
GUIDELINES FOR OUTDOOR ACTIVITIES

For the safety and wellbeing of all group members, when planning an activity, the Activity Leader is to ensure each of the following, where applicable to the activity. The Activity Leader is not limited to only these requirements:

1. Being aware of the ability of participating members.
2. Requesting group members wear a U3AYR membership badge on which the emergency contact details on the back have been completed.
3. Issuing a Term or Weekly Program stating the approximate degree of difficulty, distance and timing of the activity.
 - Easy Reasonably flat
 - Medium Flat with some undulating terrain and small hills
 - Hard Undulating terrain and hills. Walking group participants may be more comfortable using walking poles.
4. Carrying
 - A fully maintained First Aid kit
 - A fully charged Mobile phone and providing the number to each group member
5. Seeking appropriate medical assistance, including ambulance, in the event of an adverse event.
6. Completing an Incident Report if, and when necessary.
7. Advising group members that the Activity Leader or Assistant must be informed if a member is leaving the group for any reason.
8. Where appropriate appointing an Assistant to report to the Activity Leader and monitor the rear of the group to ensure the location of each member.
9. Within practical limitations, being aware, with the Assistant's help, of the location of group members, especially during a change in direction.
10. Checking in advance with the Bureau of Meteorology, Country Fire Authority and/or other relevant authorities for condition alerts. Outdoor Activity Leaders should have the Victorian Emergency Application installed on their phone and working during the activity.
11. Being familiar with the environment, terrain, surroundings and route prior to the activity.
12. Commencing rest and drinks breaks when the last person in the group arrives.

13. Being familiar with U3AYR's Membership Terms and Conditions, Class Leaders Guidelines and Information booklet and Policies and Procedures, especially
- Current Covid Safe Plan
 - 03 Code of Conduct
 - 05 Risk Management
 - 07 Health Safety (Serious Injury and Incident Reporting)

Authorisation

This guideline was adopted by the Executive Committee of U3A Yarra Ranges and minuted as such on 05 May 2022.

The guideline will be published by the Committee of Management of U3A Yarra Ranges on its website within 4 weeks of the date of this authorisation.