

GOSPORT U3A - EXTRA MILE - WALK PREPARATION BY WALK LEADER

Usually the Group/ Co-Leader will deal with all the administration before and at the start of walk but in their absence on the walk day the Walk Leader will need to take on this role – see below.

DATE OF WALK		WALK LEADER/S	
OS MAP NUMBER		WALK NAME	
DISTANCE/ WALK TIME		WALK DIFFICULTY	

PRE-WALK CHECK & RISK ASSESSMENT - IDEALLY ABOUT 1 MONTH PRIOR TO WALK

Walk the route and mark on map copy. Main places on route/ way points Terrain type – path/road/ poor surfaces Ascent Descent, Steepness of hills Short cut/ route adjustments	
Parking location : Grid Ref Number of parking places – 5 ideally	
Refreshment & lunch stop identified Toilet / comfort stop Grid Refs if possible	
Further notes re preparation or possible hazards NB consider likely seasonal/weather conditions; busy road crossing	

2 WEEKS BEFORE : SEND INFORMATION TO GROUP LEADER WHO WILL SEND BRIEF DETAILS BY EMAIL TO MEMBERS:

- Walk location : Key places /way points, Copy of map section or details so location can be identified
- Walk summary : Distance, underfoot terrain, ascent/descent, stiles, extra costs, possible hazards
- Driving directions to parking : *check as these may be on file if used before*

AT HOLBROOK - GROUP LEADER WILL: *(If GL not on the walk the Walk Leader will need to do this)*

- Check and mark register of walkers. Welcome and introduce new members Have the emergency contact folder to hand*
- Check all walkers are prepared – footwear, waterproofs, refreshment etc*
- Sort out lifts. Check all have driving directions*
- Bring – emergency contact details, first aid kit, mobile phone.*

AT WALK START

- Brief everyone at start – walk outline, highlighting potential hazards.
- Count walkers - be aware of specific needs especially new walkers
- Set expected pace & appoint first back marker (ask for this to be rotated)

DURING THE WALK

- Have OS map or copy of OS route to hand at all times. Periodically check route on map & check numbers
- Follow country code – stick to public footpaths, take care through crops, close gates etc
- Be aware of pace especially in early stages Stay at/near the front & keep the back of the group in sight
- Frequently regroup; allow refreshment, rest after a climb – be aware of those taking longer– allow them time
- Stop for lunch. Consider extra refreshment stops. Point out opportunities for ‘relief’

AFTER THE WALK (Please send any useful comments/ observations to the Group Leader who will complete this)

Review of the walk for future reference: eg best aspects, seasonal issues, hazards, other potential challenges.
Future action: ie suggested other times of year to do the walk/ alternative direction around walk etc.