

Responsibility for Leading Activity Sessions

All programme activities will be classified as shown below.

Leadership of activity sessions must be confirmed and agreed by all concerned.

All activities within the scope of the Adventure Activities Licensing Regulations 1996 will only be led by Centre Approved Staff.

1. Activities led by Centre Approved Staff

The permanent teaching staff at the Gwent Outdoor Centres are highly qualified and experienced practitioners of outdoor education. Only staff with nationally recognised qualifications will lead hazardous pursuits such as canoeing, rock climbing, mountaineering and caving. All teaching staff hold current first aid qualifications. A list of their qualifications and experience can be obtained from the Head of Centres.

All casual staff working for the Service are thoroughly vetted and must comply with the same stringent guidelines that apply to full time staff.

A copy of their qualifications and relevant experience is available from the Head of Centres.

Where it has been agreed that a member of the Centre staff will lead an activity session, then he/she will assume responsibility for the safety of that group. No activities within the scope of the Adventure Activities Licensing Regulations 1996 will be delivered under this category unless the member of staff complies with all the conditions set for the permanent and casual staff employed by the service.

2a. Activities led by Visiting Staff with No Centre Staff Presence

Where the centre has been booked on an accommodation basis only and it is agreed that visiting staff will lead activity sessions then that visiting members of staff will assume total responsibility for the safety of groups in their care.

2b. Activities led by Visiting Staff and Advised or Assisted by Centre Staff

Not including activities within the scope of the Adventure Activities Licensing Regulations 1996 (e.g. Programmes of environmental studies for primary children at Talybont Centre.)

It must be clearly understood that the centre staff are working in a supportive and specialist advisory role. The ultimate responsibility for the safety of the group remains with the visiting member of staff as in 2 above.

When activities are led by visiting members of staff (as in 2a and 2b above) then it is the responsibility of those staff to ensure that they operate within the remit of their training/accreditation, in a fashion suitable to their participants experience and abilities and in line with their own organisation's safety policy and the law.

Teaching staff at the centres will offer advice on nationally and locally recognised qualifications in Outdoor Pursuits and make available Operational Guidance notes which are issued to Centre Staff.

Advice on activity sites can also be obtained from the teaching staff of the centre to be visited. Centre staff are instructed not to pass judgement on the capability of visiting staff to lead activities unless involved in a formal assessment procedure.

At the End of Your Stay

At the end of their visit, all visiting group leaders are requested to complete a questionnaire which seeks their opinion on all aspects of the service. Visiting group leaders are welcome to contact the head of centres should they wish to see all previous completed questionnaires. In the unlikely event of concern regarding any aspect of safety group leaders are requested to immediately contact the Head of Centres or one of the management team.

If at any time the Head of Centres or one of the management team has reason to believe that the safety of the visiting group is in jeopardy then they reserve the right to take whatever action is necessary to control the situation.

The high standards of safety adopted by the Gwent Outdoor Centres require that all involved in the welfare of the young people in their care must take every possible precaution to ensure that risks are minimised. We thank all visitors for helping us to ensure that our excellent safety record is maintained.