.

Element 1d: Demonstrate knowledge of access and conservation in remote country

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate knowledge of the Countryside and Rights of Way Act 2000, Scottish Outdoor Access Code and Outdoor Recreation NI			
ii. Discuss how conflicts may arise between different users in remote country			
iii. Explain how group behaviour should be modified to try to accommodate different needs			
iv. Explain how to minimise the physical effect of walking activities in remote country with reference to erosion, fragile habitats and rare species			
v. Explain how group and personal hygiene issues can be managed with minimum impact on the environment			
vi. Describe the national and international access designations which may be encountered, the procedures to be undertaken and the management of the group in specially designated areas			

vii. Discuss the role of organisations such as the British Mountaineering Council and the procedures for reporting access incidents			
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Helpful notes

i) Discuss how to obtain access permission, for example by using the Heading for the Scottish Hills service (see Useful resources).

vi) Specially designated areas could include National Parks, National Nature Reserves, Local Nature Reserves, country parks, Areas of Outstanding Natural Beauty, National Scenic Areas (Scotland), Special Areas of Conservation, Sites of Special Scientific Interest (SSSIs), National Trust property, and Ministry of Defence land.

vii) For organisations concerned with accessing the countryside please see Useful resources. It is a good idea to collect leaflets/information from different places/organisations/websites. Familiarise yourself with the procedures for reporting access incidents.

Module 1 can be signed off on page 74.

3.4 Module 2: Demonstrate knowledge of route planning and navigation skills in remote country

Element 2a: Plan routes

How do I achieve this?	Method of assessment	Date	Signature
i. Explain the factors influencing the choice of suitable routes			
ii. Plan a route in remote country suitable for the group			
iii. Prepare a comprehensive route card using a map and all other up-to-date information			
iv. Explain bad weather alternatives, escape routes and locations of assistance when preparing route cards			
v. Demonstrate knowledge of how potential hazards in remote country in adverse and extreme weather conditions can affect plans			
vi. Demonstrate a clear understanding of the definition of remote countryside and hence the remit of Level 3			

Helpful notes

Emphasise that remote country does not include steep slopes, rocky ground, scree, loose rock and exposed ridges and that every L3 qualified leader must obtain approval for each route from the Girlguiding walking technical adviser.

ii) Routes should be manageable and challenging for the group as a whole. Factors include fitness, age and experience of group, time of year etc. Be aware of daylight hours and the need to allow extra time for mishaps, difficult terrain and bad weather, as well as stops for breaks, points of interest etc. Other factors that affect speed of travel are distance, height climbed/descended, purpose of walk, clothing, breaks and

the ability of the slowest member of the group. Adjust timings to suit group members' abilities and the nature of the walk.

iv) Knowledge of the route is essential for choosing escape routes and bad weather alternatives.

v) Hazards could include exposed edges, bogs and steep slopes. Adverse weather can make these hazards potentially very dangerous, for example high winds on exposed edges. Steep ground and river crossings should be avoided. Wintry conditions may occur in summer, and alternative low-level routes must be taken.

Element 2b: Use a map and a compass effectively

How do I achieve this?	Method of assessment	Date	Signature
i. Discuss the different types of maps available			
ii. Relate features on the map to detailed topographical features on the ground			
iii. Estimate distance travelled over rough terrain			
iv. Set the map both with and without a compass in remote country			
v. Demonstrate map to ground memory			
vi. Demonstrate accurate use of a compass including the use of aspects of slope			
vii. Discuss the advantages and disadvantages of a variety of compasses and navigational aids			

Helpful notes

i) You must be able to use a 1:50000 and a 1:25000 map effectively. Discuss the use of non-Ordnance Survey maps, for example Harvey maps, orienteering maps and maps with plastic covering. Discuss dangers of using local guide books in isolation and maps showing too small an area, for example printouts and maps of long-distance routes.

vii) Non-Silva type compasses, sighting compasses and GPS should be included in discussions

Element 2c: Demonstrate navigation skills

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate route-finding skills in remote country comparing both map to ground and vice versa, with and without a compass			
ii. Indicate your position on the map at any time			
iii. Use a route card and judge pace on a day's walk in remote country			
iv. Demonstrate detailed contour interpretation			
v. Demonstrate refined methods of relocation, including aspects of slope			
vi. Demonstrate accurate navigation in remote country on rough terrain			
vii. Navigate successfully in the dark or in poor visibility			
viii. Lead a group of peers on rough ground in remote country using appropriate navigation techniques			
ix. Lead a group of peers in the dark or in poor visibility in remote country using appropriate navigation techniques			

Helpful notes

Navigation must be of a very high standard for this level. Routes should be on different types of ground.

v) Remember the possibility of hidden hazards when relocating in remote country.

ix) Sections of a route can be led. Discuss the importance of being able to lead a group and navigate at the same time.

Several skills can be demonstrated at the same time in this element.

Module 2 can be signed off on page 74.

3.5 Module 3: Plan for the safety of yourself and of others in remote country

Element 3a: Have current first aid knowledge

How do I achieve this?	Method of assessment	Date	Signature
i. Assemble first aid kits for personal and group use on a day's walk in remote country			
ii. Hold an up-to-date first aid qualification which involves at least 16 hours of training, with assessment. Complete the 1st Response e-learning			
iii. Explain how to deal with injuries and conditions you are likely to encounter in remote country			
iv. Explain in detail how to prevent, recognise and treat cold- and heat-induced disorders in remote country			
v. Attend a first aid outdoor accident training which includes sessions on casualty care, how to improvise in mountain conditions and practical scenarios appropriate to accidents in the mountains			

Helpful notes

i) Consider the first aid kit lists in *Hill Walking* (see Useful resources) and Appendix 6 with regard to remote country. Discuss differences between personal and group first aid kits.

ii) The course provider must be a recognised provider. You may want to look for first aid courses by providers who specialise in outdoor qualifications. Please refer to Useful resources for information. Candidates must ensure that the first aid course meets the requirements of a 16 hour course and ideally includes teaching in the outdoors. Topics such as Lyme disease, Weils disease, hypothermia including immersion, heat exhaustion and heat stroke should ideally be covered.

iii) Discuss the differences between dealing with an emergency first aid incident at the meeting place and the same incident outdoors, a distance away from emergency services.

Remember to care for yourself and the group as well as the individual in a first aid situation. Health information should be carried for each participant.

Element 3b: Plan emergency procedure

How do I achieve this?	Method of assessment	Date	Signature
i. Demonstrate knowledge of Girlguiding's accident reporting procedure			
ii. Explain what action to take in the event of getting lost			
iii. Demonstrate detailed knowledge of emergency procedures, including search and rescue techniques, and evacuation procedures using simple techniques to transport a casualty a short distance			
iv. Demonstrate how to build a bivouac in an emergency			
v. Explain how and where to obtain assistance on routes planned in remote country			
vi. Explain how to make a detached judgement in an emergency			

Helpful notes

iii) Consider the use and limitations of mobile phones and the importance of knowing the location of the nearest accident and emergency department.

Emergency procedures include International Distress Signals, torch and ground-to-air signals, helicopter safety issues and how Mountain Rescue teams operate.

It can be useful to carry the following numbers.

- NHS 111 – dial 111 to use this service in England.
- NHS 24 – dial 111 to use this service in Scotland.
- NHS Direct Wales – dial 0845 4647 to use this service in Wales.

vi) Explain the value of getting away from the group for a few minutes to make a detached judgement, using a scenario to demonstrate this.

Element 3c: Demonstrate knowledge and understanding of weather

How do I achieve this?	Method of assessment	Date	Signature
i. Find effective sources of local weather forecasts, including forecasts with synoptic charts, and make use of them			
ii. Explain how to relate regional forecasts to mountainous areas			
iii. Obtain up-to-date forecasts prior to walking in remote country and relate this to the mountain environment including temperature, wind and visibility on the tops			
iv. Make continuous short-term forecasts from observed weather conditions during a walk			
v. Explain how weather conditions can affect the group on a walk in remote country and how to minimise these effects with regard to group safety, comfort and enjoyment			

Helpful notes

i) Local and specialised sources of information should be found.

Discuss the main sources of weather and their characteristics, and the weather associated with low- and high-pressure areas.

Recording predicted and actual weather may be helpful.

v) Just walking a route in the opposite direction to the original intention could help with the comfort and enjoyment of the group during windy conditions.

Element 3d: Demonstrate knowledge of hazards

How do I achieve this?	Method of assessment	Date	Signature
i. List the potential hazards and discuss their effects in remote country, including people, weather, difficult terrain and water hazards			
ii. Discuss ways of dealing with these hazards			
iii. Explain the potential dangers which may be associated with some plant and animal species, how to recognise and avoid them, and the treatment of their effects			
iv. Explain how to safeguard your group on difficult ground			
v. Describe the dangers of fording streams in remote country, how to judge when a stream is in spate and how to avoid crossing it			
vi. Explain the dangers of river crossings and how to avoid them			
vii. Demonstrate how to organise your group in the event of a crossing being unavoidable but safe			

Helpful notes

i) People causing hazards could include those with a lack of thought for self or others, poor fitness levels, inadequate preparation and equipment etc. Environmental hazards could include weather extremes, steep and difficult terrain, or usual routes made dangerous owing to wet rock, strong winds on exposed edges etc.

iii) Plant and animal hazards include poisonous plants, bracken and giant hogweed, animal and snake bites, and insect bites and stings, including ticks (Lyme disease). Have an awareness of the risks of E. coli. For more information see the Girlguiding website, search for 'diseases'.

Discuss the importance of route plans to avoid the necessity of crossing a stream, taking into account recent rainfall, weather forecasts and observation of local streams likely to be in spate.

Candidates should experience river crossings under controlled conditions in order to understand the reasons for avoidance.

Refer to *Safety on Mountains* (see Useful resources)

Element 3e: Demonstrate knowledge and understanding of water safety.

Complete the Water Safety elements in Appendix 4, page 93.

Helpful notes

This element needs to be completed only once throughout the three levels of this qualification.

Water Safety can be delivered by any suitably qualified person, for example a water activities adviser, a qualified lifeguard or a canoe instructor.

Module 3 can be signed off on page 74.

3.6 Module 4: Demonstrate personal leadership and group management skills for remote country

Element 4a: Demonstrate personal and leadership skills

How do I achieve this?	Method of assessment	Date	Signature
i. Share your general knowledge with the group during the walk			
ii. Show that your own personal fitness and personal walking skills exceed those required by a group at this level.			
iii. Assess and monitor the personal fitness, medical conditions and other limitations of yourself and your group during a walk			
iv. Discuss your own abilities and limitations and your aims and objectives as a group leader with someone who has walked with you			
v. Show understanding of the information detailed in <i>Safety on Mountains</i> and the appropriate chapters of <i>Hill Walking</i> (see Useful resources)			

Helpful notes

i) Areas of general interest and knowledge could include local history, geography, geology, archaeology, plant and wildlife, environmental concerns etc. These may be the purpose of the walk.

Element 4b: Manage the group

How do I achieve this?	Method of assessment	Date	Signature
i. Discuss different styles and purposes of leadership, including sharing leadership among group members, how to cater for the changing needs of the group and individual members, and how to adjust plans accordingly			
ii. Explain how to prepare and train group members before and during the walk			
iii. Set an appropriate pace for the group			
iv. Explain the importance of communication in all conditions and demonstrate good practice			
v. Demonstrate to the group how to move on steep slopes and difficult ground			
vi. Demonstrate how to organise the group on steep ground by route selection, choice of line and supervision of the group's movement on difficult ground, both ascending and descending			
vii. Maintain good morale, especially in the face of difficulty			

Helpful notes

i) The leader needs to demonstrate her ability to be flexible and be able to modify her route should the need arise. Turning back is an option that can be taken.

vii) Good morale can be maintained by keeping the entire group involved, sharing interests and route finding and monitoring everyone's enjoyment and their conditions. Please refer to the relevant chapters of *Hill Walking* (see Useful resources, page 81), omitting sections on the use of the rope.

Module 4 can be signed off on page 74.

3.7 Level 3 qualification page

Candidate's name:

Membership No:

Phone:

Address

Email:

Postcode

Girlguiding county:

**Approved level 3 training course
attended:**

**Approved level 3 assessment course
attended:**

Dates

Dates

Place:

Place:

Signature:

Signature:

Name:

Name:

Module 1 completed

Module 2 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Module 3 completed

Module 4 completed

Assessor:

Assessor:

Signature:

Signature:

Date:

Date:

Water safety (appendix 4)

has been completed

Assessor:

Date:

3.8 Level 3: Completion of qualification

Candidate's name:

Membership no:

Logbook of 20 level 3 walks approved by:

Assessor:

Signature:

Date:

Supported walk

Place:

Date:

Supporter's name:

Signature:

Date:

Verification

Verifier's name:

Signature:

Date:

Girlguiding outdoor team walking specialist / Girlguiding walking technical adviser

Level 3 completed on:

Valid until:

First aid completed on

Valid until:

3.9 Level 3 – Renewal of qualification

Candidate's name:

Membership number:

To renew your Level 3 qualification you must maintain your skills and level of fitness and hold a valid first aid qualification. To apply for your qualification to be renewed you will need to post or scan and email the following to the Girlguiding Outdoor Team walking specialist.

- Your completed qualification page and this page.
- your logbook and other records, demonstrating that you have completed the following within the last five years:

1. a minimum of five days of walks in remote country or above. All these walks should be at least five hours in duration.
2. a minimum of three days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.
3. two further days of personal walking, walking leadership or walking related CPD activity. See Appendix 1 for further details.

- A copy of a valid 16 hour first aid qualification.

The Girlguiding Outdoor Team walking specialist will check the documents and will sign and date this page and return everything to you. Your logbook must be reviewed by someone who is an experienced ML holder approved by the Girlguiding Outdoor Team walking specialist, who is also a current walking scheme assessor with experience of working on Level 3 training or assessment courses. Notification will be sent to your country or region walking adviser and your GO record will be updated by a member of Girlguiding staff

Renewal 1

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Renewal 2

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Renewal 3

Name:

Role:

Logbook and first aid certificate seen:

Signature:

Date:

Qualification valid until:

First aid valid until:

Appendix 1 – Key roles

4.1 The mentor

A mentor is someone with appropriate walking experience who is willing to guide, encourage and assist a candidate at a local level to gain a qualification in this scheme. They should hold the equivalent or higher qualification to the qualification the candidate is completing. This may be a county walking adviser or a keen walker who already holds a Girlguiding walking scheme qualification.

4.2 The Girlguiding walking technical adviser

The Girlguiding walking technical adviser is a professional mountaineering leader qualified to provide training and assessment of Mountain Leader Training courses and contracted by Girlguiding. The Technical adviser's responsibilities include the following.

- Take an overview of the Girlguiding walking scheme and promote a culture of safety within Girlguiding by developing safe and acceptable operating procedures for walking through discussions with Girlguiding HQ, the Girlguiding Outdoor Team walking specialist and the walking scheme Moderation Team.
- Work with the Girlguiding Outdoor Team walking specialist and the walking scheme Moderation Team to provide guidance on technical matters such as skills and terrain suitable for the deployment of leaders.
- With the Girlguiding Outdoor Team walking specialist and the existing walking scheme Moderation Team, approve future membership of the walking scheme Moderation Team and ensure the delivery of Level 2 and Level 3 training and assessment courses are maintained at a high and uniform level in all Girlguiding countries and regions.
- Ensure the moderation of courses is regularly undertaken and reports produced so that the Girlguiding walking scheme continues to be recognised by Mountain Training.
- Act as the Moderator for Level 3 training and assessment courses.
- Contribute to training and assessment at all levels of the walking scheme as requested by the Girlguiding Outdoor Team walking specialist, including participating and advising at trainers' and assessors' training weekends.
- Review and approve Level 2 and Level 3 training and assessment course plans.
- Act as Verifier for Level 3 of the walking scheme. This may be delegated to a suitably qualified and experienced Girlguiding Outdoor Team walking specialist.
- Review and approve Level 3 walks in accordance with the Girlguiding walking scheme.
- Review and advise on safety policies, risk assessments and operating procedures to ensure Girlguiding is in line with current industry best practice.
- Assist and advise the Girlguiding Outdoor Team walking specialist and walking scheme Moderation team in reviewing the walking scheme periodically to ensure that all aspects of the scheme remain current and up to date.

- Review logbook experience for those with a Mountain Leader (ML) or Hill and Moorland Leader who wish to lead walking activities with Girlguiding members.
- Be able to provide advice by phone or email as and when requested.
- Undertake site visits, attend virtual meetings and provide written reports if requested by Girlguiding

4.3 The Girlguiding outdoor team walking specialist

- Working with the Outdoor Adventure Team to support and inspire members to undertake outdoor and adventurous activities.
- Working in partnership with Girlguiding Headquarters staff on the proposal and delivery of agreed projects relevant to walking.
- Chairing and leading the walking scheme Moderation team.
- Supporting and liaising with the country/region walking advisers and supporting walking scheme trainers and assessors.
- Supporting the planning and delivery of the walking trainers' and assessors' weekend, working in partnership with the Girlguiding walking technical adviser and the walking scheme Moderation team.
- Supporting the planning and delivery of internal training opportunities relevant to walking.
- Reviewing and managing the Girlguiding walking scheme, in partnership with the walking scheme Moderation team and Girlguiding Headquarters staff.
- Reviewing and advising on walking scheme qualifications and related safety regulations.
- Acting as verifier for Level 2 of the walking scheme and also signing off Level 3 renewals.
- Acting as Verifier for Level 3 of the walking scheme, provided that the Girlguiding Outdoor Team walking specialist is a Mountain Leader (ML) holder and an experienced walking scheme trainer and assessor.
- Working in partnership with the Girlguiding walking technical adviser to ensure compliance of our walking qualifications.
- Maintaining communication with the country/region outdoor activity and walking advisers to support quality delivery of outdoor and adventurous opportunities for girls and young women locally.

4.4 The director of training

The Director of Training is the person in charge of training on a course. They are responsible for the technical aspects of the training, including the programme, contents of training sessions and location of practical sessions, and will lead many of the sessions themselves. They ensure that the training is conducted to the required standards.

The Director of Training should sign the relevant qualification page to confirm you have attended an appropriate training and may also issue attendance certificates.

4.5 The trainer

The Director of Training may be assisted by one or more trainers. Trainers will work initially under the guidance of an experienced Director of Training.

4.6 The director of assessment

The Director of Assessment is the person who assures the quality and delivery of an assessment course. Their responsibilities may include the following:

- Seeing or contacting the candidate before assessment.
- Leading many of the sessions on an assessment course.
- Negotiating opportunities for relevant experience/training.
- Talking through any areas of concern.
- Agreeing timescales for the candidate to provide evidence.
- Assessing and returning evidence within agreed timescales.
- Giving the candidate feedback.
- Negotiating further opportunities for relevant experience or training.
- Signing off elements, modules and the relevant part of the qualification page.
- In areas they are familiar with, checking the routes from Level 2 holders who are planning to lead a group on a walk where they have not walked beforehand.

4.7 The assessor

Assessors are responsible for ensuring that candidates are assessed fairly against the standards of the walking scheme outlined in this resource and the trainers and assessors' guidance notes; there is no place for bye-laws. Candidates should be provided with the appropriate level of advice and support needed to help them gain the qualification. More than one assessor may be involved in signing off the different elements. Only a walking scheme assessor for that level may sign the elements, modules and relevant parts of the qualification page. Assessors will work initially under the guidance of an experienced director of assessment.

4.8 The supporter

Supporters are responsible for supporting the candidate to successfully complete their supported walk. The supported walk is not assessed; it simply needs to be successfully completed, with a positive and safe experience for the group. The supporter should work with the candidate before, during and after the walk to facilitate success and provide help and further training if necessary. The supporter is an assessor for the relevant level of the walking scheme and should be someone the candidate feels comfortable with. The supporter's responsibilities may include the following:

- Seeing or contacting the candidate before they confirm the details of their supported walk
- Being involved in the planning of the supported walk, ensuring that the proposed area, route and plans are appropriate
- Confirming that all elements and the candidate's logbook have been signed off prior to starting the supported walk (the exception is First Aid and Water Safety)

- Going on a walk led by a candidate who has successfully completed an assessment course
- Talking through any areas of concern
- Giving the candidate encouragement and feedback
- Supporting the candidate during the supported walk, providing additional training if necessary
- Conducting a 1:1 debrief with the candidate after the supported walk
- Signing off the supported walk on the completion of qualification page

The Supporter should not take on the role of competent deputy themselves, during the walk. They can be the first aider if the candidate has not yet completed their first aid.

4.9 Trainers' and assessors' weekends

Trainers' and assessors' training weekends are open to all suitably qualified adult volunteers in Girlguiding (see table of trainers' and assessors' qualifications below) who are willing to act as trainers or assessors for Levels 2 and 3, with the approval of their country/region walking adviser and Girlguiding Outdoor Team walking specialist. The weekends address issues such as terrain suitable for each level of the scheme, standards of competence expected at each level, and training and assessment methods.

These weekends are usually held annually and are organised by Girlguiding Headquarters. They are run under the direction of the Girlguiding Outdoor Team walking specialist and/or the Girlguiding walking technical adviser. For further information please contact learning@girlguiding.org.uk.

Potential trainers and/or assessors must successfully complete a trainers' and assessors' training weekend course, then shadow an experienced trainer and/or assessor on a Level 2 course. When ready, they should gain experience as a trainer and/or assessor before directing a course.

Trainers and assessors have access to various walking scheme guidance notes and other resources to help them in their role.

Trainers' and assessors' weekends are planned and should be attended on a three year cycle. If this is not possible, a renewal every four years is allowed as a maximum renewal period. This will keep trainers and assessors trained to the required standards of the walking scheme and give them an opportunity to keep abreast of current methods and ideas, as well as exchanging best practice. They should also have their role as a trainer and or assessor listed on their GO record. If this is not listed or needs amending, please contact learning@girlguiding.org.uk.

Directors of Training and Assessment on Level 2 and 3 courses will be supported on their first course by an experienced trainer / assessor and will be visited by a moderator at irregular intervals thereafter. Moderation support visits enable the assessor or trainer to air any problems, allow feedback on the scheme, and ensure consistent standards across Girlguiding

4.10 Trainers' and assessors' qualifications

(all qualifications are minimum requirements)

	Level 1	Level 2	Level 3
Trainers	Level 1 qualified with twice Level 1 experience	Level 2 qualified with twice Level 2 experience	Level 3 qualified with twice Level 3 experience
Directors of Training courses	Level 2 qualified with twice Level 2 experience	Level 3 qualified and current walking scheme trainer or assessor	ML holders who are current walking scheme trainers or assessors and have L3 training experience
Directors of Assessment courses/ assessors	Level 2 qualified with twice Level 2 experience	ML holders who are current walking scheme assessors	ML holders, who are current walking scheme trainers or assessors and have L3 training or assessing experience
Supporters of supported walks	Level 2 qualified with twice Level 2 experience	ML holders who are current walking scheme assessors	ML holders who are current walking scheme assessors and have the approval of the Girlguiding Outdoor Team walking specialist and understand the L3 remit

To gain approval for a course, details of the trainers or assessors, venue, date and programme must be submitted by Course Directors for approval as follows:

- At Level 1 to the country/region walking adviser
- At Level 2 and Level 3 to the Girlguiding walking technical adviser

4.11 The verifier

The verifier at Level 1 will be the county walking adviser or outdoor activities adviser. At Level 2 this is the Girlguiding Outdoor Team walking specialist. The verifier at Level 3 will usually be the Girlguiding Outdoor Team walking specialist, provided that they are a Mountain Leader (ML) holder and an experienced walking scheme trainer and assessor. Alternatively, the Girlguiding walking technical adviser is the verifier at Level 3.

The verifier's responsibilities may include the following.

- Ensuring that trainers and assessors receive appropriate training.
- Arranging moderation support visits.
- Receiving and checking completed walking scheme paperwork and evidence.
- Issuing qualification letters and/or certificates.

- Requesting that members of staff at Girlguiding Headquarters add completed walking qualifications to GO
- Notifying country/region walking adviser and the Girlguiding Outdoor Team walking specialist of completed walking qualifications.
- Returning walking scheme paperwork and evidence to the candidate.
- Quality control.

Note: Every Candidate for Levels 2 and 3 must attend an approved training course (unless exemption has been granted) and an approved assessment course.

4.12 Qualification Renewals

All Girlguiding and Mountain Training walking qualifications must be renewed every five years for the holder to use with young people in Girlguiding. Walking qualification renewals are recorded on GO.

Over a 5 year period, Girlguiding expects those who hold a walking qualification to be able to demonstrate their competence to be leading young people on walks. The renewal criteria are intended to reflect how people use their walking qualification within Girlguiding and also, where possible, to count walking related activities they do towards the renewal of their qualification.

This demonstration of competence should be made up of a mixture of the following components:

1. Personal walking.
2. Leadership and/or supervision of walking activities.
3. Further relevant experience which can be walking related CPD activities or further personal walking or walking leadership.

See further details in the tables below.

Examples of leadership and/or supervision of walking activities include:

- Leading a walk with a group of young members or adults
- Leading an outdoor walking training or activity with young members
- Leading or supporting outdoor training for DofE or Queen's Guide walking expeditions
- Supervising (not assessing) a DofE or Queen's Guide walking expedition
- Delivering training for the Girlguiding walking scheme at any level (L1, L2, L3)
- Assessing candidates for the Girlguiding walking scheme (L1, L2, L3)
- Supporting a candidate with their Girlguiding walking scheme supported walk

A day of leadership activity should be a minimum of five hours. A session lasting between three and five hours may be counted as half a day.

Examples of CPD activities include:

- Face to face workshops and/or virtual CPD sessions run by the Mountain Training Association (MTA), the Girlguiding walking team, or similar (an evening session may be counted as half a day)
- Attending the Girlguiding walking scheme trainers & assessors weekend course (attendance for a full weekend counts as two days)
- Completing the DofE Expedition assessor and supervisor training pathway (counts as one day)

Girlguiding walking qualification renewal

All Girlguiding walking scheme qualifications must be renewed every five years. The renewal criteria for Girlguiding walking qualifications are made up of three components as below:

	Level 1	Level 2	Level 3
Personal walking	Five walks in any terrain.	A minimum of five days of walks in open country or above. All at least 10km or five hours duration.	A minimum of five days of walks in remote country or above. All at least five hours duration.
Walking leadership or supervision	N/A	A minimum of three days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.	A minimum of three days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.
Further personal walking, walking leadership and /or supervision or walking CPD activities	N/A	Two further days of personal walking, walking leadership or walking related CPD activity.	Two further days of personal walking, walking leadership or walking related CPD activity.

A current first aid certificate (minimum 1st Response training) is required for the Level 1 walking qualification to remain valid.

Both a current 16 hour first aid certificate and the 1st Response e-learning are required for the Level 2 and Level 3 walking qualifications to remain valid.

Who can renew Girlguiding walking qualifications?

A Level 1 walking qualification is renewed by the county walking adviser.

A Level 2 walking qualification is renewed by the country or region walking adviser.

A Level 3 walking qualification is renewed by the Girlguiding Outdoor Team walking specialist.

When renewing a walking qualification, the candidate's logbook must be reviewed by an adult volunteer holding the minimum qualification detailed in the table below. If the appropriate walking adviser doesn't hold the minimum listed qualification, they should ask someone in their country/region or the Girlguiding Outdoor Team walking specialist to review the logbook for them.

	Level 1	Level 2	Level 3
Logbook reviewer for walking qualification renewals	Level 2 qualified with twice Level 2 experience	ML holders who are current walking scheme assessors	The Girlguiding Outdoor Team walking specialist or an experienced ML holder approved by them, who is also a current walking scheme assessor with experience of working on Level 3 training or assessment courses

Initial registration of a Mountain Training walking qualification with Girlguiding

If a Hill and Moorland Leader (HML) or Mountain Leader (ML) qualification has been gained within the last five years, the holder should send evidence of their qualification and a current 16 hour first aid certificate to learning@girlguiding.org.uk. They must also complete the 1st Response e-learning. Their HML or ML qualification will then be added to their GO record by a member of staff at Girlguiding Headquarters.

The Hill and Moorland (HML) or Mountain Leader (ML) qualification must then be revalidated, following the renewal process, five years from the qualification date and every five years thereafter.

If a Hill and Moorland Leader (HML) or Mountain Leader (ML) qualification was gained more than five years ago, the holder must follow the process for renewal before the qualification can be added to their GO record.

Mountain Training walking qualification renewals

Mountain Training UK qualifications held by Girlguiding members must be recorded on GO and must be re-validated for use with Girlguiding by the walking scheme technical adviser every five years.

In order to renew an HML or ML qualification for Girlguiding use, the holder's walking logbook (or DLOG link) and any other records should be sent to learning@girlguiding.org.uk for review by the walking scheme technical adviser. Following approval by the walking scheme technical adviser, their GO record will be updated by a member of staff at Girlguiding Headquarters.

The Girlguiding renewal criteria for Mountain Training UK walking qualifications are twenty days made up of three components as below:

	Hill and Moorland Leader (HML)	Mountain Leader (ML)
Personal walking	A minimum of ten Quality Hill Days (QHDs*) or Quality Mountain Days (QMDs*)	A minimum of ten Quality Mountain Days (QMDs*)
Walking leadership or supervision	A minimum of five days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.	A minimum of five days of leading or supervising walking activities in any terrain level. A full day is at least five hours in duration. A session lasting between three and five hours may be counted as half a day.
Further personal walking, walking leadership and /or supervision or walking CPD activities	Five further days of personal walking, walking leadership or walking related CPD activity.	Five further days of personal walking, walking leadership or walking related CPD activity. * As defined by Mountain Training

Both a current 16 hour first aid certificate and the 1st Response e-learning are required for the ML and HML qualifications to remain valid.

Making Adjustments

There may be situations when a qualification holder has not met the renewal criteria for their current walking qualification due to illness, fitness or personal circumstances. If they have met the renewal criteria for a lower qualification, the Girlguiding walking technical advisers or the Girlguiding outdoor team walking specialist can approve a 'down level' renewal. e.g. A Level 3 holder can be renewed at level 2 or an ML holder can be renewed at Level 3 or 2. If the qualification holder subsequently meets the renewal criteria for their original higher level walking qualification, having submitted their walking

evidence for review, their original higher level walking qualification can be renewed as normal from that date.

Appendix 2 – Completing the assessment

5.1 Guidelines for assessors

There are three parts to completing the qualification.

1. An assessor must read the candidate's walking logbook and be satisfied that they have completed the required number of walks as specified in the training and qualification requirements table on page 13.
2. If the candidate does not have the required walks in their logbook, explain to them what other walks are required. Once the walks are completed, you can complete and sign the logbook section on the completion of qualification page.
3. Each relevant module in the walking scheme must be signed by an assessor after an approved assessment course. Before signing off the elements and the modules, you can check that the candidate has met the required standard either by observing the candidate in a walking situation or by reading written evidence or a witness statement. In some cases, you can discuss topics with them or ask questions to cover the details that have not been relevant to this particular event. For example, if the weather has been perfect use questions to find out how the candidate would have coped with inclement weather before you sign off certain elements. Some candidates are more experienced than others and can use their previous experience as evidence of their abilities. If you are not happy that the candidate is competent, explain this and tell them what they need to do to rectify the situation. Remember, once the module is signed off the candidate will never need to redo it, so don't sign unless you are completely happy that they are competent to take young people out walking.

If a candidate has not reached the required standard after attending three assessment courses they are required to attend a further training course before being assessed again.

Once the candidate has had all modules signed off, they must be supported to plan and lead a group on a walk. The exception is that First Aid and Water Safety may be done between the supported walk and verification. The group will not necessarily include young people, although this would be preferable. The group will normally be about six to eight people including the Supporter. The walk will probably be on familiar terrain, but the candidate should be supported to plan, prepare for and lead the whole walk. The purpose of the supported walk is to facilitate and ensure a positive and safe experience for the group and to provide support and further learning for the candidate on their first walk before they take girls out unsupervised. The supported walk is not assessed; it simply needs to be successfully completed. You should provide help and training as appropriate during the walk and, through further discussion afterwards, if necessary, help the candidate to find ways of overcoming any weaknesses in future. If you still have serious concerns that the candidate will not provide a safe activity in future, the supported walk is deemed 'not successfully completed'. You should explain your concerns to the candidate and together you should discuss ways of mitigating the problem and agree an action plan. In exceptional circumstances, an action plan might involve a further one or more supported walks. Once you are happy, you can complete and sign the supported walk section of the qualification page.

Travel expenses incurred by the supporter for the supported walk should be paid by the Girlguiding level responsible for appointing the supporter (i.e. county for L1, country/region for Level 2 or Girlguiding Headquarters for L3). An expenses claim form should be provided to you by the candidate's walking adviser at the appropriate level.

Once the qualification page has all the relevant signatures, the candidate should post or scan and email the relevant pages and other evidence to the relevant verifier.

5.2 Key steps in the assessment process

Establish the purpose of the meeting or activity

Modules will be signed at the end of an assessment course or on a subsequent occasion before the candidate starts their supported walk. Request details of a candidate's experience in advance. It is important that the assessor takes time during the course to talk with each candidate individually.

Other meetings will be to achieve a specific purpose, for example to complete a few outstanding elements.

Decide what you want to achieve, for example:

- are you getting together to complete an assessment?
 - are you helping the candidate identify the way forward?
 - are you asking the candidate some additional questions about evidence you have received?
- Always agree the purpose of the meeting with the candidate in advance.

Plan the assessment

Agree with the candidate how and when assessments are to be conducted and allow them to take the lead in establishing what they want to achieve.

Identify gaps

Help the candidate identify how they can gather evidence and negotiate opportunities to gain relevant experience and/or training.

Interpret standards

Assess the evidence against the standards in this resource, not against what you may have done in the past.

Judge evidence

Ensure the evidence is:

- valid (relates directly to the standards).
- current (up to date – within the last three years).
- authentic (belongs to the candidate).
- sufficient (covers all of the points being assessed).

Provide feedback

Provide constructive feedback.

- Allow the candidate to reflect on their own performance.

- Where the candidate has not demonstrated competence, provide options for them to consider rather than criticism.
- Never leave without agreeing the next step with the candidate.

Arrange further assessment

Agree the next steps and the next opportunity for further assessment. For example, make arrangements for a walk.

Record achievement

Complete the qualification page only when you are satisfied the candidate has demonstrated competence. Where the person has not demonstrated competence, make arrangements to reassess. This may mean walking on another occasion, arranging for someone else to go on a walk with the candidate, asking the candidate to produce some additional material or recommending the candidate attend another assessment course after gaining further experience.

5.3 Assessment methods

There are a number of methods for assessing a candidate. They include the following.

Questions

Where an assessor asks questions to:

- clarify or supplement evidence.
- cover instances not experienced on the walk concerned, for example bad weather.
- check knowledge.

Discussion

Where an assessor discusses with the candidate options considered and reasons why decisions were made, for example, the choice of a route.

Record

Where an assessor checks written or photographic records in the candidate's evidence, for example, copies of letters to parents/carers, the route card etc.

Observation

Where an assessor walks with the candidate and sees the situation herself.

Witness statement

Written statements giving details of the actions the witness has seen carried out. Witness statements must be signed. It may be appropriate for the following people to provide witness statements: instructors, Scouters, parents/carers, Girlguiding leaders, rangers etc, because they were at a meeting or on the walk.

5.4 Further information

Girlguiding has a structure that provides support for everyone. Mentors, trainers, assessors and verifiers should know who they are able to call on when they need help. If at any stage you have queries concerning the requirements of the scheme you should talk to your county walking adviser and the outdoor activities adviser. If further advice is needed, please contact your country or region walking adviser.

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Page 91 of 106

You can download this template from girlguiding.org.uk (search for 'walking scheme').

Alternative Route Plan		Map number		Speed in kph	Climbing min/10m	Sunset time	Day	Date	Start time	Home contact: Name: address: Tel: alt number:	
Place name and Grid Reference	Direction or Bearing degrees magnetic	Distance in km	Time estimated minutes	Height climbed metres	Extra Time estimated minutes	Time for stops, meals minutes	Total time for leg minutes	Time at End of Leg hr:min	Route Information	Escape in Emergency to: (place, grid ref and direction)	
Start											
GR											
TO											
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GR											
Totals for day											
Group Members Names (also age if ults)											

2a RP01 Route card template v1.1 Nov 2023

You can download this template from girlguiding.org.uk (search for 'walking scheme').

Appendix 4 – Water safety module

Element 1 – Demonstrate knowledge of water safety out and about

How do I achieve this?	Method of assessment	Date	Signature
i. Identify and manage common potential dangers near water			
ii. Explain the dangers of walking near inland waters, such as streams, rivers canals, lakes, ponds and near coastal waters			
iii. Explain how to supervise groups to minimise dangers			
iv. Describe the emergency actions for the above problems			

Element 2 – Identify and manage less common potential dangers near water

How do I achieve this?	Method of assessment	Date	Signature
i. Explain the dangers of walking near bogs, quicksand, mud flats and ice			
ii. Describe the emergency actions for the above hazards			

Element 3 – Demonstrate awareness of environmental factors on or near water

How do I achieve this?	Method of assessment	Date	Signature
i. Obtain information on giant hogweed, blue/green algae, animal droppings, pollutants (eg: chemical or sewage), Weil's disease			
ii. Compile a fact sheet covering the main causes, signs and symptoms resulting from contact with these			

Element 4 – Demonstrate knowledge of rescue techniques

How do I achieve this?	Method of assessment	Date	Signature
i. Explain the water safety code			
ii. Demonstrate reaching techniques with aids			
iii. Demonstrate throwing techniques			
iv. Explain the limitations and hazards of the above			
v. Explain the dangers of getting in the water yourself			

Helpful notes

i) The water safety code is available at www.rosipa.com

Appendix 5 – Kit lists

7.1 For lowland country

The following list is for guidance only. Contents will vary according to the time of year, the nature and length of the walk, and the age and experience of the participants.

Suitable clothing could include:

- appropriate footwear and socks
- trousers (not cotton)
- shirt or T-shirt
- sweater or fleece (not cotton).

Suitable equipment could include a rucksack containing:

- waterproof jacket
- waterproof trousers
- warm hat or sun hat
- sun screen
- gloves
- scarf or snood
- spare fleece
- food for the walk
- flask/water bottle (not glass)
- spare food
- Information and Consent form
- Money and/or bank card
- notebook and pencil
- individual items of first aid.

Suitable group items could include some or all of the following:

- maps
- compasses
- whistle
- watches
- first aid kit
- survival bags
- torch and spare batteries (or spare torch)
- emergency food
- spare flask of hot drink
- mobile phone (while recognising this may not work)
- paperwork, for example Information and Consent forms, home contact details etc

7.2 For open country

The following list is for guidance only. Contents will depend on the nature of the walk

Suitable clothing could include:

- walking boots or walking shoes and socks
- trousers (not cotton)
- base layer
- sweater or fleece
- gaiters (optional).

Suitable equipment could include a rucksack containing:

- waterproof jacket
- waterproof trousers
- warm hat
- gloves
- scarf or snood
- spare fleece
- spare socks
- sun hat, sunglasses, sun screen
- food for the day
- water bottle (not glass)
- hot drink in a flask
- emergency rations
- whistle
- individual first aid kit
- Information and Consent form
- Money and/or bank card
- notebook and pencil.

Suitable group items could include some or all of the following:

- maps in waterproof cases (one between two)
- compasses (one between two)
- watches (one between two)
- survival bags (one between two)
- torches with spare batteries or spare torch (one between two)
- first aid kit
- extra warm layer, e.g. insulated jacket
- group shelter
- spare clothing
- emergency rations
- spare flask of hot drinks or the means for making them
- mobile phone (while recognising this may not work)
- relevant paperwork, for example route card, Information and Consent forms, home contact details etc

7.3 For remote country

The following list is for guidance only. Contents will depend on the nature of the walk

Suitable clothing could include:

- walking boots and socks
- warm trousers (not cotton)
- warm base layers
- sweater or fleece
- gaiters (optional).

Suitable group items could include some or all of the following:

- comprehensive first aid kit
- large puffer jacket
- group shelter
- spare clothing
- emergency food
- spare hot drinks or the means for making them
- mobile phone (while recognising this may not work)
- GPS device
- relevant paperwork.

Suitable equipment could include a rucksack containing:

- waterproof jacket
- waterproof trousers
- warm hat
- gloves
- spare waterproof gloves or mittens
- scarf or snood
- spare fleece
- spare socks
- food for the day
- water bottle (not glass)
- hot drink in a flask
- emergency rations
- sun hat, sunglasses, sun screen
- map
- compass
- whistle
- watch
- torch with spare batteries or spare torch
- individual first aid kit
- survival bag
- Information and Consent form
- Money and/or bank card
- notebook and pencil.

Appendix 6 – First aid kit lists

The following lists are for guidance only. The contents should be appropriate for the age group and the activity you are doing, and should be kept in a waterproof container.

For Lowland country

- Emergency treatment information.
- Disposable protective gloves.
- Resuscitation shield.
- Individually wrapped self-adhesive dressings, including hypo-allergenic ones (selection of sizes).
- Triangular bandages.
- Sterile unmedicated dressings, eg Melolin (medium, large and extra-large).
- Sterile unmedicated eye-pads.
- Sterile gauze squares.
- Crepe roller bandages.
- Temporary burn dressings.
- Hydrocolloid blister plasters (e.g. compeed)
- Micropore tape.
- Safety pins
- Scissors.
- Tweezers.
- Individually wrapped antiseptic wipes (for cleansing first aider's hands only).
- Small container of water.
- Antihistamine cream or spray.
- Sanitary towel.
- Paper and pencil.
- Addresses, telephone numbers, locations and hours of doctors, dentists and accident and emergency units in the areas covered by the walk. Keep these details in a clear plastic bag.
- spare emergency phone
- Details of route being taken with six-figure grid references, and telephone number and address of home contact

For open and remote country

Additional items which may be considered include:

- steristrip plaster or skin closures
- Duct tape
- painkillers (with parental permission)
- sunblock (with parental permission).

Appendix 7 – Emergency procedures

Remember to register your mobile phone with 112/999. For further information please visit www.emergencysms.org.uk. This was originally established for deaf, hard-of-hearing and speech-impaired people, and it has been agreed that the use of this has been extended to walkers as it enables them to contact the emergency services in areas with bad mobile phone signal by sending a text message.

Stop	➤ Assess the situation.
Danger	➤ Prevent further injury to yourself, the group or casualty/casualties.
First aid	➤ Render first aid to injured. Remember priorities and ABC.
Shelter	➤ Can the casualty be moved? If yes, move to a sheltered spot and/or use your group shelter. If not, use your group shelter or build a shelter around casualty.
Group	➤ Check the condition of the rest of the group.
Reassure	➤ Reassure casualty/casualties and the rest of the group. Ask the group not to text or phone home to avoid worrying parents/carers. Communication should be made with the home contact who will then contact the participants' emergency contacts if necessary.
Plan	➤ Plan what to do next: you may be able to continue after a short rest, you may need to cut the walk short using an escape route, or you may need outside help.

If help is needed prepare a written message and divide into two groups (see next page).

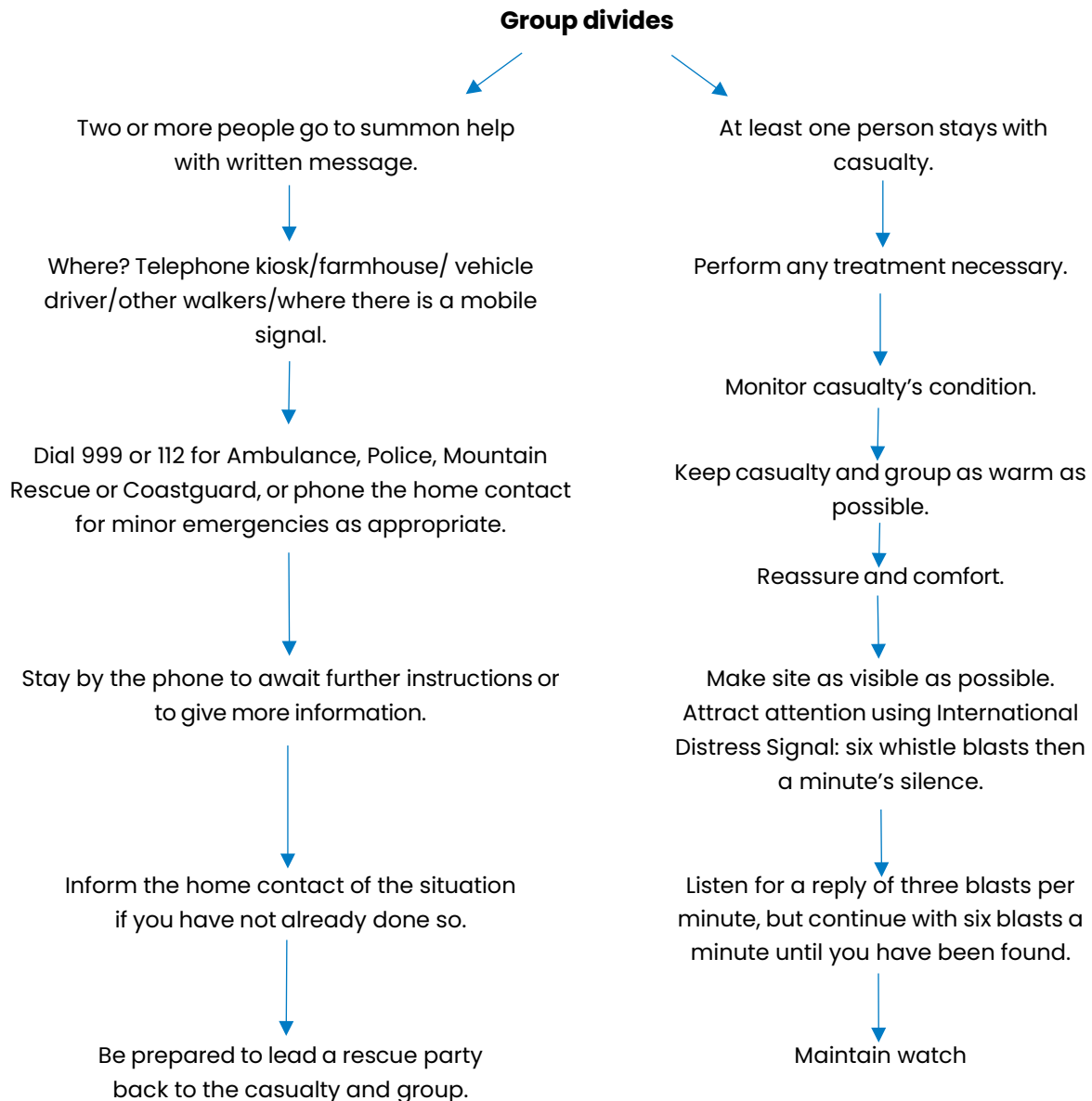
Write down:

- grid reference and description of exact location
- nature of ground
- type of incident
- first name(s) of casualty/casualties
- brief history of incident
- nature of injuries or condition
- group details – number, average age, condition
- equipment carried
- home contact and telephone number.

You may be able to use a mobile phone. If there is no signal, consider your options calmly. You may decide to:

- leave the group to try to find a signal
- try to attract additional help
- wait until your home contact misses you
- or send for help. If you send for help do the rest of the group need to stay?

If you decide to send for help issue clear instructions to both groups.



Appendix 8 – Risk management

The walking scheme is a risk assessment in itself. By identifying the risks in taking young people out into lowland, open or remote country, Girlguiding has provided this training and assessment scheme for adult leaders to help manage those risks.

Factors that should be considered by leaders when planning and executing a walk, include the following.

- The group: ability and experience.
- The route: appropriate for the group.
- The equipment: suitability.
- The weather: current and forecast.
- Time of year: daylight hours.
- The leader: qualification, training, experience and competence to safely manage the group on the planned walk.

The Girlguiding Risk Assessment template is available to download from the Girlguiding website, search for 'risk assessment'.

Use this template as a starting point. As you undertake your walk you will continue to manage the risks

Appendix 9 – Sample logbook pages

Sample logbook pages – Record of walks

Walking Log - example										
Date	Location / Area of country	Level of country (Countryside Classification)	Personal, Leadership or Other Walking	Your Group Position (Leader / Supervisor / Equal / Member)	Group description and numbers of adults & children	Distance (km) & Ascent (m)	Duration (hours)	Route (include map number, start & finish, key places, grid references)	Weather	Comments, notes and evaluation
30/10/2019	Lake District	ML	Personal	Leader	6 adults	14km	7.5	Map OL5. Start and finish Hartstop NY409130. SE along Pasture Beck, up to Threshthwaite Mouth, then Threshthwaite Crag, NE to High Street top NY440110, N to the Knot, W back to Hartstop.	Driving rain, cold northerly wind, cloud down to 600m	One adult refused to put on her waterproofs on the way up, saying she would get sweaty, wet and cold. At the top she was clearly very cold and struggling. We sat her down, put on her spare clothes and waterproofs and gave her food and a hot drink. She soon perked up and descended safely.
19/06/2021	Hampshire	Level 1	Leadership	Leader	Family (2 adults & 2 children)	6km	3	Map OL3. Start and finish at Swanmore Church SU576164. N to Dundridge on footpaths through fields & woodland, returning via lanes, through Hoe Farm.	Dry, sunny day	Enjoyed following Swanmore Ramble geocaching trail, finding them all
07/07/2021	Lomond and Trossachs national park	Level 3	Leadership	Leader (I was not qualified, but my deputy had her ML)	2 adults, 5 Guides aged 10-14	12km, 960m	8.5	Map Landranger 56. Start and finish Rowardennan NS359985. National Trust path via Sron Aonach to top of Ben Lomond NN367028 and back.	Warm (15- 20 degrees), dry with excellent visibility	Very warm day - extra hydration and sun protection required. Due to heat the walk took longer than anticipated and home contact were asked to reassure parents that there would be a delay, but all was well and we were having fun. All participants obtained the summit safely and descended without incident.
25/07/2021	Dartmoor	Level 3	Personal	Member	Walking group, 10 adults	14km, 375m	6.5	Map OL28. Circular route from Two Bridges car park, SK609750 to Crockern Tor, Wistman's Wood, Longford Tor, Higher White Tor SK619785, Lower White Tor, Brown's House, Rough Tor SK606789, Beardown Tor SK605773 and return following foot to Beardown Farm and Car Park.	Dry but cloudy	Enjoyable walk with some historic interest - Stannary Parliament at Crockern Tor and Beardown Man standing stone near Devil's Tor. Water levels were low, so able to cross West Dart at SK611799.
23/10/2021	Snowdonia	ML	Other Walking	Solo	Solo	9.5km, 700m	4.5	Map L115. Yr Aran SH604515 from Nant Gwynant SH627506, via Cwm Llan, Bwlch Cwm Llan SH605521, and return via Cwm yr Hyrddod	Fine, sunny day	Lovely walk, had to avoid crags and path up from col steep with loose rock. Not long enough to count.
23/09/2022	Yorkshire Dales	Level 2	Leadership	Leader	6 Rangers	18	8	Map OL2. Kettlewell SD971725 - Knepe Scar - Hawkswick - High Cote Moor SD 931592 - Street Gate - Gordale Scar SD915640 - Janet's Foss - Malham SD901626	Rainy & windy with low cloud.	Hard going. Needed to keep close track of route because of low cloud. Good navigation practice, especially use of compass.
12/08/2023	Pertshire hills near Dunkeld	Level 2	Leadership	Supervisor	4 DofE teams (20 participants), 5 adults	Cycled 10km, walked 16km, 650m	13 hours	Map L53. Camped at NO039502, cycled to Dunkeld NO02437 to see Bronze teams start. Bronze 1 at NO024442, Bronze 2 at NO024492, found alternative campsite for Silver 1 at NO038497, met Silver 2 at NO044500, visited 4 teams at different campsites, back to my tent.	Almost continuous rain, cold northerly wind. Evening fine.	DofE qualifying expeditions. 2 Bronze and 2 Silver teams. Supervision / assessing team of 5, of whom 3 qualified at L2 or above, 2 not qualified. One intended campsite occupied by a group of young men, already tipsy. One route modified because of stream in spate. One girl in meltdown.
07/10/2023	Mourne Mountains	Level 3	Leadership	Leader	5 adults	5.5km	5.5	Map OSN429. Car park S of Fofanny Dam, J280279, Carn Mountain, J287260, finish at car park W of Ott Mountain, J277268, all via lots of nav features.	Cool breeze, light showers	Walking Scheme Level 2 training. Lots of nav training and practice, zig-zagging about. Lots of discussion time. Within an Open area, but off linear features.

Appendix 10 – CPD

CPD activities – example

Date	Provider	Duration	Activity description	Format / location
19/03/2019	Mountain Training Association	1 day	Met Office mountain weather workshop	Redpoint Climbing Centre, Bristol
28/10/2022–30/10/2022	Girlguiding UK	Weekend (2days)	Walking scheme trainers and assessors weekend	Glenbrook, Derbyshire
18/04/2023	Girlguiding UK	1.5 hours (0.5 days)	Access and conservation	Virtual webinar for T & As delivered by Girlguiding moderators

Additional CPD example

During the past five years I have done the following activities which I would like to count as CPD for the renewal of my Girlguiding walking qualification.

- August 2019 I did a half day hill walk run by the county archaeologist to learn about the archaeology of the area.
- January 2021 I attended a day in Cwm Idwal on a Nature of Snowdonia Environmental workshop.
- November 2021 I joined an evening online talk arranged by the Girlguiding walking team on e-enabling your event.
- February 2022 I completed the DofE Expedition assessor and Supervisor Training Course (Two online evening sessions of three hours).
- October 2023 I attended a day course by Mountain Training Association in the Pentlands on the geology and landscape and people of the area.

This is two days and four half days, so counting as four days in total

Further information

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Walking and Mountaineering

British Mountaineering Council <http://www.thebmc.co.uk> <mailto:office@thebmc.co.uk>

Mountaineering Scotland www.mountaineering.scot/

Mountain Training – www.mountain-training.org

This website provides a direct link to: Mountain Training England, Mountain Training Scotland, Mountain Training Cymru and Mountain Training Northern Ireland.

Plas y Brenin – National Mountain Sports Centre Wales www.pyb.co.uk

Scotland's National Outdoor Centre: Glenmore Lodge www.glenmorelodge.org.uk

Hill Walking by Steve Long (Mountain Training). This is the official handbook for Mountain Leader (ML) and Hill and Moorland Leader Awards. Available from <https://www.mountain-training.org/publications/hill-walking>

Remote Supervision Guidance Notes (Mountain Training) Available to download from <https://www.mountain-training.org/england/resources-and-downloads>

The Mountain Skills Training Handbook by Pete Hill and Stuart Johnston. Available from **various** bookshops

New Hill Walkers booklet – Available to download from <https://shop.thebmc.co.uk/product/new-hillwalkers-booklet/>

The Countryside Code Available at <https://www.gov.uk/government/publications/the-countryside-code>

For Scotland <https://www.outdooraccess-scotland.scot/act-and-access-code/scottish-outdoor-access-code-visitors-and-land-managers/what-scottish-outdoor-access-code>

For Northern Ireland <https://www.nidirect.gov.uk/articles/countryside-code>

The Highway Code Available at www.gov.uk/highway-code.

The DofE Expedition Guide Available from <https://shop.dofe.org/merchandise/the-dofe-expedition-guide/>

Access and Conservation

Natural England www.naturalengland.org.uk

NatureScot <https://www.nature.scot/>

Natural Resources Wales www.naturalresourceswales.gov.uk

Northern Ireland Environment Agency <https://www.nidirect.gov.uk/information-and-services/environment-and-outdoors>

Walking scheme

National Parks <https://www.nationalparks.uk/>

National Association for Areas of Outstanding Natural Beauty (AONBs) www.landscapesforlife.org.uk

Forestry Commission www.forestry.gov.uk

Canal and River Trust (for England and Wales) www.canalrivertrust.org.uk

Scottish Canals www.scottishcanals.co.uk

Waterways Ireland www.waterwaysireland.org

Scottish Rights of Way and Access Society www.scotways.com

Outdoor Recreation Northern Ireland (formerly The Northern Ireland Countryside Access and Activities Network) www.outdoorrecreationni.com

Wild Camping in Scotland. See <https://www.mountaineering.scot/activities/camping>

Scottish Outdoor Access Code Available to download from <https://www.outdooraccess-scotland.scot/>

Heading for the Scottish Hills service See <https://www.outdooraccess-scotland.scot/practical-guide-all/deer-management/heading-scottish-hills>

Where to 'Go' in the Great Outdoors Available to download from <https://www.outdooraccess-scotland.scot/doc/where-go-great-outdoors-mountaineering-council-scotland>

Leave No Trace <https://lnt.org>

The Green Guide to the Uplands Available to download from <https://www.thebmc.co.uk/media/files/BMC%20Green%20Guide%20to%20the%20Uplands.pdf>

Navigation

Ordnance Survey (useful resources available including *Map reading made easy peasy*) www.ordnancesurvey.co.uk

Harvey Maps www.harveymaps.co.uk

Memory Map www.memory-map.co.uk

Anquet Maps www.anquet.com

National Navigation Award Scheme www.nnas.org.uk

Dash 4 It www.dash4it.co.uk

Navigation in the Mountains: The Definitive Guide for Hill Walkers, Mountaineers & Leaders by Carlo Forte (Mountain Training)

Weather

Meteorological Office www.metoffice.gov.uk

Mountain Weather Information Service <https://www.mwis.org.uk>

Mountain Weather by David Pedgley Available from www.bmcshop.co.uk.

www.accuweather.com.

First Aid

British Red Cross www.redcross.org.uk

St John Ambulance www.sja.org.uk

St Andrew's First Aid www.firstaid.org.uk

The British Association of Ski Patrollers (BASP) www.basp.org.uk

The Royal Society for the Prevention of Accidents www.rospa.com

Mountaineering First Aid: A Guide to Accident Response and First Aid Care Available from www.bmcshop.co.uk

Safety

Safety on Mountains by Jon Garside (The British Mountaineering Council) Available from <https://shop.thebmc.co.uk/product/safety-on-mountains/>

The Royal Society for the Prevention of Accidents – Water Safety for Children and Young People www.rospa.com

The Royal Life Saving Society UK www.rlss.org.uk

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Readers are reminded that during the lifespan of this publication there may be changes to:

- Girlguiding policy
- legal requirements
- practice by governing bodies, for example Mountain Training UK
- British Standards

which will affect the accuracy of the information contained within these pages.

Although the term 'parent' is used in this resource, readers should remember that what is said may apply to a carer or other adult with parental responsibility