

## ACTIVITIES

### SECTION 1 – ACTIVITY AUTHORIZATION

**The Scout Group** is the Scout Movement operating in the local community. The Scout Group provides opportunities for young people to participate in an educational and recreational youth programme, which in turn offers progressive training in accordance with the age and stage of development of members.

(APR R4.2)

In determining whether or not an activity be allowed, the following should be taken into account: -

- a. The number one criteria when permission is being considered is the Health and Safety aspects of the activity being contemplated.
- b. The planning of the activity.
- c. Qualifications and experience of the person leading the activity.
- d. The training of the Youth Members participating in the activity.
- e. Duty of Care referred to in Australian Policy and Rules, P7.
- f. Commonsense.

The District and Region Leaders are the support people from whom a Group Leader should seek advice prior to authorising an event if he/she requires further information in making a decision on the activity. Approval for Outdoor and Overnight Events. Subject to the following requirements, the Group Leader (or the nominated Leader-in-Charge of the Group) has authority to approve most Scouting events involving members of the Group, including standing camps, most Hikes and Pack Holidays. No formal application is required and no Activity Intentions form is to be completed.

For Activities in which there is a Branch appointed Activity Leader, the Group Leader should contact that person.

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is to be completed.

Activity Intentions Form. This form is to be only used in the following circumstances:

- a. High adventure activities including Abseiling, Parascending, Rock-Climbing and Caving, and other activities defined as high adventure from time to time by the Chief Commissioner, except where these activities are conducted by approved scouting teams staffed by Scout Association Certificated Activity Leaders, or by licensed commercial operators catering for these activities which are generally available to the public. (Activities conducted by the latter require the Branch Special Activity form to be completed by the parent/guardian).
- b. Activities conducted in areas defined from time to time by the Chief Commissioner as 'hazardous.'

The Leader-in-Charge of an activity must at all times adhere to basic safety requirements, including as appropriate: -

- a. The provision of appropriate information to the local Police and/or, the provision of appropriate information to the Authority responsible for the management of the area in which the event is to be held, and
- b. Provision of full details of the event to the Group Leader or other "home-based" nominated Leader-in-Charge of the Group including, as appropriate, time and dates of departure and expected return, planned campsite(s) and hike routes.

## **SECTION 2 – ACTIVITY INSURANCE**

Public Liability Insurance. The Association has in force a Public and Products Liability Policy, which provides indemnity (protection) in respect of all Scouting activities conducted by any Formation/Group within the Association, which includes the Guide & Scout Sailing Centre. The limit of indemnity is \$50,000,000 for any one occurrence.

The indemnity is provided in respect of personal injury or property damage suffered by a member of the public as a result of negligence on the part of the Association or any member of the Association which includes leaders, youth members, committee members and voluntary workers whilst acting prudently and with the approval or consent of the Association, or its authorised officers, or Certificated Leaders. The policy extends to include Member-to-Member Liability which in effect provides indemnity for any member of the Association should they be sued by any other member for

negligence resulting in personal injury or damage to property during a Scouting approved activity.

Personal Accident Insurance. All registered members of the Association, both youth and adult are covered for injuries sustained whilst participating in authorised Scouting Activities. All leaders need to be aware that the Public Liability and Personal Accident Policies only covers Scout Association authorised activities. The permission and authorisation of the Group Leader to the carrying out of activities is essential. In the absence of a Group Leader, the Leader-in-Charge of the Group is the relevant authority. Adventurous Activity Intention Form. An example of this form (Y6) is given in Chapter 11.

## **SECTION 3 – BRANCH ACTIVITIES POLICY AND GUIDELINES**

Activities. It is the policy of Scouting in Victoria that no member should be denied the opportunity to participate in any activity that is readily available to members of the general public through the operation of a commercial enterprise except in the case of a particular activity for which the Association has no proven expertise, recognised experience or professionally qualified resource of its own, available to assess the inherent risks, to define the parameters or to accept leadership responsibility for the activity.

This policy has been framed within the context of the Association's Code of Conduct and its training programs, recognizing also the inherent responsibility of each individual leader to exercise at all times, the personal duty of care that is imposed upon each of us by statute and common law. Our guidelines may therefore be summarised as: -

- a. Appropriately trained leaders,
- b. Health,
- c. Safety, and

d. Commonsense.

Against this background, Scouting activities can, generally speaking, be divided into two separate and distinct classes: -

a. Those that do not present a greater element of risk to the participants than any other normal Scouting activity. (For these activities, while our Wood Badge training program adequately covers most requirements for Joey Scout, Cub Scout, Scout and Venturer section activities, specialist assistance remains necessary for specialist activities eg, Air and Water Activities), and

b. Those activities that do present a greater element of risk than described above. These activities are referred to as Adventurous Activities. [These are activities for which our leaders are required to undergo specialised training and/or to demonstrate a prescribed level of competency (RPL) in any one or more of these particular activities.]

The key to prudent activity planning is a combination of judgement and risk management. The attached Policy statement and Guidelines has therefore been prepared by the Branch Activity Leaders' Council and has been endorsed by the Branch Commissioners' Council.

**Policy.** Any Scout is permitted to participate in any approved or recognised Scouting activity, subject to the following policy guidelines and, in the circumstance of an Adventurous Activity, to the prior written consent of a parent or guardian. Responsibility for the safe conduct of any activity should be vested absolutely in the Leader-in-Charge of that particular activity, recognising his or her Duty of Care to the participants.

**Guidelines**

**a. General Activities**

(1) The Association accepts responsibility to offer and provide appropriate training for its Leaders recognising, where appropriate, evidence of prior learning so that each Leader may achieve a pre-determined standard of competency for the conduct of general Scouting activities and, in some cases, for the conduct of specified Adventurous Activities.

(2) Completion of Basic Wood Badge training for the Certificate of Adult Leadership is sufficient to equip an Adult Leader, in the exercise of his or her own judgement, to determine whether or not a particular Scouting activity should proceed and if so, under what conditions or constraints and to assess whether or not the proposed activity falls within the definition of an Adventurous Activity as expressed in paragraph B.1 of these Guidelines.

(3) Completion of Advanced Wood Badge Training, together with appropriate practical experience, is generally sufficient to equip an Adult Leader with the competencies necessary to take responsibility for the conduct of General Scouting Activities.

(4) Some activities included within the core Section Award Schemes may require training and experience outside that delivered through Wood Badge training in that Section. Conducting such an activity will therefore require access to a leader (from within or outside Scouting) who can demonstrate formal recognition of his or her relevant competencies. Adult experts, who are not members of Scouts Australia, must have full insurance cover for their activity. Adults in Scouting are covered by Branch insurance.

(5) In the event of an incident involving any Scout participating in a Scouting activity approved by the Group Leader, (or, where there is no Group Leader, then by the Leader in effective control of the Group), the Scout Association will stand behind and support any Leader who, being appropriately trained or whose current competencies have been formally recognised by the Association, has exercised commonsense and has taken reasonable prior steps to assess and minimise the physical risks associated with that activity in accordance with this Policy and these Guidelines.

**b. Adventurous Activities**

(1) In the case of any activity for which the Outdoor Recreational Council of Australia (ORCA) has established guidelines or there is a requirement for the leader of such an activity to have first completed specialised activity training and/or to demonstrate a prescribed level of competency (ie, RPL), that activity shall be classified as being an Adventurous Activity.

(2) Where a formally established Branch Activity Unit exists, it shall be the responsibility of the relevant Activity Unit, through its Branch Activity Leader, to:-

(a) Identify, in simple terms, the nature of all significant hazards inherent in that generic activity, and

(b) Recommend the investigation and consideration which should be undertaken and given by the Leader-in-Charge of the proposed activity before that leader or his/her Group Leader signifies approval or consent for the specific activity to proceed.

(3) The investigations and considerations should be aimed towards the elimination or at least the minimisation of the inherent physical and other identified risks associated with that generic or particular activity having due regard to the size, age and experience of the participants and to the terrain and likely climatic conditions at the time and place at which the activity will be conducted as well as the knowledge and experience of the Leader-in-Charge.

(4) In the case of any Adventurous Activity, advice may be sought from the relevant Branch Activity Leader as to whether the known technical skills and/or abilities of the Leader-in-Charge of the proposed activity are adequate in all the known circumstances for that leader to appropriately assess and minimise the risk of accidental injury or loss of life of any of the participants.

(5) An opinion may also be sought from the Branch Activity Leader concerning any other aspect of the proposed activity that may be material or relevant to the conduct of that activity or to the proper assessment of the risks associated with that activity.

. By June 1999, Outdoor Recreation Council of Australia had published Guidelines for the following Adventurous Activities:-

- a. Abseiling
- b. Bush-walking
- c. Caving
- d. Canoeing/Kayaking
- e. Horse Riding
- f. Rock Climbing
- g. Sailing
- h. Ski Touring
- i. White Water Rafting

## SECTION 4 – PATROL ACTIVITY CAMPING

### Gilwell Park

The Outdoor Activity Centre at Gilwell Park provides a range of weekend programmes and the necessary camping/cooking/activity equipment for Patrols who participate. Patrols need to provide their own food; and Scouts need to bring their personal items, eg, sleeping bag, ground sheet, clothes, eating gear, etc. A moderate cost, per Scout, is charged to cover camping fee and equipment fee, plus material costs, depending on the activity (see below).

Weekend activities advertised in the annual Info Book include:-

- a. Bush-craft, Construction, Cooking, Hiking.
- b. Welding, Forging, Soldering, Rope Making.
- c. Rogaining, Using a compass, Orienteering – – Go for the Record.
- d. Radio Communications – Go for Communications Badge.
- e. JOTA – (Jamboree of the Air) -- Join in the JOTA activities whilst Patrol Camping.
- f. Emergencies, First Aid, Police, CFA, Ambulance,
- g. Environment – World Conservation Badge.

Bookings: Ring the Ranger, Gilwell Park, on 5968 1284. Payment of the Camping fee, (per scout per night) secures a booking for the chosen Activity Camp. Cheques should be made payable to “Gilwell Scout Park,” crossed “Not Negotiable,” and sent to Gilwell Scout Park, Gembrook, Vic 3783.

What to Bring: - Scouts attending will need to bring the following additional items required for activities they are to undertake. Also, additional fees are required to cover the cost of materials.

- a. Bushcraft/Rogaining -- two compasses per patrol and a water bottle per scout.
- b. Welding -- for material, wear old overalls or similar, and leather shoes or boots.
- c. Radio Communications -- issued booklet, notebook, pen and Badge book.
- d. JOTA fees -- (refer to JOTA entry) issued booklet, notebook, pen and Badge book.
- e. Emergencies -- charge for materials, notebook, pen, Badge book, and two triangular bandages per Scout.
- f. Environment - for material, research project, notebook, pen, Badge book.

The Welding Activity Programme includes fabrication, use of metal and welding equipment together with an electronic red and green flasher, which can be used as a woggle, and is retained by the Scout. The kit from which this is made is supplied, and a charge per Scout is payable at the weekend.

The Scout First Aid Service presents the First Aid Activity. Each Scout attending will receive a copy of “Red Cross First Aid Notes” for which a charge is made.

The Emergencies include bases at which each Scout participates in an activity related to aspects covered in the Emergency Target. Scouts under the age of 14 require approval from their parent or guardian for them to participate in CPR conducted by members of St. John’s. For more information, including specific costs and booking arrangements, see current Info Book.

Gilwell Park is the main Leader Training Centre for Victoria and is situated 6 km north of Gembrook. It consists of 160 hectares of bushland bounded by the Gembrook State Forest, with campsites suitable for any size group. Other facilities include a Pack Holiday Centre for Cub Scouts with dining room, kitchen, bunkroom, Leader accommodation and covered recreation area. Also available for hire by groups, are the

Hospital and Storm Hut (two electric barbeques are located nearby), and the Training Ground, on a limited basis when not in use for Leader training courses.

**Location of the Outdoor Activities Centre, Gilwell Park:** Gilwell Park is located on the Gembrook to Launching Place Road – 6 km North from Gembrook. The Outdoor Activities Centre can be found by going west along the driveway, from Gateway No 4 at Gilwell Park.

**Camping equipment** is available for non-activity weekends – for use at Gilwell Park only. For these requirements contact Jim Chaplin (03) 5968 1386, or one of the following Activity Team members: Ken Reid 9802 3810, Kevin Pickthall 9723 5084, and Carol Spruit 9726 9873.

### **Clifford Park Scout Activity Centre**

Melway 24 J5)

**Patrol Activity Camps** -- provide a Patrol of Scouts the opportunity to camp together and participate in activities provided by skilled personnel, either with or without an accompanying leader from their home group.

**Such activities include:**

Water Activities – Building Skills – Abseiling Electronics – Radio – Fox Hunt

Go Bush – Survival – Orienteering Canoeing - Abseiling - Environment

Electronics – Archery – Radio Welding – Blacksmith - Mechanics

Gourmet Camp Cooking - Archery

Applications to Heathmont Scout Centre, 117 Heathmont Road, Heathmont 3135. Participation fee per head applies, covering site fees and provision of activity equipment. Applications will be acknowledged together with a list of any equipment, clothing etc, required to bring to the activity, also any additional charge, which may apply to the May, and August activities.

## **SECTION 5 – ACTIVITY CAMPS, TRIPS AND EVENTS**

(For current updates on these Activities see the current Info book)

There are many special Jamborees, camps, trips and special events up with which you can spice your programme. Here are some, which occur annually:-

**Admiral Napier Cup Regatta.** This is an annual regatta for Sea Scout and other Groups interested in water activities, conducted by the 1st Victorian Sea Scouts at Albert Park Lake during the first weekend of September. Groups compete for the “Admiral Napier Cup”, named after the original “Napier Cup” presented to the Sea Scouts of Victoria by Rear Admiral W.R. Napier in 1930. Events include sailing, rowing, iron person and a seamanship competition. Contact: David Winwood, Region Activities Leader -- Water Activities, South Metro 9571 2487

**Alcoa Trophy Regatta.** This is an annual regatta for Scouts, Venturer Scouts and Rovers held at a different venue each year, over the Labour Day weekend to provide opportunities for participation by Groups from all parts of the State. Host District liaison and support is essential to achieve this aim. The Alcoa Perpetual Trophy for Victorian Scout Water Activities is presented to the Group with the best overall performance in sailing, canoeing, kayaking, marathon and iron person events.

It is not necessary to participate in the sailing event if your Group or Section does not have, or has access to Sailing Craft as other fun and challenging activities are included as indicated above" Other events include line heaving and a camping competition event. Contact: Branch Commissioner – Water Activities at Branch Headquarters.

**Armstrong 500** is a competition hike held by Yarra Ranges District for Venturer Scouts, Guides and Scouts. Teams of 4 to 6 members hike between checkpoints competing for a range of awards, which are presented at the Final Parade. Leader and Rover checkpoint staffs provide interesting and fun activities at their checkpoints in which teams may participate. Add Armstrong 500 to your Unit's calendar and have a great time. Contact: Peter Collins 9755 2457

**BARCOM** (Best Australian Rafting Centre on Murray) is a Venturer Scout activity, conducted in the September/October school holidays each year. The Centre provides the rafts, food, and experienced staff (both male and female), to enable individual Venturer Scouts, Leaders, or Units, to experience Huckleberry Finn type rafting on the Murray River.

It may be used as a Venturer Scout Unit's major activity. BARCOM accepts Venturer Scouts with or without their Leaders, or Leaders without their Venturer Scouts, from any Region or State.

Rafting expeditions provide plenty of exciting challenges, requiring first class teamwork and initiative to overcome. Lasting friendships are formed and the experiences will be relived many times and spoken about for years. Contact: South Metro Region Scout Centre. 9570 4216

**Cohen Shield**, August/October. This is a competitive patrol activity for Scouts run at a number of different locations throughout Victoria. Patrols compete in five different Scoutcraft activities on the one-day. Patrols qualifying in each of the five activities become co-holders of the Cohen Shield for the ensuing year. Most venues offer Cohen Shield as a weekend event, where Patrols have the chance to participate in a range of other fun events in addition to the main Cohen activities. However, some venues operate Cohen as a single day event, or offer Patrols the opportunity of participating only in a one-day competition. Check with individual venues to see what is offered.

Scout Patrols are especially encouraged to explore new and different locations. Metro Troops could try a country location and vice versa. Further information in Kaboom and Australian Scout from around May or June, or contact the Operations Department, Branch Headquarters, or the Assistant Regional Commissioner -- Scouts.

**Gilweroo.** The Gilweroo Camps were originally started as reunion camps for Leaders who attended the 21st Continuous Scout Wood Badge Course at Gilwell Park in 1975. Since that time, the Gilweroo Camps have grown substantially and now annually average over seven hundred in camp. The aim is to offer all the Scouts attending, a fun filled activity weekend at Gilwell, where they are allocated times to participate in all the activities offered. A wide range of activities is available at Gilweroo. These include Archery, Abseiling, Canoeing, BMX Bikes, Gilweroo Gauntlet, Slot Cars, Rocket Launching, Silk Screen Printing, Badge Swapping, plus several others. Contact: Andrew Mortimer, 82 Broadway, Bonbeach 3195.

**Hoadley Hide.** Hoadley Hide is a competition hike run each Easter by the Branch Venturer Scout Council. Teams compete for several 'A' Grade pennants, which are known as 'Co-holders,' plus a number of 'B' Grade or runners up pennants. Co-holders

are recorded on the impressive Hoadley Hide board. During the event, teams of Venturer Scouts and Guides hike around the site area participating in many interesting and challenging activities provided by Leader and Rover checkpoint staff. Overnight camping is at VOCs (Venturer overnight camps), which provide cooking fires, toilet facilities, music and the opportunity for Venturer Scouts to socialise together. All teams are required to be fully self sufficient and trained in basic hike preparation of gear and clothing, including adverse conditions, catering, pack weight and preparation of pack contents.

The Hoadley Hide is based around a different theme each year. Contact: Branch Venturer Scout Council

**Iglute.** Would you feel confident camping in the snow? Perhaps spending the night in your own homemade igloo? Venturer Scouts and Guides have been involved in Iglute for over ten years, learning all the skills associated with snow camping and snow skiing. Iglute gives our youth members and leaders the opportunity to experience this unique way of camping at three levels of competence. All you have to do is choose! Watch out for application forms in the May or June editions of Interchange. Contact: Northern Region Assistant Region Commissioner – Venturer Scouts

**Mudbash.** This event is held at Mafeking Park on the Queen's Birthday Weekend each year. It has become an outstanding attraction, with more than one thousand Rovers either directly participating or looking on. In addition, many other members of the Movement or friends also attend as onlookers. Crews are limited to one car per Crew and there is a limit on the number of cars allowed to compete. Cars must be registered as recreation vehicles and the registration must be in the name of the Crew or a member of the Crew. Different members of the Crew must drive in each event. These rules are specifically designed to stop professionally built cars entering under the name of a Rover Crew, and thus spoiling the event for genuine Rovers. Cars, which have been, are, or may be registered by CAMS, are not acceptable.

**Sandown Formula Bike and Scout Expo** is an exciting event for teams from all sections (except Joey Scouts) to ride a conventional bicycle around Sandown International Motor Raceway with Scouts, Venturers, Rovers and Leader Teams riding for eighteen hours commencing at 9.00 pm Friday, generally the first weekend in May until 3.00 pm Saturday. Cub Scouts participate on the Saturday riding from 9.00 am till 3.00 pm. A team entry will only be accepted where every member of the team is a current registered member of the Scout Association of Australia at time of entry received as follows:-

- a. Cub Scouts - 12 riders per team (minimum 10).
- b. Scouts - 10 riders per team (minimum 8).
- c. Venturer Scouts - 8 riders per team (minimum 6).
- d. Rovers - 6 riders per team (minimum 4).
- e. Leaders - 6 riders per team (Minimum 4).

Each team is required to operate the "buddy system" and have two team riders on the track at any one time, with continuous support by their own Leaders/Parents in their pit location essential at all times. A condition of entry is that every team provides an adult person for approximately three hours to assist with the running of the event at a time nominated by the organising committee.

Formula-Bike is conducted in a manner similar to a major motor race event with teams occupying the pit garages, riding the 3.1 kilometre circuit, and staffing the track side radio communications, electronic lap counting, mobile first aid and mobile breakdown units.

Every team is allocated a campsite on the asphalt car park behind the pit building suitable for free standing tents, camper trailer, caravan or two cars where participants may rest or sleep if desired. Team members may rest at any time throughout the event without any penalty other than reducing the total number of achievable laps. For the safety of all participants no vehicle is permitted to move inside the camp enclosure from 9.00pm Friday till after the conclusion of the event on Saturday afternoon.

Due to fire regulations applicable to a motor racing circuit, no cooking or heating is permitted on-site.

The canteen operates continuously for 24 hours, providing a wide variety of scout-food and drink at very reasonable prices – plus your hot water requirements are provided free.

In addition to having fun participating in this annual challenge of accumulating team laps on the closed motor racing circuit, participants have the opportunity to raise funds by obtaining sponsorship for the number of team laps ridden. Sponsorship cards will be provided when the organising committee acknowledges the team entry. Teams may retain all of the sponsorship monies raised through it is suggested that at least a proportion be given towards a nominated community service project. Each participant will receive a badge, plus trophies and badges for first, second, third in each Section will be awarded at the conclusion of the event.

Free entry and free parking is provided for all participants, supporters and spectators.

Contact: Assistant Branch Commissioner – Special Events, c/- Branch Headquarters.

**Scout Expo.** From 10.00 am to 3.00 pm during the running of "Formula Bike", a display of every Scouting skill, activity, pursuit or possible opportunity imaginable is staged within the Sandown complex, the majority in covered areas. The purpose of the Expo is to show the general public and supporters of scouting the ever-widening range of "Scouting" activities/interests with a view to encouraging recruitment of new youth members and leaders.

Existing members and Leaders also have the opportunity to see the ever-widening range of activities and challenges available and can discuss the possible participation of their Section/Group/District with the Activity Leaders present. Many of the displays/activities presented are part of an "Active Trail" where Joey Scouts, Cub Scouts and Scouts can earn a special badge by completing a set number of activities according to age/section.

The "Bike Right" riding skills course will be operated by members of the Victoria Police Bicycle Squad plus Vic Roads and Scouting personnel between the hours of 7.00am to 3.00pm in the Leger car park.

Organize for your section members and families to attend and support the riders in Formula Bike whilst participating in, and enjoying the activities of Scout Expo. Bring your friends to Sandown and show them what Scouting has to offer! Free entry and parking. Or train to Sandown Park station located near the racecourse.

To promote an event or any activity suitable for "Scouting," space within the Expo area is available. Inquiries: Assistant Branch Commissioner. – Special Events, c/- BHQ.

**Scout Hike.** This is a hiking and campcraft event for Scouts who do not go hiking regularly. It also provides an opportunity for experienced Scouts and Patrols to compete for a perpetual trophy. All Patrols who participate receive a pennant and each Scout receives a badge. Leaders are encouraged to get involved in assisting their Scouts to increase their knowledge of hiking and lightweight camping. The selected

State Forest area is divided into six compulsory campsites and activity points are spread between. Each Patrol hikes to and participates in as many activities as possible before reaching their set campsites on the Saturday, and again on the Sunday before reaching the Headquarters site. Activities are centred on a theme, and based on the Targets and Challenges. Scouts are bussed into the area on the Friday night (departing 7.00pm) and home again on the Sunday returning to designated points at 5.00 pm. Contact: Don Cuff, 5 Stanhope Street, Mont Albert 3127. 9898 2332

**Scout Ski:** Six days skiing on Mount Baw Baw for Scouts staying at W.F.Waters lodge. A fantastic week for Scouts, which will involve both downhill and cross-country skiing. Places are always in high demand, so don't let your Youth Members miss out and get in early! Contact: Branch Headquarters.

**Stradbroke Cup.** This is a Scout Section camping event run over the Easter weekend at several venues around Victoria. The Stradbroke Cup is a camping competition, with the highest achievers becoming co-holders of the Cup. However, there is an extensive program of activities available at all venues, and most will also accept Patrols who wish to simply have a fun camping weekend, without actually entering into the Stradbroke competition.

1467. Most Stradbroke Cup venues will allow Troops to arrive from Thursday evening. This is a good way for Scouts to satisfy the "four nights under canvas continuously" requirement for the Jamboree. The whole event is an opportunity for Scout Troops and Patrols to have an enjoyable camping experience and experience the fellowship of a large combined camp. Contact: Assistant Region Commissioner – Scouts, or Operations Department, Branch Headquarters. Details in Kaboom and Australian Scout.

**Surfmoot** is one of Victoria's Premier Roving events, and is held over the Australia Day weekend. The event is organised by a Branch-run committee of Rovers. The committee's aim is to provide an event for the over one thousand expected Rovers which is enjoyable as well as being value for money. The weekend includes a variety of nighttime entertainment including, live bands, current movies and discos. There are also many ongoing daytime activities, which include: jelly wrestling, iron person events, billy cart races and traditional beach day ones, just to name a few. Sensational prizes are up for grabs by simply entering these activities and, as they say, "You have to be in it to win it."

The cost of the weekend includes: live entertainment, a large screen movie, camping fees, on site activities, amenities, a show bag upon entry, and lots of fun. Tickets can be purchased before the event at a special discounted price or they can be purchased at the gate. Rover Crews are responsible for their own tentage, equipment, food and other necessary requirements. The designated camping areas are only a short distance from the main entertainment area. The event provides an excellent opportunity for crews and individuals to introduce friends and Venturer Scouts to the Rover movement. Contact: Branch Headquarters, Rover section, or access the Internet site on:-

<http://www.rovers.com.au>

**Vic. Gathering (VG)** – Yarra Valley Region. The VG is an event run for Victorian Venturer Scouts at the beginning of December each year. Guides also attend the Gathering. The objective of the VG is to provide a fun weekend to help you unwind at

the end of a busy year. Venturer Scouts also attend from interstate. The Yarra Valley Region Venturer Scout Council runs the VG, with support from Leaders and Rovers. VG is a standing camp with bookings commencing at 6.00 p.m. Friday. Most activities get underway by 9.30 pm. Participants are generally required to be self sufficient for the weekend however a canteen is provided for those who do not wish to prepare their own meals. The activities, canteen and some displays operate around the clock starting from 9.30 pm on the Friday to noon on the Sunday. The final parade is on Sunday at 1.00 pm.

Activities include many of the old favourites plus heaps of new ones. This is a fantastic way to finish the year with a fun packed weekend of activities, socialising and meeting new and old friends.

Contact: Yarra Valley Region Office.

## SECTION 6– INTERSTATE TRAVEL

Youth members or Leaders proposing to camp or travel interstate must make prior application for approval to Branch Headquarters on the appropriate form. Three copies of the form must be filled in, plus one extra copy for each additional State to be visited. They must be suitably approved and endorsed before sending to The Scout Association of Australia, Victorian Branch, 50 Barry Street, Carlton 3053. (PO Box 190, Carlton South, 3053.)

Applications to camp or travel in Tasmania must give full details as to party size, experience of both leaders and youth members, proposed route, equipment and food lists, and any other details, which will help the application. The party size in the Cradle Mountain National Park is restricted to 14 by direction of the Tasmanian Branch and is strictly enforced.

For visits interstate, where provision of facilities or other assistance is sought of the host Branch, at least two months' notice is required. Where no assistance is required, at least one month's notice is required. Late applications are liable to be rejected.

If the application meets with approval by Branch Headquarters, it will return one copy of the form to the Leader-in-Charge of the party. This must be carried during the visit. One copy of the form will be sent to the Branch concerned, to advise them of the visit, and, if required, to request the provision of facilities or assistance. The Leader-in-charge of the party will be advised direct of any arrangements made by the Branch being visited.

The Leaders-in-Charge of a party, where road transport by motor vehicle (whether private or commercial type) is involved, have an obligation to make sure that each vehicle is suitable for the purpose, and that the insurance on the vehicle is adequate and covers full liability for passengers. Applications are only approved on the understanding that these precautions have been taken, the necessary permits obtained, and recognised safety precautions adhered to.

**Rovers.** The Branch Rover Council has adopted the guidelines as a suitable code for the Rover Section and strongly recommends and encourages Rovers to observe the full provisions of the policy.

### **Restrictions.**

- a. Applications from Cub Scout Packs for interstate visits will be referred to the Branch Commissioner for Cub Scouts for approval.
- b. With regard to proposed visits to any overseas country, including New Zealand, during the month before and for a month after the starting date of a Jamboree or large

scale Scouting event in that country, an International Letter of Introduction may be issued to an individual member, but approval will not be given to a party to make such a visit.

**Form.** The form for interstate travel is provided in Chapter 11.

## **SECTION 7 – OVERSEAS TRAVEL**

An International Letter of Introduction is available for individual members. The standard form of Letter is overprinted with the Australian International Commissioner's signature and is available from The Scout Association (Victoria Branch Headquarters).

Applications should be submitted to Branch Headquarters through the District Commissioner to Region Office. On approval by Branch Headquarters, the applicant will receive, with the Letter of Introduction, an authority to purchase from the Snowgum the Australian scarf, which may be worn while overseas.

## **SECTION 8 – ACTIVITY UNITS AND CENTRES**

### **ABSEILING:**

Inquiries: Branch Activity Leader – Abseiling

Abseiling is the sport of descending a cliff whilst attached to a rope. The Victorian Branch Abseiling Council (VBAC) is an activity unit attached to the Adventurous Activities section of the Victorian Branch.

The VBAC's aim is to promote the sport of abseiling throughout the Scout and Guide Associations and to ensure that all persons conducting these activities do so with the best technical and practical skills available. The Scout Association already boasts the best safety record with regard to abseiling throughout Australia, and VBAC would like to ensure this continues for many years to come. Although the policy and standards for abseiling within the Scout Association of Victoria are set by the VBAC, the responsibility for ensuring that the person who is conducting any abseiling activity is both qualified and competent, lies with the Group Leader. Full lists of current qualified Instructors are held at Region Offices and copies can be made available to Districts upon request to Region. Group Leaders are also reminded that if they use instructors from outside the Association, it is the Group Leader's responsibility to ensure that all parents complete the Special Activity Permission form (see chapter 11) so that they are aware that control of the activity has passed to a person outside the Scout Movement. It is also a requirement that the instructor has his/her own insurance, as Scout Insurance will not cover this event.

Restrictions: -

- a. Joeys Abseiling not an appropriate activity.
- b. Cubs Tower only (Maximum 15 metres).
- c. Scouts Cliff or Tower (Maximum 50 metres). No night abseiling.
- d. Venturers Cliff/Tower/Night (Maximum 100 metres).
- e. Rovers/Leaders Cliff/Tower/Night (Maximum 200 metres - unless special arrangements are made).

Full details of the Victorian Branch Abseiling Council abseiling policy is available from Branch Headquarters.

The VBAC runs courses for instructors, assistant instructor (to the National Scout Standard), and beginner abseiling days. There is also a mobile abseiling wall available for hire to groups for days or nights (the rates for which are listed below). Full or associate membership of the VBAC is limited to qualified instructors or assistants, but a social membership is available to members who are interested in abseiling or assisting the Council. Meetings of the VBAC are held at the Branch Activity Training centre in Legana Street, Mount Waverley at 8.00 pm every 2nd Tuesday of the month and all members are welcome to attend.

Training Courses available: -

**a. Assistant Instructor Course**

(1) Pre-requisites:-

- (a) Youth Member or Adult Leader.
- (b) At least 15 years of age.
- (c) A knowledge of abseiling.
- (d) At least four hundred metres of jumps over at least 2 different sites.

(2) **(a) Qualifications will be valid for three (3) years.**

(b) Courses run for 2 days: 6 hours' theory - 10 hours practical.

**b. Instructor Course**

(1) Pre-requisites: -

- (a) A member of the Scout or Guide Association (not Parent Helpers).
  - (b) At least 18 years of age.
  - (c) A good knowledge of abseiling.
  - (d) At least one thousand (1000) metres of jumps over a number of different sites (at least one cliff site).
  - (e) A competent abseiler.
  - (f) Senior or Level 2 First Aid Certificate.
- (2) Qualifications will be valid for three (3) years and then the instructor can apply for Recognition of Prior Learning for a further three years. Four (4) day course: 16 hours theory -- 16 hours practical.

Applicants for the above courses must ensure that they meet the pre-requisites or their application will be rejected. Applications should be made on TR1 training form and must also include two (2) passport size photos, a copy of the relevant First Aid qualification and a log of the applicant's abseiling experience. The application, along with the above details and the course fee, must be received by the VBAC at least one (1) month prior to the course dates as numbers on courses are strictly limited and it is a first come, first served basis. Phone bookings will not be accepted.

Applications must be sent to: Attention: Course Manager, Victorian Branch Abseiling Council, P.O. Box 785, Mount Waverley 3149. Unless otherwise notified, courses are held at: Branch Activity Training Centre Legana Street, Mount Waverley. (Melway 70 F 5.)

**Mobile Abseiling Wall.**

The VBAC has an eight-metre mobile abseiling wall available for hire. The tower is available for night, day or weekend activities subject to instructor availability. It comes complete with instructors and equipment with a minimum of 4 hours hire. Cost:- On application.

**Long Term P.R. Displays** -- Price on Negotiation. Jobs outside metro Melbourne will also incur a higher transport cost.

Refunds:- Up to two weeks before the course/jump -- Full refund; up to one week before the course/jump -- Half refund; and less than one week before course/jump -- No refund

### **Recognition of Prior Learning.**

The Recognition of Prior Learning procedure for abseiling has now been established and implemented. If you have experience in abseiling and believe you may qualify for Recognition of Prior Learning you will need to submit your application through your District and, upon receipt, the VBAC will assess your application and send you a letter with further instructions and detailing the process involved.

### **The Bell Tower.**

A permanent 12 metre Abseiling Tower is available for hire, located at 1<sup>st</sup> Emerald Scout Group's hall next to Puffing Billy Station – Melway 127 E5. 1<sup>st</sup> Emerald also has its own team of Abseiling Instructors and Assistants available on request. Bookings and Enquires: David Wilson A.H. 5968 3608.

### **AIR ACTIVITIES.**

Branch Commissioner – Air Activities

#### **Flying.**

The Association conducts two Air Activity Centres in Victoria: at Moorabbin Airport and Riddell Airfield, Riddells Creek. The activity is available for Joey Scouts, Cub Scouts, Scouts, Venturer Scouts and Rovers. It consists of a morning of talks and slides on airfield safety, parts of an aircraft, theory of flight, control surfaces and the work they do, and an aircraft recognition session. This is followed by a flight in a light aircraft flown by experienced commercial pilots.

Cost: On application. Arrangements may be made for the team to come to some country centres to provide both instruction and flying for Country Districts.

#### **Pilot Training.**

Pilot training is available to Venturer Scouts, Rovers and Leaders at the Scout Air Activity Centre, Moorabbin Airfield on Saturdays, Sundays and some weekdays. Fully qualified flying instructors to Unrestricted Private Licence standard undertake training; and night classes for all ground subjects are available. The cost to members of the Movement is considerably less than at flying schools as there are no salaries to pay, and the Association has its own aircraft.

Trial Instruction Flights (TIFs) Days are conducted several times a year to introduce prospective trainee pilots to the requirements of learning to fly with the Scout Air Wing. Talks on learning to fly and a 30-minute flight in a training aircraft with one of our instructors are provided for around thirty dollars. This is a great opportunity to see if flying is for you.

## **Gliding.**

The Gliding Club of Victoria provides a gliding activity for Scouts, Venturer Scouts, Rovers and Leaders at Benalla Airfield. This is a weekend activity where the club provides accommodation (and breakfast) on Friday and Saturday nights, although groups may arrive early on Saturday morning. Barbecue and indoor cooking facilities are available at the airfield for cooking midday and evening meals. Cooked meals are also available at the Gliding Club, prices range from \$5- \$12, or meals may be obtained in Benalla, which is within walking distance.

Two glider flights are provided depending on weather conditions. Scouts assist in running the club's activities during the remainder of the weekend, eg. assisting with launching gliders, retrieving them on landing, cleaning gliders, etc. Cost: Accommodation - Bunkhouse (Bed & Breakfast). Cost on application. Flights- Cost on application. Contact: Office, Benalla Gliding Club, PO Box 46, Benalla 3672. Phone Benalla 5762 1058 (Business Hours)

## **Ultra Lite Aircraft Warning.**

Scout Association members are not permitted to ride in Ultra Lite Aircraft as an organised activity. Members participating or contemplating flying in Ultra Life Aircraft will not be covered by Association Insurances and will be doing so at their own risk. Under current Aviation Regulations, Ultra Lite Aircraft owners and operators cannot charge or accept payment for joy rides and do not carry any passenger insurance in the event of injury or death.

This warning does not affect commercial aircraft based activities or flights operated by the Scout Air Activities Centre.

## **Bushwalking.**

Inquiries: Branch Activity Leader – Bushwalking

The Scout Bushwalking Support Team (BST) has a primary role to train and encourage leaders of all sections to develop their skills in the leading of bushwalking parties. The course provides training to an advanced level. Attendance at the first theory day provides a basic activity leader qualification.

Booking is required via a training form (TR1) four weeks in advance to: - Scout Bushwalking Support Team, PO 575, Boronia Vic. 3155.

Scout Bushwalkers is a bushwalking club, run by the BST to enable leaders to learn new skills and gain ideas for their groups. An annual membership subscription of \$20.00 provides a Scout Bushwalkers badge and scarf. Meetings are held bi-monthly on the second Tuesday of odd months. At these meeting there is a training theme element discussed. Meeting Place: at the Lewis Rd, Hall in Knoxfield 3180. Walks are held each month on first come first served basis. .

A Bushwalking Leader's accreditation program is in place for Leaders, which can be gained via the Wood Badge scheme or the recognition of prior learning (RPL) process. Those who wish to apply for RPL or to increase their level should apply to the Branch Activity Leader – Bushwalking. Evidence in the form of a hike log, and courses attended are required.

The BST provides track notes, in a very easy to use format as well as advanced training for all leaders. Some of our most popular walks for youth sections are:-

a. Day walks

The Prom: Telegraph Saddle to Sealers Cove

Murrindindi: Cascades to Suspension Bridge

Cathedrals: Farmyard - Ned's Gully

Mt Samaria: Butcher's Track

Mt Samaria: Wileman Track

Marysville: Beaches to Keppel's Hut

Lake Mountain: Echo Flat

Cape Schanck: Bushranger Bay

Two Bays: Dromana – Cape Schanck

Rail Trails: Korumburra – Leongatha

Ballarat: Lal Lal Kilns

b. Scout Weekend Walks

Powelltown – Ada Valley

Big Pats Creek – Starlings Gap

Mt St Gwinnear – Erica

Angusvale – Den of Nargun

Mt Samaria –Wileman & Butchers Track

Southwest Track (Portland)

Cape Otway

Grampians (Varied)

Rail Trail: Walhalla – Rawson

Brisbane Ranges

Anakie Gorge

c. Extended Walks

The Prom: Tidal River - Lighthouse

Tidal River – Sealers Cove- Waterloo Bay Circuit

Alpine Track: Mt Howett – The Crosscut – Mts Buggery – Speculation – Viking

Bogong High Plains (various)

Mt Cobbler – Speculation – Queens Spur

Hattah – Murray River – Hattah

Mt Buffalo – Lake Catani – The Back Wall

Grampians (various)

Pt Hicks – Mallacoota

Tarli Karng

Wonangatta

Dinner Plains – Cobungra

Rail Trail: Leongatha – Meeniyan - Fish Creek - Foster

If the track notes for any of these walks are sought, simply contact the Scout Bushwalking Support Team. If the reader has a favourite walk and wants to share it, please send the full details to the contact above and the track notes can be prepared for others to use.

### **Bushwalking Hike Leadership Skills.**

The course is in the format of one theory day and a weekend in the bush. Courses can be run for Districts/Regions with a minimum of eight (8) attendees required.

### **Guidelines for Bushwalking Leadership Qualification Levels**

#### **Provisional Level Bushwalking Leadership.**

Basic Sectional Techniques plus Logbook; if no Logbook then provisional for 12 months. Leader of Youth Development Program: Authorized to lead Bushwalks in: Tracked terrain, Non-remote locations, Non-extreme, Up to 2 nights, Up to 30 km for the activity.

#### **Basic Level Bushwalking Leader – Leader of an Adults Party.**

This is the Bushwalking Leader who is responsible for an adult age walking party. This Leader would be able to provide proof of current competency via an active walk log over the previous three years. This, coupled with evidence of planning, risk and emergencies management, would allow for Recognition of Current Competency (RCC). Attendance at courses aimed at Bushwalking Leadership, such as Tertiary Institutions, and Scouts Australia's Topic 9 "Bushwalking." are suitable for RPL. Walk logs form the basis of assessment. This qualification does not allow for leading a youth walking party, which requires a Scout, Venturer, or Rover Sectional Certificate of Adult Leadership.

Qualified to Lead Bushwalks in:- Tracked terrain or Non-Remote locations or Non-Extreme conditions, Up to 4 nights duration, Up to 45 km in length.

1511. Qualification methods:- Basic Sectional plus Logbook and Basic Level Bushwalking Topic 9 Course and Logbook or RPL or RCC and Logbook.

#### **Basic Level Bushwalking Leader – Leader of a Youth Party.**

This is the Leader who has received a Leader of Youth Development Program – Wood Badge and is an active Bushwalking Leader as evidenced by a Walks Log. This level covers tracked terrain, be of four nights maximum and be in non-extreme and non-remote regions (ie, non snow camping, or desert walking). The maximum distance to be walked with a Basic qualification is 45 km. For Recognition of Current Competency, evidence of an active walk log is to be produced, showing walks in the previous three years, this coupled with evidence of planning, risk management and emergencies, would allow for recognition of current competency (RCC).

Attendance at courses aimed at Bushwalking Leadership, such as Tertiary Institutions and Scouts Australia's Topic 9 "Bushwalking," are considered appropriate. Leaders who have been previously trained, and have an active walks log can apply for an RPL.

Rovers may lead a party of adults who may or may not be Rovers. They are not to be in charge of a working party that contains Youth Members. Rovers need to be acknowledged for their skills to lead and plan but not to lead a group of youth members unless they hold an Adult Leader appointment – they would then qualify as a Leader of Youth Bushwalking Leader. Rovers completing Basic Level Activity Leader or Rover Training can claim RPL where applicable. It is anticipated that the Basic Level Qualification would serve most Leaders.

Qualified to Lead Bushwalks in:- Tracked terrain or Non-Remote locations or Non-Extreme conditions, Up to 4 nights duration, Up to 45 km in length.

Qualification Methods: - Leader of Youth Development Program – Scout, Venturer or Rover Wood Badge and Logbook plus/or Basic Level Bushwalking Topic 9 Course and Logbook, Or RPL or RCC and Logbook

This is not a qualification that Youth Members need to carry out Award Scheme walks, but an adult qualification that would benefit the youth member as a party Leader and as a portable qualification that can be used in the future. It is not a requirement for a youth member but an acknowledgment of advanced skills possessed.

### **Basic Level Bushwalking Youth Member Party Leader.**

This is the party Leader who is a Venturer Scout and is an active Bushwalking Leader as evidenced by a Walks Log. This level covers tracked terrain, be of four nights maximum and be in non-extreme and non-remote regions (ie, non snow camping or desert walking). The maximum distance to be walked with a Basic qualification is 45 km. For Recognition of Current Competency, evidence of an active walk log is to be produced, showing walks in the previous three years, this coupled with evidence of planning, risk management and emergencies, would allow for Recognition of Current Competency. Attendance at courses aimed at Bushwalking Leadership, such as Tertiary Institutions and Scouts Australia's Topic 9 "Bushwalking" are considered appropriate but not compulsory. Youth party Leaders who have been previously trained, and have an active walks log can apply for an RPL. This youth party Leader will be under the charge of an adult Leader who holds a Certificate of Adult Leadership and who will hold duty of care over the activity.

Qualified to Lead Bushwalks in:- Tracked terrain, or Non-Remote locations, or Non-Extreme conditions, Up to 4 nights duration, Up to 45 kms in length.

Qualification Methods: - Basic Level Bushwalking Topic 9 Course and Logbook. or RPL or RCC and Logbook

### **Advanced Level Bushwalking Leader – Leader of an Adult Party.**

This Leader would be experienced in the leading of walking parties in extended situations. He/she would have a current Basic Level qualification – Leader of Adults, have an active walking log and have completed at least two extended walks during the

last three years. Evidence of a higher level of planning and risk and emergencies management, would be necessary to allow for Recognition of Current Competency. An RPL can be granted on evidence of attendance at courses aimed at Bushwalking Leadership, such as Tertiary Institutions and Scouts Australia's Topic 9 "Bushwalking."

Walk logs form the basis of assessment. This qualification does not allow for leading a youth walking party, which requires a sectional Certificate of Adult Leadership.

Qualified to lead Bushwalks in: - Trackless terrain or Remote locations or Extreme conditions, Over 4 nights, Over 45 km in length.

Qualification Methods: - Pre-requisite Basic Level qualifications and Logbook; Advanced Level Bushwalking Topic 9 Course and Logbook; or RPL or RCC and Logbook.

### **Level Advanced Bushwalking Leader – Leader of a Youth Party.**

An advanced qualification requires that a previous Basic Level Qualification is held. They should be able to prove that they are involved in an active adventurous walking program by a walking log book, and have organised and led parties at an Advanced level. Attendance at courses aimed at Bushwalking Leadership, such as Tertiary or TAFE Institutions and Scouts Australia's Topic 9 "Bushwalking" are considered appropriate. Higher levels of planning and risk and emergencies management apply to these more adventurous activities, and evidence of this is required. Proof of current competency to lead at an advanced level must be made available to the Branch Activity Adviser – Bushwalking or equivalent appointment before RCC can be granted.

Qualified to Lead Bushwalks in: - Trackless terrain or Remote locations or Extreme conditions, Over 4 nights duration, Over 45 km in length.

Qualification Methods: - Prerequisite Basic Level qualifications and Logbook; Advanced Level Bushwalking Topic 9 Course and Logbook; or RPL or RCC and Logbook.

### **Advanced Level Bushwalking Youth Member Party Leader.**

This is the party Leader who is a Venturer Scout and is an active Bushwalking Leader as evidenced by a Walks Log. An advanced qualification requires that a previous Basic Level qualification is held. He or she should be able to prove that they are involved in an active adventurous walking program by a walking log book, and have organised and led parties at an Advanced Level. Attendance at courses aimed at Bushwalking Leadership, such as Tertiary or TAFE institutions and Scouts Australia's Topic 9 "Bushwalking," are considered appropriate but not compulsory. Higher levels of planning and risk and emergencies management apply to these more adventurous activities, and evidence of this is required. Proof of current competency to lead at an advanced level must be made available to the Branch Activity Leader – Bushwalking or equivalent before an RCC can be granted. This youth party Leader will be under the charge of an adult Leader who holds a Certificate of Adult Leadership and who will hold duty of care over the activity.

Qualified to Lead Bushwalks in: - Trackless terrain or Remote locations or Extreme conditions, Over 4 nights, Over 45 km in length.

Qualification Methods: - Advanced Level Bushwalking Topic 9 Course and Logbook. or RPL or RCC and Logbook.

### **Advanced Level Bushwalking Examiner.**

This is the Leader who has qualitative Bushwalking Leadership skills and relevant experience. This Leader would coach and guide other Leaders and Youth Members, in developing their Bushwalk Leadership skills. To qualify they must provide evidence of their experience in the form of a walk log and any current activity in the area of Bushwalking, eg, training, examining, and qualifying. This could be a Queen's Scout or B-P Award Expedition Adviser or someone filling such a role, for instance a District Leader – Venturer Scouts or Rovers. A Leader that has the knowledge and experience would fit this profile. A real need exists for this style of tutoring Leader in the Association, so furthering 'in the field' training and qualifying other Leaders for Bushwalks. Leaders who want to be identified for these purposes should contact their Branch Bushwalking Activity Adviser or equivalent.

Qualified to Examine and Authorise Leadership of Bushwalks in:- Trackless terrain or Remote locations or Extreme conditions, Over 4 nights, Over 45 km in length.

Qualification Methods:- Pre-requisite Basic Level qualifications and Logbook; Advanced Level Bushwalking Topic 9 Course and Logbook; or RPL or RCC and Logbook.

#### **Definitions: -**

**A. EXTENDED WALK: THREE NIGHTS AWAY OR GREATER THAN A LONG WEEKEND.**

b. **Extreme Conditions:** Includes areas regarded by local authorities as likely to be subject to life threatening weather changes, such as extreme cold and or wet conditions, extreme heat and or dry conditions, high winds, minimum shelter, minimum water are factors of extreme conditions.

c. **Remote Area:** A remote area is defined as an area in which an emergency service cannot be reached for more than three hours. This is the travel time taken to reliably make first contact by telephone or in person with an emergency service.

d. **RPL:** Recognition of Prior Learning based on courses or qualifications held or Recognition of Current Competencies (RCC) based on experience and informal training.

e. **Tracked Terrain:** This is a formed and maintained track, with its route detailed on current maps of the walk area

f. **Trackless Terrain:** Trackless applies to all areas where feature navigation is required to travel a planned route. This applies to tracked terrain that could be subjected to weather changes, making tracked navigation difficult or trackless, eg, Alpine regions, Desert or Outback areas etc.

### **CAMPING**

**See also Code of Conduct, Section 9; Duty of Care, Section 10; and Branch Activity Statement, Section 2.**

## **General Rules**

Apply to all sections with the exception of Rovers. Subject to the following requirements, the Group Leader (or the nominated Leader-in-Charge of the Group) has authority to approve most Scouting activities involving members of the Group, including standing camps (which include Pack Holidays) and hikes, provided a Certificated Leader in the Section concerned is in charge of, or has examined and approved, the arrangements. No formal application is required.

The Leader-in-Charge of an activity must at all times adhere to basic health and safety requirements, including as appropriate:-

- a. The provision of appropriate information to the local Police and/or, the provision of appropriate information to the Authority responsible for the management of the area in which the event is to be held and,
- b. Provision of full details of the event to the Group Leader or other "home based" Certificated Leader including, as appropriate, time and dates of departure and expected return, planned campsite(s) and hike routes. (Refer also to the "Incident Audit Procedure")

## **Who is in Charge?**

The person in charge of a camping activity may be a Certificated Leader or an experienced Youth Member. A non-certificated adult may not take charge of a camp and, if any adults are present on the camp, at least one of them must be a certificated leader. The reason for this is that if parents of Scouts are aware that an adult, certificated or not, is present, they would have every reason to assume that the adult was qualified to lead the activity, perhaps being unaware of the Association's requirements for Adult Leaders

## **Who can participate?**

Cub Scouts, Scouts, Venturer Scouts

## **Restricted or Prohibited Areas.**

There are several areas in Victoria in which camping and hiking are dangerous, or have been banned or restricted by the controlling authorities. These include:-

- a. Kiewa Works Area (Bogong National Park).
- b. Water catchment areas.
- c. Department of Conservation and Natural Resources areas.
- d. National Parks.
- e. Tali Karng. This area is restricted to scouting parties between 31<sup>st</sup> March and 31<sup>st</sup> October.
- f. Lerderderg Gorge. The area from O'Brien's Crossing to Bacchus Marsh is liable to extreme changes in weather and ground cover. It should not be entered without extensive preparation and planning.

Before hiking or camping in these restricted areas, the participants must make themselves familiar with the regulations and restrictions, which apply. Police &/or the controlling authority are to be advised of the full details of the activity including time of starting and date and the estimated time and date of completion of the activity. The Police &/or controlling authority must be immediately advised on completion of the event.

### **Grampians National Park**

It is important that groups intending to hike and/or camp in this area are adequately prepared and do so in accordance with the requirements of both the Association and Parks Victoria.

a. Parks Victoria Rangers at Halls Gap are to be contacted before commencement of the hike/camp and at its conclusion. They manage the Park area and parts of the Park are excluded for camping. The Rangers will advise suitable alternatives in potentially dangerous periods (winter and summer). Parks Victoria prefer the parties to complete the "Trip Intention Form" available from the Department of Sport and Recreation or from the National Park Visitor Centre. For more information on camping and recreational facilities in the Grampians, contact the staff at the Grampians National Park Visitor Centre, Parks Victoria, Post Office Box 18, Halls Gap 3381, 5356 4381.

b. The nearest Police station to the point of entry must be advised. They in turn will advise which Police Station to report to on completion of the activity. Police may be contacted at Halls Gap 5356 4411. There are public telephones at Halls Gap, Zumsteins, Dadswell Bridge and the in larger towns surrounding the Grampians.

c. Grid references must always be used in defining a route or campsite. Appropriate maps, should be obtained and referred to. These include: -

(1) The NATMAP 1:100,000 series (Horsham, Ararat, Grampians, Hamilton, and Balmoral.

(2) The VICMAP 1:25,000 series are more detailed. There are 25 of these maps covering the Grampians area.

(3) The VICMAP 1:50,000 Outdoor leisure maps for the Southern and Northern Grampians provide coverage of most of the Park.

### **Equipment Required.**

For people planning a camp, a very useful publication is available at Snowgum Stores called "Camp Planning." one of the series of Scout Resource Books. The equipment needed to camp will of course depend on the type of camp. A standing camp for the entire troop would probably need a complete kit packed in patrol boxes and possibly poles. A patrol hike will obviously need far less. For people planning a hike, a very useful publication is available from Snowgum Stores or through the Department of Art, Sport and Tourism called "Bushwalking and Mountaineering Leadership." The maps recommended for hiking are the Vicmap 1:25,000 series. These are available from various hiking and camping stores, particularly Information Victoria, 356 Collins Street, Melbourne.

## MINIMAL IMPACT CAMPING AND HIKING

These guidelines have been developed to apply to activities such as camping, hiking, cross-country skiing and rockclimbing. There are eight areas upon which to focus to ensure that the members of the Association minimize the impact on the environment when we visit our natural areas (including Scout camps, national parks and other areas outside). A few examples for each area are provided. Further information can be found in the outdoor activity codes available from the National Parks Service. Telephone: 13 19 63

a. **Be Prepared.** Transportation - reduce the number of vehicles going to and from the site. Test equipment before you go to ensure that it will be effective in the conditions. Contact authorities to get information about conditions, restrictions, and arrange permits if required.

b. **Practice good personal hygiene.** To reduce the risk of illness and infection as well as avoiding polluting the environment, make sure everyone understands proper toileting and washing in the bush.

c. **Consider the sensitivity of the area.** Consider the carrying capacity of the land (the number of people that can visit the location without significant damage to it). If need be, reduce the size of the group or go elsewhere.

It is generally better to use a well-used site or track than to make a new site or track.

d. **Respect the environment.** Avoid damage to plants and animals of any size. Respect cultural aspects of an environment, such as historical relics. Show consideration for other people using the same area

e. **Sensible use of fire.** Except where there are established fireplaces and wood has been brought in or otherwise provided, it is generally better to use portable stoves. Where fires are acceptable they should be of minimal size, conform to standard fire regulations and requirements, and use wood, which would not be considered part of the ecosystem.

f. **Pack it in, pack it out.** This practice should be adopted as a standard practice even in situations where it is not a specified requirement. How this can be done most effectively is a matter for careful consideration at the planning stage. This includes suitable use of containers, quantities and packaging of food ingredients etc. Be prepared to carry out additional wastes found at the site.

g. **Proper disposal of what can't be packed out.** This refers to human and washing wastes in particular. Always use a drop dunny where provided. Where toilets are not provided, toilet well away from water, paths and campsites (about 100 big steps), and thoroughly buries wastes to a depth of about 15cm (that's the level of most bacterial activity.) Use minimal amounts of toilet paper or else use natural materials. If staying for extended times use a designated toilet area to minimise the extent of the ground contamination and risk of infection.

h. **Following up.** Report in to the managers responsible for the area before leaving. Dispose thoughtfully of the waste you have carried out. Evaluate your trip and work out how to do it better next time.

## **CUB SCOUT OVERNIGHT ACTIVITIES**

To be read in conjunction with Australian Policy and Rules: P7 -- Duty of Care, R11 -  
- Training of Leaders, R12.8 -- Provisions for Male and Female Members.

In keeping with general rules relating to Overnight Camps and Hikes in the Scout Association, the Group Leader (or the nominated Leader-in-Charge of the Group) has the authority to approve overnight activities for the Cub Scout subject to the following requirements.

### **Pack Holidays.**

Cub Scouts may be taken on Pack Holidays in accordance with the following rules:-

a. Two Leaders, holders of the Certificate of Adult Leadership in the Cub Scout Section, shall be present at all times.

b. The Leader-in-Charge shall hold the following qualifications:-

(1) A Certificate of Adult Leadership in the Cub Scout Section,

(2) Be aged not younger than 21 years,

(3) Be a holder of equivalent to Pack Holiday Topic from Advanced level of Training, and

(4) Have assisted on and been involved in the planning of at least one Pack Holiday.

c. At least one adult for every six Cub Scouts shall be present -- one of whom shall be designated First Aider. The First Aider shall have no duties, which will prevent him/her from being with Cub Scouts at every activity. Any adult whose role is one of supervising children must be Police cleared before attending the Pack Holiday. This instruction does not include adults merely engaged as cooks etc, but is directed towards adults who are taking care of the Cub Scouts.

d. Accommodation for sleeping and wet weather activities is to be provided at approved Pack Holiday premises, Group Halls, Church Halls, or other similar suitable building. Cub Scouts may sleep under canvas, provided the accommodation previously described is available as an alternative in the event of wet weather. Proper kitchen facilities including hot and cold water shall be available.

e. Sufficient sleeping bags or blankets shall be provided to enable Cub Scouts to make a separate bed.

f. Adequate toilets and showers shall be available adjacent or very close to sleeping accommodation.

g. Restrictions and prohibitions relating to the lighting of fires, especially out of doors shall be strictly observed. (See "Fire-Precautions/Safety Chapter 10, Paras. 2126-2136.)

### **Camping Under Canvas.**

Cub Scouts may be taken Camping under Canvas in accordance with the following rules:-

a. Two Leaders, holders of the Certificate of Adult Leadership in the Cub Scout Section, shall be present at all times

- b. The Leader-in-Charge shall hold the following qualifications:-
- (1) Holder of a Certificate of Adult Leadership in the Cub Scout Section,
  - (2) Be aged not younger than 21 years,
  - (3) Be holder of equivalent to Pack Holiday Topic from Advanced level of Training,
  - (4) Be holder of equivalent to Campcraft Module from Advanced level of Training, and
  - (5) Have assisted on and been involved in the planning of at least one Pack Holiday.
- c. At least one adult for every six Cub Scouts shall be present - one of whom shall be designated First Aider. The First Aider shall have no duties, which will prevent him/her from being with the Cub Scouts at every activity. Any adult whose role is one of supervising children must be Police cleared before attending the Pack Holiday. This instruction does not include adults merely engaged as cooks etc, but is directed towards adults who are taking care of the Cub Scouts
- d. Sufficient sleeping bags or blankets shall be provided to enable each Cub Scout to make a separate bed
- e. Adequate toilets and showers shall be available adjacent or close to sleeping accommodation. The only exception is where the camp is situated in a National Park, where the Authority, responsible for ongoing management of the park, manages disposal of human and washing wastes. It is expected that provisions of the statement on Minimal Impact and Camping (Info Book pages) will be observed.
- f. Restrictions and prohibitions relating to the lighting of fires, especially out of doors shall be strictly observed. (See "See "Fire-Precautions/Safety Chapter 10, Paras 2126-2136)

**Requirements:** The Branch "Activities Intention" Form is not required. Police &/or the Land Control Authority are to be advised of full details of the activity, including starting time and date and the estimated time and date of completion of the activity. The Police &/or Controlling Authority must be immediately advised on completion of the activity.

### **Sleep-ins.**

Cub Scouts may participate in Sleep-ins in accordance with the following rules:-  
A sleep-in is to be of one night duration and not exceeding 24 hours in: (1) own hall or (2) within another hall in the same district.

Approval shall be obtained from the Group Leader at least 48 hours prior to the proposed sleep-in.

a. The Leader-in-Charge of the Sleep-in shall hold a Certificate of Adult Leadership in the Cub Scout Section.

b. At least one adult (18 years or over) for every six Cub Scouts shall be present.

The Branch "Activity Intention" Form is not required.

### **Exchange Visits.**

Cub Scouts may participate in Exchange Visits in accordance with the following rules:-

a. A copy of the arrangements for an exchange visit is to be sent to the District Commissioner of each district involved.

b. Details of transport and staffing shall be submitted to the District Commissioner of the visiting Pack/District.

c. Two Leaders, holders of a Certificate of Adult Leadership in the Cub Scout Section, shall be present at all times.

d. The Leader-in-Charge shall hold the following qualifications:-

(1) A Certificate of Adult Leadership in the Cub Scout Section,

(2) Be aged not younger than 21 years,

(3) Be holder of equivalent to Pack Holiday Topic from Advanced level of Training, and

(4) Have assisted on and been in the planning of at least on Pack Holiday.

e. At least one adult for every six Cub Scouts shall be present - one of whom shall be designated First Aider. The First Aider shall have no duties, which will prevent him/her from being with the Cub Scouts at every activity. Any adult whose role is one of supervising children must be Police cleared before attending the Pack Holiday. This instruction does not include adults merely engaged as cooks etc, but is directed towards adults who are taking care of the Cub Scouts

### **Interstate/Overseas Travel.**

Cub Scout Packs proposing to travel outside Victoria shall make prior application for approval to Victorian Branch Headquarters. (See "Interstate Travel Section 6, page 815.)

### **CAVING**

Inquiries: Branch Activity Leader – Caving

The Branch Activities Council provides caving as an adventurous activity for Venturer Scouts, Rovers and Leaders, in accordance with the Association's general objective of providing young people with challenging activities. Caving is not recommended as a programmed activity for the Joey Scout, Cub Scout or Scout Sections, other than for commercial tourist caves.

The Branch Activity Council, in recognition of the potential dangers involved in this activity, has developed Caving Guidelines. The acceptance and the application of these principles should assist every Leader in a caving activity to minimise the opportunity for accidents to occur, both to the persons involved and also to the delicate cave environment.

A Caving Trip Leader or Caving Instructor shall directly supervise all caving activities as accredited by the Council. The Branch Activity Council also provides training in caving activity leadership and assessment of caving qualifications, such as Cave Party Second, Cave Party Leader, Trip Leader and Instructor.

### **Lilydale District Caving Team (LDCT)**

(Victorian Branch Caving Team).

The team has been running caving activities for Association members since 1982, and has recently come under the auspices of the Branch Activities Committee. Trips are generally run on the second weekend of each month from February to October. The location will be Buchan, Mount Eccles or Portland. These caving areas are all about four or five hours drive from Melbourne. Trips may also be run at other times by

special arrangement, such as additional weekend trips for Rovers, or day trips to caves close to Melbourne.

The weekend activity is for both novice and experienced cavers and the Trip Leader will select suitable caves based on the capabilities of those involved. Caving activities at Buchan and Mount Eccles involve camping on the Friday and Saturday nights. Those attending must provide their own transport, tents, food and cooking gear. Caving activities at Portland make use of a Scout Hall in the centre of town for accommodation. About one month in advance of the caving trip, caving team members will come to your Scout Hall and give an orientation talk on various aspects of the trip, including what to bring and what to expect.

Requirements: You will have to supply your own overalls or old clothes, sturdy boots, a good torch and new batteries. Cavers should also carry two emergency sources of light such as a pencil torch, a candle and matches. There are some unique opportunities for photography. Bring a camera (with flash) in a protective bag.

LDCT Membership: Anyone interested in joining LDCT is welcome to attend our meetings. The Team has a general meeting at 8:00 pm on the last Thursday of each month (except December) at the Branch Activity Centre, Legana Street, Mount Waverley. Check the calendar on the LDCT Home Page for confirmation.

## **ENVIRONMENT.**

Inquiries Branch Commissioner – Environment.

The tenth Scout Law states:- A Scout cares for the environment. This law aptly describes many of the activities in which Scouts are already involved, such as recycling and enjoying the bush.

Environmental education is a priority for Australian Scouting, and to assist in the facilitation of this, the Branch has an environmental guideline for use by all members. It is summarised below. This document is based on consultation with many groups within and outside Scouting and draws on the government document Learning to Care for Our Environment (VEEC, 1992).

### **Aims of Environmental Education in Scouting.**

As an integral part of its overall program the Association aims to assist all members to:-

- a. Develop an appreciation and respect for the natural environment,
- b. Gain knowledge of Australian plants and animals and basic ecological principles (especially as they relate to conservation practices), and
- c. Develop a sense of responsibility in behaviour and action.

### **Key elements of Environmental Education.**

The following five interrelating areas should be developed in all members through an environment education program:-

- a. Awareness of and sensitivity to the whole environment and our effects on it.
- b. Skills as needed to observe and investigate natural phenomena, and also to recognise, analyse and help remedy environmental problems.
- c. Understanding of the processes which operate in the natural environment and the relationships between the living and non-living components.

- d. Attitudes and values embodying a concern and a sense of responsibility for the natural environment.
- e. Willingness and preparedness to take personal action and participate in practical projects.

### **How to implement Environmental Education in Scouting:**

Given that environmental considerations are integral to all scout operations, programs and activities and that the aims of environmental education are to develop appreciation and respect, knowledge and understanding and a sense of responsibility, there are four main areas upon which Scouting can focus:-

- a. All general operations – eg, minimisation of waste and energy use wherever possible.
- b. Components and requirements in the Youth Training Program.
- c. Environmental practices in field activities (eg camping and hiking).
- d. Constructive action through special projects - eg, Clean Up Australia Day, Spring Planting Festival, and World Environment Day.

It is essential that in the implementation of environmental education practices that there be ownership, “from the top” example, an understanding that environmental, economic and social issues can not be separated and that it is more effective to start locally with environmental education.

### **Environment Trailer.**

The Victorian Branch now has available for members use, a tandem trailer set up for “instant display” on matters of the environment, which is available by telephoning the Branch Operations Officer on 9206 5500. The Enviro Trailer is housed in Notting Hill and can be towed by a family size 4WD vehicle. This vehicle is a great way to spread the environmental message, and Scouting’s role in the environment, at Scouting display or activity. A \$50 cleaning and damaged bond is required.

### **Environment Contacts:**

For more information on environment issues contact:

- a. Your local council - ask to speak to the conservation officer.
- b. Landcare - ask your council for the group nearest you.
- c. Greening Australia - to get involved in the annual Spring Planting Festival in September, telephone 9457 3024.
- d. Department of Natural Resources and Environment 9412 4011.

### **FIREARMS**

. **Firearms Act, No. 66/1966.** When this Act was proclaimed, the Association was advised by Target Rifle Victoria that under the new Act, Scouts would no longer be able to participate in shooting activities at their ranges without an appropriate shooters’ licence.

Included in these amendments is a provision which ,“provides that a person between the age of 12 and 18 is able to engage in supervised shooting activities at ranges, subject to conditions, provided they first obtain written consent of their parent or guardian to do so.” To do this, Target Rifle Victoria is developing a register that can be completed at their ranges, but expect that a simple letter (whether pro forma or not) from the parent or guardian should be quite sufficient.

The Scout Association stresses it is the individual’s choice to decide whether or not he/she wishes to engage in such activities.

As in all Scouting Activities, Leaders must consider the legality, safety and health aspects and their Duty of Care to their members before allowing them to engage in such activities.

## **FIRST AID.**

Inquiries: Brach Activity Leader – 1<sup>st</sup> Aid

### **The Victorian Scout First Aid Service**

(VSFAS) is a service unit of Scouts Australia, Victorian Branch, whose purposes are: to provide first aid training to all Youth and Adult Members of the Association, to provide first aid services at Scouting functions as requested, and to keep the Association informed on current first aid practice. Location: Branch Activity Training Centre, Legana Street, Mount Waverley (Melway 70F5). Postal Address: PO Box 902, Mount Waverley 3149. Telephone: 9887 8076 (with message bank).

### **Youth Courses.**

One-day course designed to meet the requirements of the current award scheme.

### **Adult Courses:**

a. **Certificate Occupational Health and Safety Training.** Swinburne Accredited Level 2 First Aid courses are offered to all members of the Scout and Guide Associations, aged 15 years and over. These courses provide First Aid training for use in Scouting as well as being recognised workplace qualifications.

b. **CPR Updates:** The Australian Resuscitation Council states, “the techniques of Expired Air Resuscitation and External Cardiac Compression are manual skills which require repeated practice on approved training manikins. The annual revision courses are necessary to retain proficiency in Cardiac Pulmonary Resuscitation.”

Adult certificate holders, wishing to update the resuscitation component of their certificate, may attend either the 1st or 3rd day of the Adult Courses (see Training Calendar under “Supplementary Courses.”)

Bookings for all courses close two weeks prior to commencement. All applications should be made on a TR1 form accompanied by the applicable fee and sent to 21 Highview Road, East Bentleigh, 3165. (Telephone Inquiries (03) 9570-1968)

## **First Aid Duties**

Trained First Aiders and equipment may be provided for larger Scouting functions upon reasonable notice being given.

## **First Aid Badge**

This badge, white cross on green background, is the only officially sanctioned Scouting First Aid badge and may be worn for a period of three years from the date of successful completion of a course.

## **FOUR WHEEL DRIVING.**

Inquiries: Branch Activity Leader – Four Wheel Driving

The Victorian Scout Four Wheel Drive Service Unit is a Scout oriented four-wheel drive club. Membership is open to anyone who is a member, or is eligible for membership, of the Scout Association. Members can enjoy four-wheel driving activities with other Scouts and the opportunity to use their vehicles and skills on a wide range of activities

The Unit aims to provide service to all sections of the Scout Association. Talks and trips can be arranged for any Section. We can also provide experienced personnel to help examine expeditions for Venturer Scout/Rover Award schemes. The Unit also provides assistance in running major activities with communications equipment, four-wheel drive vehicles and trained drivers.

The Unit conducts several training courses throughout the year. Two courses are available, one being an intermediate level course that covers the skills required to handle a four-wheel drive safely, the other an advanced course that covers winching and recovery techniques. These courses are open to any member of the Scout Association, with access to a four-wheel drive vehicle, including Venturer Scouts/Rovers with learner permits.

The Unit conducts driving clinics for two-wheel drive and four-wheel drive vehicle owners, who travel off main roads, often in difficult conditions, on scouting activities. There is no charge for the driving clinics.

The Unit meets on the 3<sup>rd</sup> Monday of each month at 8:00 pm at the Scout Hall in Bowen Street, Chadstone. Contact: Brian Twining 9727 3541 or write to the Unit at Post Office Box 53, Forest Hill 3131.

## **GILWELL PARK.**

### **(Camping Association of Victoria Accredited Campsite.)**

Gilwell Park is the main Leader Training Centre for Victoria, situated 6 km north of Gembrook. It consists of 160 hectares of bushland bounded by the Gembrook State Forest, with campsites suitable for any size group and training ground with accommodation for approximately one hundred and twenty (120). Other facilities include a Pack Holiday Centre for Cub Scouts with dining room, kitchen, bunkroom, Leaders accommodation, and covered recreation area. Also available for hire by groups, are the Hospital and Storm Hut (two electric barbeques are located near by), and the training ground, when not in use for Leader training courses.

Bookings may be made by phoning the Duty Ranger on 5968 1284 between 8.00 am and 7.00 pm, Fax 5968 1879. Bookings outside these times will not be taken. Activity camps for Patrols are held at Gilwell each month and the arrival time for these camps is 9.00am on the Saturday, and departure is 3.00 pm on the Sunday. Patrols are required to supply their own food, bedding and ground sheet.

Gilwell Park is zoned Conservation 1A and care should be taken to preserve this natural environment. To assist in the protection of the park, the following guidelines are to be observed:-

- a. There should be no wilful damage or illegal removal of native trees or plants from the park.
- b. No live or dead trees are to be felled for any purpose.
- c. L.P. Gas cooking is preferred, or bring own firewood. A limited number of above ground fire drums can be supplied if required.
- d. Car parking only in designated areas, not on campsites.
- e. No dogs or cats permitted in the Park, with the exception of Guide Dogs being used by a disabled person.

## **INTERNET**

Scouting on the Internet. Scouting has a substantial presence on the Internet. Our World Wide Web Home Page is at: <http://www.vicscouts.org.au>

Email: vicbranch@vicscouts.asn.au

JOTA (Jamboree of the Air) is a very busy time for Scouting with the Internet and Internet Relay Chatting being very popular during the JOTA weekend. (also Radio and Electronics paragraphs below). This is technology that Scouts really understand. It is their future and should be managed in the Scouting way. Victorian Scouting has been offered a connection deal by Australian Netlink, an Internet Service Provider, for Scouting members and friends.

This is at a most competitive rate and for the up to date price. Netlink Australia can be contacted at 03 9690 0660

## **PARASCENDING.**

Inquiries: Branch Activity Leader – Parascending

The Victorian Scout Parascending Team provides parascending as an adventurous outdoor activity for Venturer Scouts, Rovers and Leaders. The sport entails controlled ascending and descending in a parachute connected by a line to a towing vehicle.

Training and flights are at a field near Murchison or Rokewood. At present a basic training course is offered to enable novices to make ascents to 100-150 metres. Advanced flying weekends are also being offered. Flying always depends on weather conditions. Winds exceeding 10 knots may prohibit flying on basic courses. Participants also assist in ancillary operations, such as a launch wing tippers tensiometer reader, driver's lookout and also with retrieval of the canopy after landing.

The activities are generally held on the first and third weekend of each month except January and the winter months. Cost: On application. Day at basic training. Advanced flight training costs on application. Equipment: For flying, the following items of clothing must be worn:- ankle-supporting boots such as hike boots; and clothing to cover both arms and legs (overalls ideal).

Contact: Russell Lang, 12 Princetown Road, Mt Waverley 3149. Phone 9807 3795 after hours. Booking essential.

## **PIONEERING**

**General.** The following requirement to the carrying out of Pioneering Activities was made at the November 1997 National Executive meeting held in Hobart:-

- a. Ropes under tension, eg, rope bridges of less than one (1) metre in height and seven (7) metres span. Appropriately skilled adults without formal qualifications may construct flying foxes up to twenty-five (25) metres long within the Section program.
- b. Suitable four-point attachment helmets, eg, Bicycle, caving rock climbing helmets (not construction helmets) must be worn for all Pioneering activities where injuries are potential.

### **Flying Foxes**

a. Scope. Flying Foxes need to be constructed using methods and materials which will minimise the risks involved in their use. Attention to all safety factors is of paramount importance.

#### **b. Leader Qualification.**

(1) The Leader-in-Charge of a Flying Fox activity shall hold a Certificate of Adult Leadership.

(2) Leaders responsible for the construction of a Flying Fox should preferably have attained a Certificate of Advanced Leadership, or at least completed a Specialist Pioneering Course, and, if possible, to have gained experience in other major pioneering projects by working with other Leaders.

(3) In some circumstances, a Rover Crew may be requested to construct and staff a Flying Fox. In such circumstances the Rovers responsible for the construction should first demonstrate adequate prior learning and experience.

In all cases the following safety procedures shall be observed:-

a. First Aid Qualifications. At least one Leader in the construction and supervision party shall be the holder of a current VSFAS, Red Cross or St John level 2 First Aid qualification.

b. Constant Supervision. The preparation, construction and use of a Flying Fox shall be under the direct and constant supervision of a responsible and competent adult with experience in the use of rope and rigging of structures.

c. Where a youth member may be more than two (2) metres from the ground, suitable safety equipment (as appropriate) shall be worn. Helmets with four point attachment shall be worn for all pioneering activities where head injury is a potential. e.g. bicycle, caving, rock climbing helmets.

#### **SAFETY PROCEDURES:-**

a. Travelling block - only a single sheave block with an eye or ring shall be used. Under no circumstances may a block with a hook be used.

b. Seat - the seat shall hang at least 150 cm below the travelling block and shall be constructed and fitted so that it is incapable of slipping or tilting. A restraining belt

should be used. The seat ropes should be secured to the eye of the block with round turns and two half hitches made with the bights, each with an ample 'tail'.

c. Main Hawser - the recommended type and size of rope is 24 mm diameter manila, sisal or polypropylene. The full length of the main Hawser shall be carefully inspected before use. A suspect rope shall not be used. Alternatively, wire rope of at least 10 mm in diameter may be used provided a visual inspection has been conducted annually by a competent authority. Under no circumstances shall the maximum height of the main hawser at any point exceed seven metres.

d. Cordage - rope used on the main structure shall be not less than 12 mm diameter.

e. Block and tackle - blocks shall be of swivel eye or ring type (never hooks). All blocks shall be free running, in good condition, oiled before use, and of the correct size for the rope being used.

f. Pioneering poles - shall each be examined and be in good condition, free from shakes or rot and of adequate length and thickness. Poles shall have a diameter at the butt of a minimum of 12 cm.

f. Pegs, stakes and anchorages - extreme care shall be taken to build adequate anchorages using a method appropriate to the quality of the soil and employing sound, tested materials.

g. Fixing to living trees - padding should be used to minimise abrasion of the tree or of the main hawser. Padding should likewise be used in the crutch of sheerlegs.

h. Braking device - should be fitted so that the travelling block comes to rest no closer than two (2) metres to the end structure (sheerlegs or tree).

i. Embarking and disembarking - care shall be given to providing suitable structures so that persons can mount and dismount with safety,

j. Strops - all rope strops used shall be not less than 16 mm diameter.

k. Instructions - adequate instructions shall be given to each passenger. Persons waiting to ride shall stand clear of and behind the mounting point.

L. Checking - all points of the structure shall be checked frequently while in use.

Operations shall cease while adjustments are made.

m. No more than one participant (other than Leaders) shall be permitted on the structure, or to climb the structure, at any one time.

n. A marked safety area is to be indicated to a minimum of five (5) metres to either side of the runway to prevent persons being injured by, or interfering with, the activity.

o. Leaders or Rovers who are manning the top level of the Flying Fox, shall be securely harnessed to the structure.

p. The shackle that the main hawser runs through, shall be attached to the structure with steel slings or rope with a diameter not less than 15 mm.

Permission.

a. A Flying Fox, which exceeds 25 metres in length, shall be constructed only under the direction of a person(s) who is/are formally accredited to undertake such constructions.

b. The Group Leader (or District Commissioner in the case of a District Activity) shall be acquainted with all details of the activity and shall be assured that all pieces of equipment meet the standards already mentioned. The District Commissioner's permission shall be obtained for the event.

c. Participants in this activity can be Rovers, Venturer Scouts, Scouts, Cub Scouts and Joey Scouts. No charge shall be made for participants who are members of the general public.

d. Inquiries: Branch Commissioner: Youth Activities & Management

## **RADIO AND ELECTRONICS**

Inquiries to Branch Activity Leader – Radio & Electronics

Contact: your Region Radio and Electronics Officer, c/o your Region Office or the Branch Activity Leader.

### **Radio Call Signs.**

A special set of Amateur Radio Call Signs have been set aside by the Spectrum Management Agency for Scout purposes and these are VK3SAA to VK3SDZ.

Scout Groups, Districts or Regions may arrange to have one of these call signs assigned to them if for use at JOTA or any other Amateur Radio Activity.

### **Scout Radio and Electronics Service Centre (SRESU).**

This unit provides communications and electronics backup to the Movement's activities. The Unit can provide Health and Welfare Communications for any large activity. We currently provide point-to-point communications for Scout Hike, Hoadley Hide, Armstrong 500 and Formula Bike. Effective point-to-point communications can help keep any event on track. Feel free to consult us about the communication needs of your next major activity.

**MEMBERSHIP OF THE UNIT IS OPEN TO ALL MEMBERS OF THE ASSOCIATION HAVING AN INTEREST IN RADIO, ELECTRONICS OR COMMUNICATIONS. THE UNIT IS ABLE TO ASSIST YOUTH MEMBERS WISHING TO OBTAIN AMATEUR OPERATORS CERTIFICATES AND RADIO LICENCES.**

### **Amateur Radio Examinations.**

The SRESU has accredited examiners able to conduct Amateur Radio examinations for Scouts wishing to obtain Amateur Operators licence. Exams are held when required and on the last Saturday of September each year. For information contact SRESU.

### **JOTA.**

The Jamboree of the Air (JOTA) is the largest Worldwide gathering of Scouts and Guides and takes place on the third full weekend in October. Amateur Radio, Scouts and Guides can make use of the Internet to communicate around the world to other Scouts and Guides.

### **National Scout Radio Net.**

This net operates on the first and third Sunday of each month. The net is conducted on 14.190 MHz at 0700 UTC and on 21.190 MHz at 0730 UTC on both Sundays.

## **HORSE-RIDING GUIDELINES**

**Scope.** The following rules cover horse-riding activities being conducted in the name of Scouts Australia, where horses and equipment are hired, or where the facilities of horse-riding schools are used.

**Leader Qualifications.** The Leader of a Scouting activity shall be an Accredited Leader and should hold appropriate qualifications recognised by the Equestrian Federation of Australia. An appointed Leader without qualifications may delegate leadership of the activity to an Activity Leader who is qualified or a qualified member of the Equestrian Federation of Australia.

**First Aid Qualifications.** In addition to the above qualifications, at least one leader shall hold a current Red Cross (level 2) or St John Senior First Aid Certificate.

**. Ratio of Qualified Leaders to Participants:-**

- a. There shall be at least one qualified Instructor to eight participants for Rovers and Venturer Scouts.
- b. There shall be at least one qualified Instructor for each group of 20 participants ,assisted by experienced riders. Ratio: 1 to 3 for Scouts; 1 to 2 for Cub Scouts; 1 to 1 for Joey Scouts
- c. When trail riding, there shall be at least one experienced rider (trouble-shooter) for every eight participants in addition to the Instructor trail boss, who rides the front, and the assistant instructor (drag rider), who rides the rear

**. Safety Equipment:-**

- a . A properly fitting safety helmet (Australian Standard 2063) fitted with an adequate harness designed to hold the helmet firmly on the head under all conditions, shall be worn immediately prior to mounting and at all times when riding horses. The helmet should be destroyed after being subjected to the first severe impact ,as such an impact may render the helmet unsafe.
- b. Footwear should be such that at no time could the foot be trapped in the stirrup. Standard riding boots are recommended. However, a strong, flat, smooth-soled school type shoe with a substantial heel is to be considered adequate for preliminary lessons. Sandshoes and thongs, because they could allow the foot to pass through the stirrup, are dangerous and shall not be used
- c. Stirrup irons should be straight-sided, made of steel, and of such size that the foot can move freely in and out of the stirrup but not through it.
- d. Equipment, which is hired, should be thoroughly checked for soundness before use.

**Permission.** All details of the proposed activity shall be provided to the Group Leader, whose permission shall be obtained before the activity. Participants in this activity can be Rovers, Venturer Scouts. Scouts, Cub Scouts and Joey Scouts.

**Youth Member Planning.** Where this activity is being planned by Youth Members, the Leader shall ensure that they are given copies of this Safety Standard and plan accordingly.

**Special Note.** Attention is drawn to the difference between a "Horse Hire establishment" and a 'Horse Riding School'. In a horse hire establishment one can only expect to hire horses and equipment, the conditions of which are not usually guaranteed, unless well qualified in horse-riding instruction, and the Leader is advised not to use this form of service.

1612. The Horse Riding School provides horses, equipment and qualified instruction in horse riding and horse care. It would be prudent for the Leader planning to engage the services of a horse-riding school to enquire as to the qualifications held by the school's instructors. The Riding Establishments Association of your State or equivalent body can supply guidelines and advice relating to the standards necessary in a horse-riding school.

## **ROCK-CLIMBING.**

### **Inquiries to Branch Activity Leader – Rock Climbing**

The Association sees rock climbing as one of the many useful physical and character building activities that are becoming part of the normal Venturer Scout and Rover programs. When carried out under competent leadership, the activity becomes no more dangerous than any of the other high adventure activities such as bushwalking, canoeing, skiing, caving, parascending, etc.

### **ROCK-CLIMBING QUALIFICATIONS.**

Under the Branch Policy for Rock-Climbing Activities, five (5) levels of rock climbing qualifications exist. The levels of qualification, and their respective endorsements, are as follows:-

a. Lead Rock-Climber. Leads rock-climbs unsupervised with other Rock-Climbers holding a Lead Rock-Climber or higher certificate.

### **B. ASSISTANT ROCK-CLIMBER INSTRUCTOR:-**

(1) Leads rock-climbs unsupervised with other Rock-Climbers holding a Lead Rock-Climber or higher certificate.

(2) Leads rock-climbs with novice rock climbers whilst under the supervision of a Rock-Climbing Instructor.

(3) Assists in the instruction of novice climbers on single pitch, top rope belay climbing activities whilst under the supervision of a Top Rope Instructor or Rock-Climbing Instructor.

### **C. TOP ROPE INSTRUCTOR:-**

(1) Leads rock-climbs unsupervised with other rock climbers holding a Lead Rock-Climber or higher certificate

(2) Leads rock-climbs with novice rock climbers whilst under the supervision of a Rock-Climbing Instructor.

(3) Instructs novice climbers on single pitch, top-rope belay rock climbing activities.

d. Rock-Climber Instructor:- Organises, instructs and leads climb on rock climbing activities.

### **E. RESTRICTED TOP ROPE-INSTRUCTOR:- INSTRUCTS NOVICE ROCK CLIMBERS ON SINGLE PITCH, TOP-ROPE BELAY ROCK CLIMBING ACTIVITIES.**

The levels of qualifications are available to all Adult Leaders and Rovers. Venturer Scouts are able to qualify as Lead Rock-Climbers or Assistant Top-rope Instructors only.

1616. Rock climbing qualifications issued by non-Scouting bodies, associations, departments, etc, or by the other State Branches of the Scout Association of Australia, may only be used within the Victorian Branch in the conduct of rock climbing activities with the prior written approval of the Branch Rock Climbing Council.

Should doubt exist concerning a person's qualifications please refer the matter to the Branch Rock-Climbing Council.

### **Rock Climbing Courses**

**A. INTRODUCTORY DAY. THE BRANCH ROCK CLIMBING TEAM CONDUCTS INTRODUCTORY CLIMBING DAYS FOR VENTURER SCOUTS, ROVERS AND LEADERS WHO WISH TO FIND OUT WHAT ROCK CLIMBING IS ABOUT. THE INTRODUCTORY DAYS ARE**

**CONDUCTED ON THE THIRD SATURDAY OF EACH MONTH. PRE-REQUISITES: PHYSICALLY FIT, 14 YEARS OR OLDER. COST: ON APPLICATION. CLOSING DATE FOR APPLICATIONS: 3 MONTHS PRIOR TO DATE OF ACTIVITY.**

**B. LEAD ROCK CLIMBER CERTIFICATE. PRE-REQUISITES: PHYSICALLY FIT, 14 YEARS OR OLDER.**

Closing date for applications: 14 days prior to the Top Rope weekend.

**C. CLIFF RESCUE TECHNIQUES. PRE-REQUISITES: HOLD A CURRENT LEAD ROCK CLIMBER OR HIGHER-LEVEL ROCK CLIMBING QUALIFICATION.**

## **VICTORIAN BRANCH SCOUT BAND.**

Inquiries to Branch Activity Leader - Music

**THE VICTORIAN BRANCH SCOUT BAND OFFERS AN OPPORTUNITY FOR PLAYERS OF ANY CONCERT BAND INSTRUMENT (I.E. BRASS, REED, PERCUSSION) TO GAIN EXPERIENCE IN PLAYING WITH A WELL-DISCIPLINED AND WELL-REHEARSED BAND. THE BAND NUMBERS APPROXIMATELY FORTY, AND PLAYS REGULARLY AT VARIOUS SCOUT FUNCTIONS AND COMMERCIAL EVENTS. REHEARSALS ARE HELD ON A REGULAR BASIS (APPROXIMATELY EVERY THREE WEEKS IN THE EASTERN SUBURBS). NEW MEMBERS FROM ALL SUBURBS ARE ALWAYS WELCOME.**

## **SNOW ACTIVITIES.**

(Bogong Rover Chalet, Bogong National Park; and the W.F. Waters Memorial Ski Lodge, Mt Baw Baw Alpine Village)

The Rover Section maintains both of the above chalets and organises winter ski parties to each. Both are also well suited as bases for hiking during the summer. The Bogong Chalet, which can accommodate up to 35 Rovers, is 11 km across the High Plains from Falls Creek, and is open for thirteen weeks per season with Rovers going for a week or two at a time.

1620. Venturer Scouts of 17 years and upwards may participate in the Rover winter parties, provided vacancies still exist, following the closing of the Rovers' preferential booking period, which is normally 1<sup>st</sup> April in each year, or they may join the two parties specifically designated each season for Venturer Scouts.

The W.F. Waters Lodge accommodates up to 36 people. During the snow season, weekend bookings are limited to Rovers only. Mid week bookings are open to all Scouting Sections. Bookings by other than Rover Section must have a responsible Leader-in-Charge at all times. A Day Room (equipped with heater, storage and cooking facilities) is available for use at all times during the Winter Season to all Scouting Sections. No bookings are required for the use of this facility (see warden on duty).

Other than when scheduled working bees are on, both ski lodges are available for use during the summer months at very reasonable rates. Both the Bogong High Plains and the Baw Baw Plateau offer a range of interesting and rewarding hikes, with varying degrees of both navigational and physical challenge. Before any Rover can claim to know either area really well, they need to be experienced in both summer and winter. Contact: Rover Office, Branch Headquarters, 9206 5532 Wednesday evenings.

## **Alpine Centre, Tawonga.**

The Scout Hall at Tawonga (6 km north of Mt Beauty) has been established as an overnight centre for parties visiting the snowfields. Showers and basic kitchen facilities are provided in the hall. The centre is available throughout the year as a base for other activities in the area. Cost: \$5.00 per person per night, which covers the basic accommodation, plus gas for hot water and electricity for lighting. A small charge will be made for electricity for power (coin in slot). Contact: Bookings and enquires, Mrs S. Coad, Tawonga Post Office 3697. 5754 4467 after 5:00 pm.

## **General Snow Activities.**

Several of the Scout Halls near to the most popular ski fields are made available for visiting Scout parties for overnight accommodation for a small charge. In particular, Scout halls at Myrtleford, Bright and Mt Beauty are available for this purpose. Contact: District Commissioner, Alpine Gateway District.

## **SKI TOURING.**

Inquiries Branch Activity Leader – Ski Touring

The Victorian Branch Ski Touring Team (VBSTT) was formed to train and encourage Leaders of all sections to develop their skills to lead ski touring parties. Experienced leaders can have their prior learning and/or current competencies recognised whilst new leaders can be trained to a level of competence.

The three levels of qualification are:-

**A. LEVEL 1: RESTRICTED DAY TOUR LEADER. ALLOWED TO PLAN AND LEAD SINGLE DAY TOURS ON MARKED TRAILS IN PATROLLED AREAS.**

b. Level 2: Day Tour/Restricted Overnight Leader.

(1) Allowed to plan and lead single day tours in non-patrolled areas.

(2) Allowed to plan and lead two-day (1-overnight) tours on marked trails in patrolled areas.

**C. LEVEL 3: OVERNIGHT TOUR LEADER. ALLOWED TO PLAN AND LEAD SKI TOURS OF GREATER THAN TWO DAYS DURATION IN NON-PATROLLED AREAS.**

The VBSTT will not train leaders to Level 3 but will recognise qualifications obtained elsewhere. Leaders wanting this level of competence need to understand that they need to regularly practice their touring at this level to maintain their competence. Training is one thing, experience is another!

Rovers, who only wish to ski tour with other Rovers, do not need a qualification. Refer Duty of Care statement in the Info Book. However they must understand that they cannot lead parties of youth members without a suitable qualification.

**ADULTS WHO WISH TO LEAD, TRAIN AND EXAMINE YOUTH MEMBERS, AS FOR THE VENTURER SCOUT AWARD SCHEME, MUST BE SUITABLY QUALIFIED. TRAINING: REFER TO THE TRAINING SUPPLEMENTARY COURSE IN INFO BOOK.**

## **WATER ACTIVITIES.**

## Inquiries to Branch Commissioner – Water Activities

All Leaders need to have an understanding of the basic requirements necessary for the safe participation of Youth Members in Water Activities. (See specific sections covering Boating, Sea Scouts, Deep Sea Scouts, Rafting, Swimming, White Water Rafting and Victorian Guide & Scout Sailing Centre, under this heading)

### **Boating**

Duties of Leaders. The following Rules to be read in conjunction with Australian Policy and Rule R.12.13. The Group Leader is responsible for all boating activities by Joey Scouts, Cub Scouts, Scouts and Venturer Scouts within the Group, and must ensure that the requirements set out below are observed at all times. The Group Leader may delegate responsibilities in this matter to suitably trained, qualified and Certificated Leaders, all of whom must be fully conversant with these Rules and any local Boating Rules established by the local Boating Committee.

When boating activities for Joey Scouts, Cub Scouts, Scouts and Venturer Scouts are organised or controlled by a District, Region or Branch, the Leader-in-Charge shall have the same responsibility as a Group Leader as set out in these Rules:-

a. No boat owned by or under the control of a unit of the Association, may be used for boating activities by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts, unless a current Boat Certificate issued in accordance with Branch Rules covers it. The boat must be under the command of (in charge) the holder of a current Charge Certificate, issued in accordance with Branch procedure for this particular boat. At the discretion of the Group Leader, the provisions of this clause need not apply to Joey Scouts, Cub Scouts, Scouts or Venturer Scouts boating in safe enclosed waters under the close supervision of a person, who holds a current Level 2 Charge Certificate or Instructor Qualification. Suitable rescue craft, with trained and qualified personnel are also required to provide monitoring of the activity and safety considerations.

b. No boat which is not owned or under the control of a unit of the Association, may be used for boating activities by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts without the knowledge and consent of the Group Leader or an authorised delegate. See also sub-clauses g., h., and i. below.

c. Every boat used for boating activities by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts must be provided with positive buoyancy arrangements of sufficient capacity to support the boat and those in it, and to provide adequate freeboard if swamped. On no account is a boat to be so loaded or stowed as to hinder safe working under oars, power and/or sail/s.

d. Every boat used by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts must carry an effective life jacket (Personal Flotation Device) for each persons on board, and all on board must be trained in their correct use. Life jackets (Personal Flotation Devices) must be worn at all times by every occupant of a kayak, canoe, and sailing boat and in other craft immediately the person in charge deems necessary, usually at all times while the craft is under way.

e. No Joey Scout, Cub Scout, Scout or Venturer Scout may take part in boating activities unless able to swim 50 metres in shirt, shorts, suitable footwear and a correctly fitting life jacket (Personal Flotation Device) and, thereafter, remain afloat for two minutes (one minute in fresh water). The activity must be in the charge of a Leader or other responsible adult authorised by the Group Leader.

f. All "Scout" boating activities must conform to current Branch and State Government regulations, policies and guidelines.

g. Where a boat is used for boating activities by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts, the Group Leader, his/her authorized delegate or the Leader-in-Charge, may relax such of the requirement of the Rules as is deemed appropriate, in the following circumstances:-

(1) Where the boat is a recognised means of public transport.

(2) Where the boat is hired and carries a Marine Board of Victoria survey.

(3) Where the boat is in charge of a person, not a member of the Association, who is either the owner, or authorised by the owner and who, the Group Leader has reasonable grounds to believe, has the necessary knowledge, skill and experience to ensure the proper safety of those taking part in the activities, at all times.

h. Where a sailing boat is to be used for boating activities by Joey Scouts, Cub Scouts, Scouts or Venturer Scouts, which is not an "off beach" sailing craft, the Group Leader, or authorised delegate, must ensure that a member of a recognised club registered with the Victorian Yachting Council owns the boat; the deep keel or trailer-sailer yacht conforms to the racing requirements of the Australian Yachting Federation and is annually certified as such.

i. Special requirements from the Marine Board of Victoria are applicable to power-driven craft. Such craft will need to conform to these requirements laid down in the State Boating Council literature. This is particularly important where the requirements of positive buoyancy are concerned so that the requirements of sub-clauses g. (3) and h. are also fully addressed.

### **Boating Committees**

a. Where in any locality boating forms part of the normal activities of "Scouts," a Sub Committee of the District Executive Committee (know as a "Boating Committee") must be appointed by the District Association. Such "committee" would normally be co-ordinated by a District Water Activities Leader. The term "boating" includes all boats/craft used by "Scouts" including sailing boats, powerboats, canoes, kayaks, rafts and other buoyant equipment.

b. Two or more District Associations, even if in different Regions, may, subject to approval from the Commissioners concerned, form a joint Boating Committee. In addition, a Region Commissioner and the Region Executive Committee may approve the formation of a single Boating Committee to operate for a number of Districts within the Region.

c. The Boating Committee shall consist of two or more lay members experienced in the use and maintenance of boating craft in the locality concerned, together with one Leader from the same locality.

d. The duties of a Boating Committee are as follows:-

(1) To encourage, by all means possible, the use of boating as a training activity for "Scouts."

(2) To appoint competent persons (known as "Boat Examiners") to examine, before use, any boat under the control of a unit of the Movement, including the gear for the

boat, buoyancy arrangements and life jackets (Personal Flotation Devices). If satisfied with their condition and proper purpose, to issue a Boat Certificate for each boat in the form and procedure approved by Branch Headquarters (Branch Water Activities Council).

(3) Should a unit of the Movement wish to hire craft, the Boating Committee will, on application by the Leader concerned, and if the Boating Committee thinks necessary, satisfy itself that the hirer and his/her boats conform to the proper standards of safety, according to local regulations. Boat Certificates shall be valid for a period of 12 months, the termination date being as specified by Branch Headquarters, and shall specify the following:-

(a) The waters on which the boat may operate. No boat shall be used outside the limits stated on the Certificate without the permission of the Boating Committee.

(b) The gear, which shall be carried in the boat in various circumstances.

(c) If a sailing boat, the maximum sailing area.

(d) The maximum and minimum number of persons to be carried in the boat under oars, sail or power.

e. To conduct courses, as endorsed by the Branch Commissioner for Adult Training and Development, to standards set by the Branch's Boating Regulations to prepare members for examination for Charge Certificates. Each course should include on its staff a Charge Certificate holder with appropriate Instructor Level as defined in the Boating Regulations of the Branch.

f. To appoint competent persons (known as "Charge Certificate Examiners") to examine members of the Movement as to their fitness to have command of any boat when it is manned by Youth Members. To issue Charge Certificates on the recommendation of such Examiners, to such members of the Movement in the form and the procedure approved by Branch Headquarters. Charge Certificates shall be of various types as specified by Branch Headquarters (Branch Water Activities Council) who will also specify the requirements to be satisfied by an applicant for a Charge Certificate.

g. To issue, if it thinks fit, such Local Boating Rules as it may consider reference in respect of any boating venues which may include reference to danger spots, local weather peculiarities, local mooring arrangements, tide and current information and local precautions, not otherwise covered in the Rules in this manual. The Boating Committee shall take all reasonable steps to ensure the knowledge and observation of such Local Rules. Local Boating Rules shall not become effective until ratified by Branch Headquarters (Branch Water Activities Council).

h. To keep a register of all Boat and Charge Certificates issued by it.

i. The system of Boat and Charge Certificates, the requirements, method of examination and issue and administrative procedures shall be as defined by the Branch Water Activities Council, and endorsed by the Branch Chief Commissioner.

A Charge Certificate is a certificate of competency issued to individuals following examination of their fitness to take charge of particular craft on Scouting activities. Charge Certificates are only to be awarded to individuals who meet the specific minimum requirements and are to be renewed every three years. Permitted activities and safety requirements are specified for each level of Charge Certificate. Charge Certificates may also be issued to verify competency in other water activities such as SCUBA diving. Qualified persons who are holders of a current Charge Certificate may only wear the Anchor Badge or the appropriate level badge for each specific area of activity.

## **Rafting.**

See also sections on BARCOM and White Water Rafting located elsewhere in this publication.

### **Flatwater Rafting**

Is an inexpensive activity that combines water activities with construction for Cub Scouts and Scouts, although other sections' members may also enjoy such activities. The range of craft that may be constructed and used varies and most Groups will have access to drums, poles, lashing ropes and paddles. Rafts can also be constructed using milk cartons and other materials, but the use of polystyrene foam should be avoided, as it can become a hazard to livestock.

A few basic rules will ensure safe and enjoyable activities:-

- a. As with all Water Activities, a correctly fitting Personal Flotation Device must be worn by all participants. Care should be taken to ensure that Personal Flotation Devices are not too big or too small, as incorrectly fitting equipment will not provide the safety or confidence intended to be afforded to the wearer.
- b. All participants must be able to swim 50 metres in shirt, shorts and suitable footwear (such as old runners, but not gum boots or other heavy footwear) and a Personal Flotation Device. This testing should be done before the day of the rafting activity.
- c. Venues such as ponds, dams, small lakes and rivers without rapids, can be used.
- d. Each activity must be under the control of a Leader who holds a Level 1 Charge Certificate as a minimum. Cub Scout Leaders may arrange for the Group's suitably qualified Scout Leader or Assistant to participate. If your Group does not have any Leaders with such qualifications, your District or Region Water Activities Leader will be able to arrange a suitably qualified Leader to participate.
- e. Leaders do not need to be part of the raft's crew. Raft activities should be limited to areas of quiet water no more than 50 metres from waist deep water for the smallest member of the raft's crew. Leaders should be aware of the likely weather conditions and keep a look out for changes which could blow rafts from the shore and make return paddling difficult. A suitable rescue craft should be provided, eg, a canoe with a suitably qualified Leader-in-Charge.
- f. Suitable clothing for rafting, that should avoid the use of jeans, should be advised to all participants prior to the activity. A complete change of dry clothing should be available for each participant to wear after the activity. The slip, slop, slap message for sunburn should also be reinforced.

### **Down River Activities Using Tyre Tubes and Air Mattresses**

May be undertaken, providing safety precautions additional to those required for the usual water activities of Canoeing, Kayaking and Sailing, are addressed. The Branch Commissioner – Water Activities can supply copies of Rules and Guidelines. e-mail

to [bc.wateractivities@vicscouts.asn.au](mailto:bc.wateractivities@vicscouts.asn.au) . For Rafting Expeditions with BARCOM, refer to current Info Book.

### **Branch White Water Rafting.**

The Branch team offers the opportunity to experience white water rafting. They offer one and two day trips to Scouts, Venturer Scouts, Rovers and Leaders. Included in the cost is all safety gear, food, camping equipment and transport. Day and weekend trips are available seasonally. Orientation/training sessions can be arranged if necessary before departing on the trip.

#### **TWO TYPES OF TRIPS ARE AVAILABLE:-**

- a. One-day River Yarra trip. Available for everyone from Scouts to Leaders. This provides an exciting half-day trip for Scouts or an introduction to rafting for Venturer Scouts and Rovers.
- b. Two-day River Thomson expedition in Gippsland. Available for Venturer Scouts, Rovers and Leaders. This provides everything from tranquil open sections to fast flowing, multistage rapids down narrow gorges.
- c. Two-day River Mitta-Mitta trip. Available for Venturer Scouts, Rovers and Leaders.

All trips are run throughout the year, except for colder winter months. Trips must be confirmed at least one month prior to departing. If you are a Venturer Scout, Rover or Leader and are interested in becoming a member of the Branch White Water Rafting Team, learning to become a river guide please contact Branch Activity Leader – White Water Rafting

Refer to Australian Policy and Rules: Joey Scouts, Cub Scouts and Scouts Rule R.12.10; Scout Patrols Rule R. 12.11; and Venturer Scouts Rule R. 12.12.

Are those who are members of the Royal Australian Navy, the Merchant Navy, or crews of ocean going yachts, who have attained the age of sixteen years and are individually registered with BHQ. Non-Rover adults may only be appointed to warrant ranks for Deep Sea Scout work if approved by BHQ. A Port Liaison Officer is nominated as a contact for deep-sea Scouts wishing to be involved in scouting activities during port visits.

### **VICTORIAN GUIDE AND SCOUT SAILING CENTRE**

The Victorian Guide and Scout Sailing Centre, situated on the foreshore at Sandringham, was officially opened on the 19<sup>th</sup> October 1980. The Sailing Centre is equipped with Corsair, Pacer, and Mirror sailing dinghies, canoes, rowing boats, two IRB rescue boats and other craft. Excellent facilities exist and are available for use by all registered members of the Guide and Scout Associations (youth members and leaders). Suitable additional clothing and footwear is required for all on-water activities to ensure the well being and comfort of all participants. Car and bus parking is available only at the car park off Beach Road, opposite Linacre Road, Sandringham, or in side streets (not on Beach Road).

Activities are restricted during the winter months from May until the beginning of October. The Sailing Centre is available for bookings on open days, up to a maximum of 200 people. Special bookings can be made for groups. Applications for use of the

Sailing Centre facilities from individual groups with suitably qualified leaders will be considered. Details of Sailing Centre activities and courses for the current season are included in a separate pamphlet available through Regional Scout Centres. Activity dates are also listed in the Branch Calendar.

### **Sailing and Powerboat Training**

The Centre has been formally recognised by The Australian Yachting Federation National Committee as an approved teaching establishment to run theory and practical courses for the AYF National Sailing Proficiency and National Powerboat Training Schemes. Courses for qualifications in sailing and power boating are conducted throughout the year. Inquiries should be directed to Branch Activity Leader – Sailing.

**Open Days** are for fun and an introduction to water activities -- they are not training courses. The Centre's voluntary staff offers a chance to participate in four activities -- sailing, canoeing, paddleboards and various beach activities and games. Lifejackets and qualified crew are provided, but help from visiting leaders or parents is required. Unless specifically listed, each Open Day is available to all members of the Guide Association and the Scout Association. There is a fee for each person attending. Parents, brothers and sisters wishing to participate in water activities are encouraged to do so and pay the same fee.

1654. It is essential to book. Please make your initial booking by telephone. If leaving details on the answering phone, make sure you leave a return phone number. If it is necessary to write, please select more than one date, ie, give alternative choices. A deposit of \$1 per person is required when booking, and full payment, at least one month prior to the booking, is essential to guarantee the booking. Send the deposit, a stamped self-addressed envelope (10 x 23 cm size) and a contact phone number. All fees are required to be (cheques made out to the Victorian Guide & Scout Sailing Centre) sent to the Booking Secretary.

### **Sailing, Power Boat, Rescue Boat and Rowing Courses.**

**Casual Hire.** The Centre (no boats) is available for hire to approved groups for training, meetings, social functions etc. Contact the Booking Secretary.

## **UNDERWATER ACTIVITIES**

### **Snorkeling and Spear Fishing.**

## **SECTION 9 –SPECIAL ACTIVITIES PERMISSION FORM**

The Victorian Branch Executive Committee, ever mindful in its duty to protect members of the Association, has over the years taken adequate precautions to ensure that when members, be they Leaders, Lay people or Youth Members, are acting on behalf of the Association, they are legally protected. This includes Public Liability Insurance extended to cover Member to member and Property Owners Indemnity.

Notwithstanding the above, the Executive is of the opinion the Association owes to the parents of members a Duty of Care to inform them if it is intended to participate in activities in which the supervision and control passes to someone not a member of the Association.

It is stressed that this “Special Activities Permission Form” is only to be used when control of the Activity passes from the Certificated Section Leader to that of a non-Association Organization or individual.

An example of the form is shown (Form Y5) in Chapter 11.

## **SECTION 10 – CODE OF CONDUCT FOR ADULTS IN SCOUTING**

The basis of Adult conduct is the Scout Promise and the Scout Law.

The purpose of Scouting is to encourage the physical, intellectual, emotional, social and spiritual development of young people. This is achieved by the example and guidance of dedicated men and women who help the youth members in the fulfilment of the Scout Promise and Law, so that they become constructive and responsible citizens.

It is expected that this Code of Conduct will be strictly observed by all adults, uniformed and lay, who work within the Scout Association, recognising that at all times they should act responsibly and exercise a “duty of care” to the youth members.

The fundamental principles, upon which stands our Code of Conduct, are:-

- a. Adults in Scouting respects the dignity of themselves and others.
- b. Adults in Scouting demonstrate a high degree of personal responsibility, recognizing at all times that their words and actions are an example to other members of the Movement.
- c. Adults in Scouting act at all times in a manner consistent with basic Scouting principles, thereby setting a personal and appropriate example for all to follow.
- d. Adults in Scouting do not, within the Movement, promote their own beliefs, behaviours or practices, where these are incompatible with basic Scouting principles.
- e. Adults in Scouting act with consideration, good judgement and high moral ideals in all their interpersonal relationships, both inside and outside Scouting.
- f. Adults in Scouting respect the absolute right of each individual to personal privacy at all times. They take special care where sleeping, changing of clothing; bathing and ablutions are associated with any Scouting activity.
- g. Adults in Scouting avoid unaccompanied and unobserved activities with youth members wherever possible. Remember “in sight - out of hearing.”
- h. Adults in Scouting for their own protection, should avoid potentially compromising situations by ensuring, where reasonably possible, that at least two adults are in attendance whilst supervising and/or accompanying youth members. It is recognized that, in certain circumstances, it may be necessary for a leader or adult whilst acting responsibly and exercising “duty of care,” to be alone with a youth member.

- i. Adults in Scouting realize that bullying, physical or verbal abuse, neglect or any other type of abuse, represents totally unacceptable conduct by any member of the Movement.
- j. All Adults are required to abide by the policies of Scouts Australia.

## **SECTION 11 – EMERGENCIES AND INCIDENTS**

### **EMERGENCY RESPONSE PLAN.**

The Branch Personnel Committee has formulated a Branch Emergency Response Plan, available from the Operations Office at Branch Headquarters.

The ERP provides guidelines for when the Plan should be activated, however, Leaders should use their initiative taking into account the circumstances of the incident with which they are dealing.

Incidents involving loss of life, serious injury or missing members must be reported immediately to the Branch Commissioner for Activities, Graeme Cumbrae-Stewart on (03) 9878 2068.

During the working week, serious incidents should be reported directly to Executive Director at Victorian Scout Centre on (03) 9206 5500 or 1800 640 454. In this way senior Victorian Branch Commissioners will be contacted most quickly.

The office hours of the Victorian Branch are 8.30 a.m. to 5.00 p.m. Monday to Friday.

The after hours, including weekends, emergency contact number is 0418 582 565 – the Deputy Chief Commissioner.

For assistance in dealing with the media, and/or Police after hours, phone 0418 582564.

Note: It is far preferable for trained personnel to deal with the media than it is for inexperienced leaders to attempt do so. Therefore, phone 0418 582 564 and give the facts to the Public Relations personnel first, and let them deal with it. To do otherwise is to create an unacceptable risk of adverse media exposure and possible personal liability for those directly involved.

### **INCIDENT AUDIT PROCEDURE.**

The Incident Audit Procedure (IAP), will be initiated following a serious incident and an audit panel may be appointed, on the recommendation of the Branch Commissioner for Activities, Graeme Cumbrae-Stewart.

The Incident Audit Procedure must be implemented in all situations involving serious injury, loss or near loss of life, or Scouting parties whose arrival at destination is

significantly overdue. It has already proved to be valuable in vindicating the actions of Leaders in emergency situations.

The procedure has been approved and adopted on the authority of Branch and Region Commissioners. It is as follows:-

c. In the event of an affirmative decision, the Branch Commissioner will appoint an Audit Panel.

d. The audit is to be seen as a co-operative procedure, to establish an accurate picture of the incident, to learn from the occurrence and to maximize fairness for all concerned.

e. Copies of all relevant paperwork must be submitted upon request.

f. Policy and/or guidelines relevant to the incident will be examined, eg, Australian Policy and Rules, Branch Policy/Guidelines.

g. Meeting(s) may be called of the Audit Panel and of the key individuals involved in the incident, to determine:-

(1) All relevant details of the incident, including preparation and equipment selected for the activity during which the incident occurred; whether relevant notification had been given to appropriate authorities, eg; Group Leader, Police, National parks etc; the extent of the experience, training and skills of leaders involved in the activity,

(2) Media involvement, if any,

(3) Police or search and rescue involvement, if any,

(4) Post-incident communications with home contact, eg; Group Leader, parents etc, and

(5) The personal fitness and competence of the participants.

i. The report will be discussed with the personnel involved as well as with relevant Commissioners unless the Branch Commissioner determines otherwise.

j. The report will be forwarded to the relevant personnel for appropriate and prompt follow-up action.

k. On completion of its enquiries and report, the Branch Commissioner will declare the Audit Panel to have fulfilled its purpose and be formally disbanded.

l. The office hours of the Victorian Branch Headquarters are 8.30 am to 5.00 pm, Monday to Friday and the Executive Director can be contacted for assistance on (03) 9206 5500 or 1800 640 454.

Incidents involving loss of life, serious injury or missing members must be reported immediately as above or below and to Graeme Cumbrae-Stewart (Branch Commissioner Youth Activities & Management Services) on 9878 2068 (9694 6454 during business hours).

Leaders requiring assistance following an incident, after hours, and especially at weekends should telephone 0418 582 565.

. For assistance in dealing with the media, and/or Police after office hours, phone, 0418 582 564. It is far preferable for trained personnel to deal with the media than it is for inexperienced leaders to attempt to do so. Therefore, phone 0418 582 564, and give the facts to the Public Relations personnel first, and let them deal with it. To do otherwise is to create an unacceptable risk of adverse media exposure and possible personal liability for those directly involved.

## **SECTION 12 – DUTY OF CARE**

The Scout Association, in its role as trainer, educator and developer of young people so that they may take a constructive place in society as responsible citizens, has adopted the following Aim, Principles & Methods:-

a. **Scouting Aim:** To encourage the physical, intellectual, emotional, social and spiritual development of our Youth Members.

b. **Principles:** As defined by the Founder, Lord Baden Powell, Scouts should serve their God, act in consideration of the needs of others and develop and use their ability to the betterment of themselves and their families and the community in which they live.

c. **Methods:** There are seven principal methods employed by the Association, one of which states: The provision of a wide range of attractive, constructive and challenging activities, including opportunities for adventure and exploration, both indoor and outdoors.

A Duty of Care exists with all leaders to ensure that: -

a. They attend and satisfactorily complete training courses so that they are accredited, after demonstrating competency, to satisfactorily perform their role as leaders.

b. They are fully conversant with the Association's rules regarding special activities, e.g. Camping, Water Activities, Boating, Abseiling etc.

d. Parental consent is obtained before participation in any adventurous activity is permitted.

e. The Group Leader/District Commissioner is aware of where and when you are going and what you will be doing.

f. If a person is injured whether it is in the Scout Hall or in the bush, then you have a responsibility to ensure that medical treatment is immediately provided. Remember, when the parent signed the Y1 form, permission was given for you to obtain medical assistance whenever you have considered it to be necessary.

g. In case of an unfortunate accident, you record precisely what happened, where, time, date, witnesses (names & addresses & phone numbers). You never know when this information may be required; today, tomorrow, next year, six years time or hopefully never.

h. You are familiar with and always observe the requirements of the Association's Incident Audit Procedure in the event of a serious or potentially serious incident.

**What is the Scout Association's responsibility?** It is to arrange appropriate training courses so that leaders may develop appropriate knowledge and/or skills or be informed where that knowledge and/or those skills can be gained; to ensure that the rules applying to Adventurous and other activities are widely circulated to ensure that Leaders are aware of their responsibilities; and

to ensure that all Members of the Association, be they Youth Members, Leaders or Lay Helpers, are protected from liability for any injury or damage, for which they may be proven negligent. The Branch has in force a Public Liability Insurance Policy in the amount of \$50,000,000 for this purpose.

**Remember** -- badges are earned and not just given. The skills and knowledge required to achieve the badge may be required in the saving of a person in real life.

The Association's requirements are there for your protection, not just something else to do.

The Victorian Branch of Scouts Australia has ensured that its members are protected in the event of an accident in which the Association may be deemed to have been responsible. It is the Leaders' responsibility to ensure that they adequately acquire the knowledge and skills, or obtain the services of those who have them, so that our Youth Members enjoy attractive, constructive and challenging activities, including opportunities for adventure and exploration both indoors and outdoors.

**THE SCOUT ASSOCIATION, VICTORIAN BRANCH HAS COMPILED AND MAINTAINS A LISTING OF MAJOR CAMPING AND ACTIVITY CENTRES OCCUPIED AND/OR MANAGED BY THE ASSOCIATION THROUGHOUT VICTORIA.**

The current list is published annually in the current Info book distributed to all Leaders in January of each year.