**OUTDOOR EDUCATION**

**KNOWLEDGE AND SKILL AUDIT**

NAME: Date: / /

Complete the checklist using the scale 0 (no ability) - 5 (highly competent).

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| **CATEGORY** | **Scale** | **Evidence** |
| 1. MAP AND COMPASS |  |  |
| - Understand and transfer between Map Scales |  |  |
| - Can identify Conventional signs |  |  |
| - Relates Map to Ground / Orientates Map |  |  |
| - Use Contours to identify shape of the ground |  |  |
| - Can measure distances on map and on the ground |  |  |
| - Can take, follow a bearing in the field or on a map |  |  |
| - Make adjustments for Declination |  |  |
| - Can follow a bearing in low visibility |  |  |
| - Use a variety of navigation techniques, ‘thumbing the map ‘handrails’, ‘catching features’, ‘attack points’, ‘aiming off’ |  |  |
| - Use a variety of methods to find position |  |  |
| - Can use Resections |  |  |
| - Estimate speed over varying terrain |  |  |
| - Can use several techniques to find North |  |  |
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| 2. ROUTE PLANNING |  |  |
| - Make route choices appropriate to group experience |  |  |
| - Plan a route showing awareness of indigenous and environmental sensitivities. |  |  |
| - Develop a Route Plan |  |  |
| - Develop a Route Plan using GPS and Electronic Maps |  |  |
| - Calculate walking times (‘Naismith’s Rule’, Nomograms) |  |  |
| - Appropriate selection of camp sites |  |  |
| - Incorporate Escape routes into route plan |  |  |
| - Devise an Emergency action plan |  |  |
| 3. EQUIPMENT |  |  |
| - Can select essential personal equipment |  |  |
| - Decide on non essential (but useful) equipment |  |  |
| - Identify Group Equipment |  |  |
| - Select appropriate clothing for the activity and weather |  |  |
| - Can adjust pack to fit (shape stays and harness length) |  |  |
| - Cares for and maintains equipment |  |  |
| - Has knowledge of equipment available in market place |  |  |
| - Can prepare a personal First Aid Kit |  |  |
| - Review contents of Group First Aid Kit |  |  |
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| 4. OUTDOOR LIVING SKILLS |  |  |
| - Demonstrate strength and fitness to walk for 5 hours, including breaks, for a distance of 10 – 15kms |  |  |
| - Demonstrate efficient walking pace and rhythm over different terrain |  |  |
| - Manage the walking group. ie Pace, rest, front and back marker, motivation and morale and group welfare |  |  |
| - Select appropriate location of camp |  |  |
| - Select suitable Tent site (trees, water flow, exposed areas) |  |  |
| - Put up tent correctly (including under situations of duress) |  |  |
| - Pack for correct weight distribution (consider weight for age recommendations) |  |  |
| - Packs efficiently |  |  |
| - Prepare food in organised and hygienic manner |  |  |
| - Use lightweight stove safely including fuel management |  |  |
| - Follow Bushwalkers Code |  |  |
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| 5. RISK AND HAZARD MANAGEMENT |  |  |
| - Conduct an Industry based Risk analysis of the activity |  |  |
| - Initiate action to reduce potential risks prior to activity |  |  |
| - Identify appropriate response to potential Hazards |  |  |
| - Assess and manage risk in a practical setting |  |  |
| - Understands that risk is perceived differently for each individual. ie confidence, fear, imagination, experience |  |  |
| - Can apply basic first aid principles in remote locations, including group management in event of an incident |  |  |
| - Aware of Heat related conditions (Hypo and Hyperthermia), prevention, recognition and treatment |  |  |
| - Use campfire safely (when appropriate) ie regulations, size, location, behaviour and extinguishing |  |  |
| - Can implement strategies to keep group together |  |  |
| - Outline procedure if group or individual become lost |  |  |
| - Can conduct ‘local’ search and rescue |  |  |
| - Apply appropriate Distress signals |  |  |
| - Will regularly assess risk during activity |  |  |
| - Aware of Bushfire survival strategies |  |  |
| - Can erect emergency shelter |  |  |
| - Behave as a safe and reliable group member |  |  |
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| 6. WEATHER |  |  |
| - Can access ‘local’ weather information |  |  |
| - Interpret a weather map |  |  |
| - Determine wind direction and intensity from pressure system information |  |  |
| - Anticipate associated weather from fronts, cloud formations, air pressure and temperature changes |  |  |
| - Use climate information to predict expected weather |  |  |
| - Source information regarding weather |  |  |
| - Use a variety of observations to predict weather in the field |  |  |
| - Aware of indigenous strategies of weather forecasting |  |  |
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| 7. MINIMAL IMPACT PRACTICE |  |  |
| - Use established campsites |  |  |
| - Adopt rubbish minimisation strategies during preparation |  |  |
| - Demonstrate ‘carry in carry out’ strategy |  |  |
| - Follow correct Toilet procedures |  |  |
| - Actively adopts water conservation strategies |  |  |
| - Takes steps to avoid polluting water supplies |  |  |
| - Recognises that plants and animals are interdependent |  |  |
| - Aware that organisms and communities are affected by abiotic elements of the environment (human impact) |  |  |
| - Can identify energy flow through a community |  |  |
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| 8. RESPONSIBILITY AND LEADERSHIP |  |  |
| - Accept Legal and Moral responsibility of outdoor activity |  |  |
| - Understand the notion of Negligence |  |  |
| - Gather information on individuals, ie capabilities, health status, maturity, fitness and experience |  |  |
| - Inclusive of all members of the group |  |  |
| - Recognise statutory control of access to wilderness areas |  |  |
| - Accept responsibility towards other group members |  |  |
| - Can identify styles of Leadership |  |  |
| - Apply appropriate leadership style to suit circumstances |  |  |
| - Recognise personal qualities for effective leadership |  |  |
| - Respect leadership responsibilities in others |  |  |
| - Accept leadership responsibility when required |  |  |
| - Contribute and consult in decision making process |  |  |
| - Contribute positively to group management, morale, group objectives, leadership and decision making |  |  |
| - Seek appropriate permission, provide trip information, notification to authorities |  |  |
| - Conduct a detailed risk assessment of the activity |  |  |
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| 9. SURVIVAL SKILLS AND KNOWLEDGE |  |  |
| - Demonstrate individual First Aid skills |  |  |
| - Manage an injury scenario in an outdoor location |  |  |
| - Convey information accurately about casualty condition |  |  |
| - Evaluate role and actions taken in emergency scenario |  |  |
| - Use a variety of options to achieve emergency shelter |  |  |
| - Light a fire in wet conditions |  |  |
| - Light a fire without matches |  |  |
| - Identify potential water sources and extract water for use |  |  |
| - Apply safeguards to take before eating wild foods |  |  |
| - Aware of ‘bush’ foods |  |  |
| - Can use UHF Radio and EPIRB equipment (if appropriate) |  |  |
| - Can tie a range of Knots (climbing, repairs, rescue) |  |  |
| - Walk safely at night, including following a bearing |  |  |
| - Apply strategies to safely cross a waterway |  |  |
| - Aware of international distress signals (carry) |  |  |
| - Aware of Ground to Air signalling (carry) |  |  |
| - Take appropriate action in an electrical storm |  |  |
| - Has appropriate survival kit |  |  |

NOTE: This list is not finite and represents a broad cross section of skills required for safe bushwalking. The list has been adapted from that used by the British Mountain Leadership Training Board, and the National Fitness Council of Victoria.

WARNING: People tend to overestimate their own abilities when completing checklists. Go through the list again and write a brief description of evidence to support your assessment.