

# SCOUTS CANADA STANDARD OPERATING PROCEDURES

## SECTION 10000 – CAMPING & OUTDOOR ACTIVITIES

### 10000 – CAMPING AND OUTDOOR ACTIVITIES

#### **Scouts Canada believes:**

- That the outdoors provides an ideal setting for personal growth and recreation;
- That responsible citizenship imposes upon each person an increasing obligation to live in harmony with the natural environment.

Because of these beliefs, camping and outdoor activities are essential parts of the programs.

Every member must be offered the opportunity to participate in camping and outdoor activities. These activities must meet the needs of members for fun and challenge and comply with recognized health and safety practices. Some activities are prohibited by Scouts Canada – refer to Section 13001 – Activity Guidelines for further details.

The responsibility for ensuring the development of long-range plans for camping and outdoor events is carried out by the Council or Group that can most appropriately meet the needs of members. Guidance, resource material and supporting programs are provided by Scouts Canada's Program Services.

Group Commissioners are responsible for:

- Providing the opportunity for members to have year-round camping experiences.
- Approving plans and operations of Section camps.
- Submitting camp applications to their Council as required.

Sections involved in outdoor activities must ensure that sound conservation and environmental practices as described in this section are followed. This section also helps leaders and group committee members determine if the proposed activity meets the following criteria:

Leaders and Participants Are:

in the Right Place,  
at the Right Time,  
with the Right People  
and with the Right Equipment.

The Section Leadership requirements outlined in Section 4008.2 must be adhered to at all times. In addition, participation in camping and outdoor activities requires some additional leadership requirements that are outlined in Section 10001.

## **10000.1 – Activity Categories**

(See also Section 13001 for Activity Guidelines for Prohibited Activities)

Scouts Canada recognizes that the nature of the activities that the youth and leaders participate in involves “risk”, and the elements of risk change. It is generally accepted that activities of longer duration, in more isolated areas and demanding higher levels of skill and physical ability, increase the element of risk.

To help leaders visualize this concept we have grouped “typical Scouting Activities” into three categories based on the location and duration of the activity.

### **(i) - Category 1**

Green - (go carefully) Regular weekly meetings whether they are held indoors or outdoors at the regular meeting place. For this category all “Acceptable Practices for Conducting Outdoor Scouting Activities” would apply. **Note:** Tour, visits and fundraisers would be included in this category. See Section 10006.

### **(ii) - Category 2**

Yellow - (proceed with caution) Any outdoor activity away from the regular meeting facilities, or, of an extended nature, up to and including short-term camping, two nights or less (as defined in Section 10000.2). For this category all “Accepted Practices for Conducting Outdoor Activities” would apply. In addition to these practices the “Acceptable Practices for Specific Outdoor Scouting Activities” may also apply. See Sections 10006 & 10007.

### **(iii) - Category 3**

Red - (stop, be alert, check things carefully before proceeding) Long-term overnight activity of three nights or longer, (as defined in Section 10000.2), or activities of shorter duration, but requiring advanced levels of skills and competencies. For this category, “Accepted Practices for Conducting Outdoor Activities” would apply. In addition to these practices, the “Acceptable Practices for Specific Outdoor Scouting Activities” may also apply. See Sections 10006 & 10007.

## **10000.2 – Definitions:**

- (i) “Short-term camp” consists of two nights or less.
- (ii) “Long-term camp” consists of three nights or more.
- (iii) “Camping” consists of staying overnight for one or more nights in a tent, cabin or other form of shelter.
- (iv) “Day-Camps” are outings that do not involve an overnight stay.
- (v) “Family Camping” is an overnight camp where each Beaver is accompanied by an adult member of their family or adult designate.
- (vi) “Sleepover” is staying overnight in your typical meeting place or comparable facility such as community hall, school, etc.

### **10000.3 – Approval/Planning Steps:**

- (i) Submit to your Group Committee, for their approval, a completed Camping and Outdoor Activity Application for each activity (see Section 20000 for the applicable forms).
- (ii) Obtain signed Parent/Guardian Consent Forms (for category 3 activities and international travel). Communicate to parents activity information and details.
- (iii) Ensure Program Participant Enrolment Form or Application for Membership and Appointment of Volunteers form for participants are up to date.
- (iv) If necessary, apply for a Tour Permit.
- (v) Ensure an Emergency Plan is completed.
- (vi) Review Section 10000, and in particular 10006 for general guidelines and 10007 for the applicable activity for additional requirements, if any.

### **10001 – ADDITIONAL LEADERSHIP REQUIREMENTS FOR CAMPING AND OUTDOOR ACTIVITIES (See Section 4008.2):**

#### **10001.1 – Beavers/Junior SCOUTSabout:**

- (i) Family Camping – A parent/designate may be responsible for a maximum of two Beavers.
- (ii) Minimum facilities for Beaver camping must include tents for sleeping and some form of additional weather resistant shelter suitable for games, crafts, dining and cooking.

#### **10001.2 – Wolf Cubs/Senior SCOUTSabout:**

- (i) Minimum facilities for Cub camping must include tents for sleeping and some form of additional weather shelter suitable for games, crafts, dining and cooking.
- (ii) Winter Camping requirements for Wolf Cubs:
  - 1. At least one of the adults is experienced in winter camping.
  - 2. A parent or guardian of each Cub receives a list of the clothing and bedding required. This gear to be checked by the experienced adult before leaving for camp.
  - 3. A telephone or similar communication equipment is available for emergency use.
  - 4. A vehicle, to be used in the event of an emergency, is present on site.
  - 5. There are adequate latrines and washing facilities.
  - 6. A supply of drinking water is available.
  - 7. Arrangements made in case of the need for emergency evacuation.

#### **10001.3 – Scouts:**

Troop Scouters may approve patrol size groups of Scouts (two to ten) holding short-term camps without adult leadership, providing each Scout has obtained permission from a parent or guardian.

#### **10001.4 – Venturers/Extreme Adventure**

Venturers may hold short-term/long-term camps without adult leadership, providing each youth has obtained permission of a parent or guardian and the approval of the advisor.

#### **10001.5 – Rovers:**

Rovers may camp without adult leadership provided notification has been given to the Rover crew advisor.

**In exceptional circumstances**, where one or more Scouters are unable to attend a meeting/activity, another registered Scouter should be recruited to take his/her place. If the Scouter in charge is to be replaced, it must be with an adult who is 21 years of age or older. If it is not possible to replace a registered Scouter with another registered Scouter, a parent/guardian may be recruited to fill in. *Note: In this situation, at least 50% of the leadership team must be Registered Scouters.*

#### **10002 – FIRST AID:**

At least one adult has first aid training and first aid equipment appropriate for the activity and is designated as the “First Aider”. If an adult is not present for any reason, a youth member must have first aid training and first aid equipment appropriate to the activity and be designated as the “First Aider”.

The Leader/First Aider must have a method or plan for communications at all times.

#### **10003 – SLEEPING QUARTERS:**

The individual’s right to privacy must be recognized and taken into consideration in such matters as sleeping places and sanitary facilities.

- Adult members should, where possible, have sleeping accommodations separate from youth members, unless discipline, safety or available facilities dictate otherwise. (If sleeping accommodations are shared with youth for any of the above reasons, at least two adults must be present at all times.)
- Co-educational camps should ensure that every consideration is given to propriety.

## **10004 – TRANSPORTATION:**

Parents are responsible for transporting or arranging for transport of their children to and from Scouting activities.

Vehicles owned and operated by volunteers must be insured by the owner under the Provincial law of their domicile and be operated by duly licensed and insured drivers.

Scouts Canada does maintain Non-Owned Automobile coverage under its Liability policy to protect Scouts Canada, the legal entity, from third party claims. However, this insurance does not protect owners/drivers of privately owned vehicles that are used during or to and from Scouting events. Volunteers who drive Scouting members to and from meetings, camps, jamborees, etc. do so at their own risk. Scouts Canada does not cover the cost of damage to their automobiles, nor does it cover deductible amounts, loss of discounts or loss of use. Third party claims made against owners of vehicles are NOT covered by Scouts Canada.

Scouts Canada strongly suggests leaders, other Scouting members and/or parent volunteers who use their vehicles to transport passengers carry a minimum of \$1,000,000 Liability insurance, and further recommends \$1,000,000 per passenger on their vehicle to ensure they are fully protected. Volunteers who drive Scouting members do so at their own risk.

Vehicles that are rented or leased on a short term basis for Scouting business will be covered under Scouts Canada's Non-Owned Automobile Third Party Liability Insurance and Damage to Non-Owned Automobiles coverage, but only if the vehicle is rented in the name of Scouts Canada by a full time employee of the Corporation. The rental agreement must clearly state that the vehicle is rented in the name of Scouts Canada. As vehicles rented by volunteer members are NOT covered, additional liability and collision coverage should always be obtained.

Further, the Non-Owned Automobile Third Party Liability Insurance does not provide any coverage for vehicles that are borrowed for Scouting's use. The Non-Owned Automobile Third Party Liability Insurance does protect Scouts Canada, the Corporation, should it be named in a suit or action involving use of a non-owned vehicle.

## **10005 – TRAVEL:**

Please refer to Section 19016.

### **10005.1 – Air Charter Flights:**

Please refer to Section 19002.

### **10005.2 – International Letters of Introduction:**

Please refer to Section 19008.

## **10006 – ACCEPTED PRACTICES FOR CONDUCTING OUTDOOR ACTIVITIES:**

Please Note: The Association for Experiential Education (AEE), has granted permission for the use of its resources in the development of this Procedure. *AEE's Manual of Accreditation Standards for Adventure Programs, 3<sup>rd</sup> Edition*, has proven particularly valuable and Scouts Canada would like to thank AEE for its support and assistance. Although selected material used in the development of this procedure has come from other sources, the Procedure is solely the property of Scouts Canada. Permission to use source material does not express or imply any endorsement whatsoever by AEE, any other organization or individual.

The following acceptable practices are appropriate for Outdoor Scouting Activities and are consistent with Scouts Canada's Practices or Methods.

### **10006.1 – Risk Management:**

Sensible and safe practices, tested over time, are the best preparations for safe programs. These practices should include a comprehensive set of guidelines and procedures for encouraging their systematic use by members. Copies of the forms referred to in this Section are found in the Section 20000.

- (i) Leaders, and parents/guardians of youth members complete Scouts Canada's Application For Membership And Appointment of Volunteers Form or Program Participant Enrolment Form at the beginning of each year and update it as the medical history of the participant changes. This form also gives permission for the leader-in-charge or delegates to make arrangements for qualified surgical or medical attention for a child/ward in the event of an emergency without necessity of parents' prior approval. Note: These are an important **and necessary** part of the Leader's Emergency Plan.
- (ii) Effective leader-parent communication is critical to ensure that parents are aware of our programs and activities so they can properly prepare and equip their child/youth. This includes information about the nature of the activity, when and where it will be held and specific equipment or preparation required.
- (iii) Parents/Guardians complete a Scouts Canada Parent/Guardian Consent Form prior to a category 3 activity or international travel. This form gives permission for a child to participate in a specific event and provides information where the parents may be reached in the event of an emergency.
- (iv) Leaders develop an emergency action plan appropriate for their activities. The emergency action plan will include but may not be limited to: a) the Application For Membership And Appointment of Volunteers Form or Program Participant Enrolment Form b) Scouts Canada Parent/Guardian Consent Form (where required); c) site specific considerations; d) search and rescue protocols; e)

location of, and contact information for, emergency medical facilities; f) first aid protocols; and g) notification protocols.

- (v) At least one adult/youth has First Aid training and equipment appropriate for the activity. The level of training required varies with the context within which the programming occurs, i.e. Emergency, Standard, Wilderness, etc. Copies of leader certifications are kept on file and must be current to be considered valid.
- (vi) Leaders understand that each individual experiences things differently and that for some the perceived risk is far greater than for others. Having this understanding, leaders encourage participants to share their concerns/anxieties either publicly or confidentially so that these may be dealt with in an appropriate manner.

### **10006.2 – Leadership**

Exercising sound leadership means providing links between our Mission and the details of programs. In a general sense, this means providing an appropriate duty of care that reflects our Mission. The specific manner in which this duty of care is exercised can be thought of as minimizing the effects of dangers that are both within and outside human control.

- (i) Leaders/adults have successfully completed Scouts Canada's screening process. (see Section 3000).
- (ii) Leaders/adults have demonstrated the appropriate attitude, skills and knowledge necessary to conduct the activities and the leader responsible is at least 21 years of age.
- (iii) At least one leader/adult has successfully completed recognized training appropriate to the activity or has demonstrated equivalent attitudes, knowledge and skills appropriate to the activity.
- (iv) Leaders keep up-to-date on changes in policies, procedures and practices for all program activities. Leaders remain current in their knowledge of Scouts Canada's *By-Law, Policies & Procedures* for all program activities.
- (v) Leaders are familiar with the program areas and type of terrain where activities are conducted, and can adapt to changing conditions. Leaders have a general knowledge of the area and type of terrain in which the program will occur. This knowledge includes, but may not be limited to, an understanding of the educational possibilities of the site. Familiarity does not necessarily imply previous experience with the specific route, program area or activity site. It does imply that there is enough familiarity with the terrain in which activities take place so that the focus can be on the participants, and on the program goals. Leaders are prepared to address changes in weather, damaged or lost equipment, or other potential and unforeseen program changes.

- (vi) Leaders have appropriate skills for observing, interpreting, and predicting basic weather patterns. Leaders understand the types and extremes of weather conditions in the program area in order to anticipate and be prepared for changes, have the necessary equipment, and are able to make activity adjustments.
- (vii) Leaders have appropriate skills and are effective at navigating in the program areas encountered. Leaders are able to get participants from one point to another in an appropriate manner. Skills required include but may not be limited to: a) map reading; b) compass use; c) celestial navigation; d) route interpretation, and e) obstacle avoidance.
- (viii) Leaders are familiar with the identification and avoidance of specific environmental hazards of the program area. There are physical features, plants, animals - large and small, weather, diseases, and humans, that can cause serious harm to staff and participants.
- (ix) Leaders are aware of relevant medical and psychological histories and health needs as disclosed by parents and/or guardians of the participants. Leaders are aware that participants can come to harm if they have particular physiological or psychological problems and they are engaged in certain activities. Examples include but are not limited to such things as: a) going on a high ropes course with a heart condition; b) a person with claustrophobia - fear of enclosed spaces. Leaders are familiar with participants' medications, as well as the dosages and side effects thereof. Leaders ask the participant or their parents/guardians what signs or symptoms may develop due to increased stress levels and dietary changes.
- (x) Leaders select activities based on participants' skill levels, physical ability and psychological or emotional readiness and can adapt the activity to meet the needs of the participants. Leaders recognize that participants can come to harm if they are confronted with activities that are beyond their physical or psychological readiness.
- (xi) Adequate supervision is provided for the activity. Participants are provided with adequate supervision considering their cognitive, emotional, psychological and physical abilities and the program goals and activities.

Appropriate youth/leader ratios are followed as indicated in Section 3000, and Section 10001.

- (xii) Leaders, in consultation with the youth, have established appropriate rules, goals and objectives for the activity.

### **10006.3 – Planning and Research:**

It's a matter of accepted and safe practice that no matter how, or under what circumstances activities are conducted, there has to be some kind of a plan that falls within a broader set of intentions.

- (i)** Leaders have demonstrated that they have conducted thorough research appropriate to the nature of the activity. Inspection of the activity area is conducted appropriately and adjustments are made accordingly.
- (ii)** Leaders have identified and assessed the risks/hazards associated with the activity and modified their program appropriately if necessary.
- (iii)** Leaders have determined what the participants' appropriate attitudes, skills and knowledge for the activity should be.
- (iv)** Leaders have obtained permission to conduct the activity. These permissions include but may not be limited to: Group Committee, Commissioner, Land Owner, Parents, etc.
- (v)** Activity areas and weather conditions are appropriate for the activities and the level of the participants' skills.
- (vi)** Participants are provided with adequate instruction for the activity. This includes but may not be limited to instruction in: a) clothing; b) equipment; c) food; d) navigation; e) conduct on the route; f) injury prevention; and; g) the appropriate information, practice, experience and evaluation in the appropriate sequence.
- (vii)** Participants and/or parents are appropriately briefed and then debriefed following the activity. This includes but may not be limited to: description of event, attitudes, skills, knowledge, and equipment required.
- (viii)** Leaders have ensured that the activities to be conducted are consistent with Scouts Canada's *Bylaw, Policies and Procedures* and program objectives, local Scouting policies and the laws of the land.
- (ix)** Leaders have ensured that the group has acquired, through training or experience, the appropriate attitudes, skills, knowledge, health and fitness levels appropriate for the activity.
- (x)** Leaders have contingency plans in the event that an emergency or change of route plan requires them.
- (xi)** Leaders are able at a minimum to effect simple rescues from various situations.

- (xii) Leaders have knowledge and locations of all medical facilities en route, and the ability to contact support personnel.

#### **10006.4 – Equipment, Nutrition and Hygiene:**

Equipment loss and breakage is most often linked to inappropriate use. Nutritional and hygiene needs are also identified as sound preventative measures for safe programming. Ignoring the lessons in the loss and breakage of equipment, and/or poor attention to nutrition are precursors to personal injury.

- (i) Participants have, or are provided with, a list identifying: the appropriate food, clothing, equipment and footwear for each activity. It is understood that the appropriate kinds of clothing, food and equipment will vary depending on the activity, length of activity, type of terrain and environment, time of year and the weather which could be encountered.
- (ii) Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. Appropriate guidelines include but may not be limited to: a) properly care for and maintain equipment as per manufacturer's directions; b) checking equipment prior to each outing; c) retiring equipment that is no longer functional or adequate; and d) properly recording the purchase, maintenance, and replacement of equipment.
- (iii) Leaders have an up-to-date, appropriate understanding of the equipment they will be using and they teach this to the participants. Leaders generally have an advanced understanding of the equipment they will be required to use, including, but not limited to appropriate operation, use, care, cleaning and repair.
- (iv) Appropriate measures are taken to ensure that participants have adequate nourishment and water appropriate for the activity. Adequate levels of food and water are supplied or brought by participants, including pure water or a pure water source. It is understood that the amount of water and food will vary depending on the activity, length of activity, type of terrain and environment, time of year and the weather, which could be encountered.
- (v) Appropriate measures are taken to provide proper hygiene for participants and leaders. Proper hygiene may reduce the frequency and severity of illness and infections. Measures taken include, but may not be limited to: a) use of appropriate latrine facilities; b) bathing; c) hand washing; d) water purification; e) feminine hygiene products and f) proper food handling.
- (vi) Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits.
- (vii) The program follows an appropriate inspection schedule for equipment and associated protective gear. Inspections are conducted prior to participant use.

This includes but may not be limited to: a) checking equipment at the beginning of each activity; and b) any damaged equipment is brought to the attention of the leaders and either repaired or retired.

### **10006.5 – Environment:**

We are part of an ecosystem in a delicate balance. Maintaining that balance means developing acceptable ways and means of operating programs in a variety of circumstances.

- (i) Leaders have assessed the potential risks/hazards associated with the environment in which the activity is to take place. This includes but may not be limited to: weather, location, isolation, accessibility, communication, water, etc. and leaders have taken steps to minimize/manage potential risks/hazards identified.
- (ii) Leaders and participants respect other campers, hikers, cyclists, the environment, and any wildlife, which they may encounter. This includes but may not be limited to: a) establishing location of camps in group camping areas where possible; b) keeping noise levels to a reasonable level and establishing “quiet hours”; c) sharing the trail and allowing other hikers to pass; and d) not harassing or feeding wildlife.
- (iii) Leaders select routes and campsites where impact to the environment is minimal and all garbage and waste is properly disposed of, or packed out, following a “Leave No Trace” philosophy. If human waste is disposed of in the natural environment, it is done so in a minimally invasive manner. If this cannot be accomplished, it is carried out. If needed, latrine areas are constructed for the type of environment in which activities are conducted.

In back country and wilderness areas where latrine facilities are not available, the program promotes the appropriate methods for waste disposal. This generally is dependent upon the amount of waste and the ecological system. Facilities are located at least 60 metres from water sources. In some cases (e.g., caving programs, river corridors) waste will need to be carried out.

All paper and packaging is disposed of according to “Leave No Trace” philosophy.

- (iv) Washing is done in a manner that will not adversely affect participant’s health or attract animals, and limits environmental impact. The program uses “Leave No Trace” philosophies that make minimal use of soap near water sources, including scouring with sand and gravel, lathering first and rinsing well, and brushing teeth at a minimum of 60 metres from water source.

- (v) Cooking and food handling are conducted in a manner that will not affect or attract animals. This includes but may not be limited to; a) clean campsites; b) not feeding animals; and c) and using appropriate methods for avoiding bears.
- (vi) Food is appropriately stored, and in reusable containers when possible. Food is purchased in accordance with a reduce/reuse/recycle policy, and is appropriately stored against the effects of heat and cold and possible animal predation.

If food is not used, it is carried out. If this cannot be done, it is disposed of in a minimally invasive manner.

- (vii) Fires are used in a manner so as to limit environmental impact. For cooking, stoves are used in place of fires when fires would adversely affect the environment. Fires in certain regions (e.g., desert or high mountains) have a greater consequence than in other regions. Use fire sites that are already established or cleaned up after use. Wood is not gathered in a destructive manner. It is recognized that building a fire to save a life supersedes this general policy.

#### **10006.6 – Conducting Activities:**

Conducting activities fairly and equitably avoids coercion and encourages a standard of care where participation is by choice.

- (i) Participants proceed at a pace that is appropriate for all members of the group and will reasonably prevent injury or illness. The strenuousness of the activity is adjusted to be appropriate for all members of the group and consistent with the program goals. “As fast as the slowest person” is appropriate if the group has agreed that travel together is the activity goal. There are times when a person is physically, mentally or emotionally unable to complete an activity and should no longer participate.
- (ii) If programming is conducted in diminished conditions (e.g., at night, or in difficult terrain), it is limited to appropriate times and appropriate safety precautions are in place.
- (iii) Appropriate safety procedures are followed.

#### **10006.7 – Watercraft:**

When Scout Councils/Groups provide watercraft programs/activities, it is their responsibility to ensure that the person(s) in charge is competent to operate a watercraft program activity on the waters to be used, and to ensure that the regulations that follow are observed.

When Sections provide watercraft programs/activities, it is the responsibility of the Group Committee to ensure that the person(s) in charge is competent to operate a watercraft program activity on the waters to be used, and to ensure that the regulations that follow are observed.

- (i) Watercraft used for Scouting purposes must meet Transport Canada/Coast Guard and local Scouting regulations. In addition to the regulations of Transport Canada/Coast Guard, watercraft used for Scouting purposes must:
  - 1. be equipped with painters or end loops; and
  - 2. if equipped with drain holes, carry a spare plug.
- (ii) Each small watercraft, if full of water, must be capable of remaining afloat supporting its occupants (this may necessitate the addition of buoyancy materials).
- (iii) When travel at night is necessary, watercraft not required by law to carry navigation lights must be equipped with a flashlight or lantern in order to make their presence known.
- (iv) Youth and adults participating in small craft (6 metres or less) boating activities involving powered and non-powered boats must wear Transport Canada approved, properly fitted, personal flotation devices (PFDs) life jackets at all times. Canoes exceeding the 6 metre standard will also be included in this policy. **(Transport Canada/Coast Guard and Scouts Canada recommends that approved PFDs be worn at all times while participating in watercraft activities.)**
- (v) Members taking part in watercraft activities must have a knowledge of hypothermia, its symptoms and treatment.

### **10006.8 – Swimming:**

When Scout Councils/Groups provide swimming programs/activities, it is their responsibility to ensure that the person(s) in charge is competent to operate a swimming program/activity in the waters to be used, and ensure that Scouts Canada's procedures are adhered to.

When Sections provide swimming programs/activities, it is the responsibility of the Group Committee to ensure that the person(s) in charge is competent to operate a swimming program/activity in the waters to be used and to ensure that the regulations that follow are observed.

During any swim period (except in public regulated pools), the following must be met:

- (i) Before beginning a swim period, the safety of the swim area shall be established.
- (ii) At least one water activity supervisor for every ten (10) swimmers must be on duty.

- (iii) The minimum qualification for youth members who are acting as water activity supervisors is the Bronze Cross and they must be a minimum of 16 years of age.
- (iv) Water activity supervisors should be identified to the swimmers prior to the commencement of swimming activities, and suitable attire is to be worn by the supervisors while on duty.
- (v) Suitable rescue and reaching aids must be available at all times.
- (vi) All swim groups must be organized under the paired “buddy system”.
- (vii) The physical condition and swimming ability of each member should be known by the water activity supervisor before the activity/program begins.
- (viii) Water activity supervisors are to be positioned within easy reach of swimmers.
- (ix) No member shall be permitted to swim unless under responsible supervision.
- (x) Each swim period shall be under the supervision of a qualified person to whom the water activity supervisor is responsible.

#### **10006.9 – Recognized Agencies:**

The following agencies are formally recognized by Scouts Canada as an authority in their respective fields:

- Canadian Red Cross Society (Swimming)
- The Lifesaving Society (Lifesaving)
- St. John Ambulance (First Aid).

#### **10007 – ACCEPTABLE PRACTICES FOR SPECIFIC OUTDOOR SCOUTING ACTIVITIES**

This section provides information relating to specific activities. This material should be used in addition to the material found previously.

##### **10007.1 – Hiking and Backpacking:**

###### **(i) - General:**

Hiking and backpacking activities may combine a number of other skills found in other sections so those will apply accordingly.

###### **(ii) - Planning and Research:**

Leaders have contingency plans for emergency campsites in the event that an emergency or change of route plan requires them.

###### **(iii) - Environment:**

Campsites, shelters, tarps, and hammocks are utilized in a manner so as to limit impact on the environment. In most circumstances, the use of tents, tarps, or hammocks rather than constructing shelters from surrounding resources are the least invasive methods of providing shelter. There are exceptions, including: a) snow igloos or quinzhees in winter settings, and b) emergency situations. When there is a choice, tents and tarps are set up on sand, duff, or mineral soil and not vegetated areas. Hammocks are hung from trees sturdy enough not to be pulled down or scarred. When the shelter is taken down, the area appears to be in its natural state.

### **10007.2 – Camping:**

Camping may combine a number of other skills found in other sections, so those will apply accordingly.

#### **(i) - General:**

Campsite selection is conducted appropriately. Leaders choose safe and appropriate sites for setting up camps or teach participants how to choose and set up safe and appropriate low impact campsites.

#### **(ii) - Environment:**

Leaders select routes and campsites where impact to the environment is minimal and all garbage and waste is disposed of, or packed out, following a “Leave No Trace” philosophy. Campsites, shelters, tarps, and hammocks are utilized in a manner so as to limit impact on the environment. In most circumstances, the use of tents, tarps, or hammocks rather than constructing shelters from surrounding resources are the least invasive methods of providing shelter. There are exceptions, including: a) snow igloos or quinzhees in winter settings, and b) emergency situations. When there is a choice, tents and tarps are set up on sand, duff, or mineral soil and not vegetated areas. Hammocks are hung from trees sturdy enough not to be pulled down or scarred. When the shelter is taken down, the area appears to be in its natural state.

### **10007.3 – Initiative Games and Problem-Solving Exercises:**

#### **(i) - General:**

The location is appropriate for the initiative activities that are planned. Leaders are aware that proper environmental conditions are critical for fostering the appropriate conduct of initiative activities, as well as for enhancing the educational possibilities.

#### **(ii) - Leadership:**

Appropriate supervision is provided for initiative games and problem-solving exercises. Leaders follow the current and standard practices for initiative games and problem-solving exercises. Some conditions may necessitate specific and direct observation and instruction by staff. Supervision is implemented accordingly.

#### **10007.4 – Orienteering:**

Orienteering may combine a number of other skills found in other sections, so those will apply accordingly.

**(i) - General:**

Leaders are familiar with the orienteering course. Leaders understand the conditions of the terrain and the educational possibilities for the participants. Leaders are aware that familiar terrain can change as a result of weather or other natural phenomena, and that the activity often involves off-trail obstacles such as swamps, streams and dense underbrush.

**(ii) - Leadership:**

Adequate supervision is provided for orienteering. While the goal of orienteering is to have participants follow a course on their own, some conditions may necessitate specific and direct observation by staff. Supervision is implemented accordingly.

#### **10007.5 – Bicycle Touring:**

Bicycle touring may combine a number of other skills found in other sections, so those will apply accordingly.

**(i) - General:**

Leaders are familiar with the roads and areas where participants will be riding. Appropriate methods of pre-site investigation are conducted by leaders in order to understand the road conditions, rules, regulations, potential route variations, and educational possibilities of the biking area. The factors guiding the investigation include but may not be limited to: a) participants' abilities; b) leaders' knowledge of the area; c) difficulty of the riding conditions of the road. The method may range from having actually biked the road to consulting guidebooks, trail research, and input from other leaders.

**(ii) - Leadership:**

Adequate supervision is provided for bicycle touring. Factors governing supervision include, but may not be limited to: a) level of traffic congestion; b) length of the bike ride; c) goal of the riding experience; d) number of multiple roads and intersections; e) when to walk and not to ride due to dangerous conditions (e.g., crossing busy intersections, through congested parking lots, or other unregulated traffic areas); f) inclement weather; g) proper positioning of participants and staff. Some of these conditions may necessitate direct visual observation by staff.

**(iii) - Planning and Research:**

Leaders have knowledge and locations of all medical facilities en route, and the ability to contact support personnel. Motorized support vehicles are used with

certain groups (especially beginners) for long distances in remote areas, and in areas with heavy traffic.

**(iv) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity. This includes but may not be limited to: food, clothing, footwear and equipment, etc. Participants and leaders wear helmets, appropriate clothing, and other protective gear appropriate for the conditions. Other items may be appropriate for the conditions, including but not limited to: gloves, reflective vests, seat padding, protective eyewear, rear view mirrors, and rear mounted antennae with reflective flag. Participants have or are outfitted with bicycles that are appropriately designed and fitted. Bicycles are structurally sound and in good repair, have adequate gears, gear ratios and brakes.
2. Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. This includes but may not be limited to: a) the proper inflation of tires; b) properly adjusted brakes; c) appropriate lubrication and adjustment of bearings; d) appropriate replacement of chains; and e) safety check before leaving on a trip.
3. Appropriate measures are taken to ensure that participants have adequate nourishment and water appropriate for the activity. Because dehydration and fatigue can happen quickly in this activity, and can go unnoticed as a result of conditions, all bikes must have the means of carrying water.
4. The program follows an appropriate inspection schedule for equipment and associated protective gear. Inspections are conducted prior to participant use. Inspections of bikes during appropriate intervals (e.g., daily) can help to prevent potential equipment breakdowns. Such inspections may include but may not be limited to checking: a) wheels; b) bottom brackets; c) pedals; d) headset; e) brakes; f) wheel trueness; and g) bolts.

**(v) - Conducting The Activity:**

1. Participants bike at appropriate levels of control and speed. The speed at which participants can safely travel is influenced by factors including, but not limited to: a) road conditions; b) level of traffic congestion; c) participant skill level. Travel speeds are set according to these conditions.
3. If programming is conducted at night or during other diminished conditions, it is limited to appropriate times, and appropriate safety precautions are in place. If cyclists must travel during times of diminished vision, appropriate lighting, clothing, and reflection is used. While bike touring should be limited to appropriate visual conditions, there are times when travel under limited vision occurs, such as fog, dawn, dusk, or times where it may be safer to continue

than to stop. If night riding occurs, participants are informed of potential dangers, and appropriate steps are taken to reduce the hazards that exist.

### **10007.6 – Mountain Biking:**

Mountain biking may combine a number of other skills found in other sections, so those will apply accordingly.

#### **(i) - General:**

Leaders are familiar with the trails and areas where participants will be riding. Appropriate methods of pre-site investigation are conducted by staff in order to understand the trail conditions, rules, regulations, potential route variations, and educational/therapeutic possibilities of the biking area. The factors guiding the investigation include but may not be limited to: a) participant's abilities; b) staff knowledge of the area; c) difficulty of the riding conditions of the trail. The method may range from having actually ridden the trail to consulting guidebooks, trail research, and input from other staff.

#### **(ii) - Leadership:**

Adequate supervision is provided for mountain biking. This includes, but may not be limited to: a) participant ability; b) difficulty of terrain; c) length of the bike ride; d) goal of the riding experience; e) number of multiple trails and intersections; f) proper positioning of staff and participants; g) when not to ride due to dangerous conditions; h) appropriate staggering of cyclists; and i) weather conditions. Some of these conditions may necessitate direct visual observation by staff. It is also recognized that mountain bikers use trails where they will encounter other bikers, horseback riders, hikers, and other users. Participants are informed as to how to interact with such users.

#### **(iii) - Planning and Research:**

Leaders have knowledge and locations of all medical facilities en route, and the ability to contact support personnel. Motorized support vehicles are used with certain groups (especially beginners) for long distances in remote areas, and in areas with heavy traffic.

#### **(iv) - Equipment, Nutrition And Hygiene:**

1. Participants have, or are provided with, a list identifying: the appropriate food, clothing, equipment and footwear for each activity. Participants and leaders wear helmets, appropriate clothing, and other protective gear appropriate for the conditions. Other items may be appropriate for the conditions, including but not limited to: gloves, reflective vests, seat padding, protective eyewear, rear view mirrors, and rear mounted antennae with reflective flag. Participants have, or are outfitted with, bicycles that are appropriately designed and fitted. Bicycles are structurally sound and in good repair, have adequate gears, gear ratios and brakes.

2. Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. This includes, but may not be limited to: a) the proper inflation of tires; b) properly adjusted brakes; c) appropriate lubrication and adjustment of bearings; d) appropriate replacement of chains; and e) safety check before leaving on a trip.
3. Appropriate measures are taken to ensure that participants have adequate nourishment and water appropriate for the activity. Adequate levels of food and water are supplied for participants including pure water or a pure water source. It is understood that the amount of water and food will vary depending on the activity, length of activity, type of terrain and environment, time of year and the weather, which could be encountered. Also, because dehydration and fatigue can happen quickly in this activity, and can go unnoticed as a result of conditions, all bikes must have the means of carrying water.
4. The program follows an appropriate inspection schedule for equipment and associated protective gear. Inspections are conducted prior to participant use. Inspections of bikes during appropriate intervals (e.g., daily) can help to prevent potential equipment breakdowns. Such inspections may include but may not be limited to checking: a) wheels; b) bottom brackets; c) pedals; d) headset; e) brakes; f) wheel trueness; g) bolts.

**(v) - Environment:**

The leaders and participants respect other campers, hikers, cyclists and any wildlife that they may encounter. This includes, but may not be limited to: a) establishing location of camps in group camping areas where possible; b) keeping noise levels to a reasonable level and establishing “quiet hours”; c) sharing the trail and allowing other hikers or cyclists to pass; d) not harassing or feeding wildlife; and e) cycling only on trails designated for cyclists.

**(vi) - Conducting The Activity:**

1. Participants proceed at a pace that is appropriate for all members of the group and will reasonably prevent injury or illness. Participants bike at appropriate levels of control and speed. The speed at which participants can safely travel is influenced by factors including, but not limited to: a) road conditions; b) level of traffic congestion; and c) participant skill level. Travel speeds are set according to these conditions.
2. If programming is conducted at night or during other diminished conditions, it is limited to appropriate times, and appropriate safety precautions are in place. If cyclists must travel during times of diminished vision, appropriate lighting, clothing, and reflection is used. While mountain biking is limited to appropriate visual conditions, there are times when travel under limited vision occurs, including fog, dawn and dusk. If night riding occurs,

participants are informed of potential dangers, and appropriate steps are taken to reduce the hazards that exist.

### **10007.7 – Artificial Wall Climbing:**

Artificial wall climbing may combine a number of other skills found in other sections, so those will apply accordingly.

#### **(i) - General:**

The program uses or has constructed an artificial climbing wall with hard and soft materials which meet accepted standards. Considerations include but are not limited to: a) the site or existing structure can accommodate the additional loads of an artificial climbing structure; b) the climbing structure conforms to local zoning requirements and building codes; c) the design of the climbing structure is appropriate for the site; d) the climbing structure is designed and constructed to withstand the loads and forces acting on all components; e) the structure was constructed using appropriate construction materials and techniques; f) the structure incorporates an appropriate impact-absorbing surface at the base; and g) all soft materials conform to appropriate standards and are of the appropriate type and strength for their intended use.

#### **(ii) - Leadership:**

1. Leaders are familiar with the activity areas and the type of terrain where the activities are to be conducted, and can adapt to changing conditions. Even though many programs have relied upon outside contractors to construct their artificial walls, leaders should have an appropriate working knowledge of the accepted standards for the construction and conduct of activities on artificial walls. Appropriate staff need to know the following terminology and accepted usage and standards associated therewith: a) safe working load (SWL); b) minimum breaking strength (MBS); c) carabineers (kinds, materials, strengths); d) pulleys (kinds, sizes, strengths); e) belay devices (kinds, materials, strengths); f) static and dynamic belay methods; g) belay anchors; and h) harnesses (kinds, materials, strength).
2. The climbs selected are appropriate for the level of participant's skills. The training area and routes selected are within the physical and psychological capabilities of participants. Participants are not put on routes that are beyond their level of physical and psychological readiness.

#### **(iii) - Planning and Research:**

1. Appropriate inspection of the climbing wall is conducted prior to programming, and adjustments are made accordingly.

2. Adequate instruction is provided for artificial wall climbing. This includes, but is not limited to: a) belaying techniques; b) belay signals; c) lowering technique; and d) protection.
3. Participants are instructed how to spot for each other when appropriate. Because learning how to support and protect someone's head and upper body when he/she is falling can prevent serious injury, this technique is taught before any climbing is done unroped and, therefore, unbelayed. The maximum height for climbing above the spotter is at the spotter's shoulder height. Participants are also taught the difference between spotting and catching.
4. Appropriate knots are used for all tie-in situations. Climbing knots appropriate for the ends, middle, and tying two ends together are used. The knots used are appropriate for the application and the material being tied.
5. Participants are tied in correctly. Rope is tied in directly to a properly fastened harness. The climbing rope is properly threaded through the harness and tied with a figure eight follow through and back-up knot or other appropriate knot and back-up. In certain situations, a bowline or bowline on a coil may be used to tie directly into the rope.

**(iv) - Conducting The Activity:**

1. Participants climb at an appropriate level of control and speed. This includes but may not be limited to ensuring that participants climb no faster than the belayer can take in rope.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place. Appropriate precautions are taken for the use of outdoor climbing structures in diminished conditions.
3. Appropriate safety procedures are followed for artificial wall climbing. Safety procedures include, but may not be limited to; a) attention to falling objects or climbers; b) spotting techniques; c) assessment of competency with rope and belay systems; d) helmet use; e) assessment of effective harness use; and f) harness tie in. Leaders are aware that helmets are not a requirement for artificial climbing walls. Helmets are constructed to protect one's head from falling objects rather than from actually falling.

**(v) - General Guidelines:**

Should a Council/Group decide to lease, construct or purchase a climbing wall to be used for Scouting activities, the following points must be considered and guidelines followed:

- Who built (or will build) the wall? Who is setting the climbing wall up and tearing it down? A diagram of the wall must be obtained, along with the designing engineer's certification
- Is there a checklist? Is there some type of safety backup?
- What safety equipment will the participants be using?
- How many participants are anticipated?
- The wall itself needs to be described as to how it is attached. What type of hand-holds are used. The bolts attaching the hand-holds need to be described as to grade, hardness and size. The belay points and the top rope anchor points need to be described as to type of construction, the top rope anchor points need to have redundant or fail safe back-up system - at least one. Example, bolts with chain that would be attached at separate points that would catch if the eye-bolt failed. The whole structural system needs to be signed off by an engineer, architect, or another qualified individual as to its structural soundness and safeness, so as not to collapse on the participants or bystanders.
- Surface under the climbing wall (base); recommended is a minimum of four (4) inches of rubber covered athletic mat extending from the wall surface to at least six (6) feet. Eight (8) feet with walls over twenty (20) feet. Alternate one (1) is very uniform gravel. Round pea-gravel with a minimum depth recommended no less than twelve (12) inches. Alternate two (2) is twelve inches shaved rubber tires. The belay anchoring points must be provided and described. Method of training belayers must be described with the number of hours required for belayers observed to be approved. Record keeping system must be described for recording and keeping track of climbers and belayers. All climbers, belayers and users who are not registered members of Scouts Canada must first sign an Individual Release and Hold-Harmless Agreement. Helmets must be worn by all climbers. Telephone communications for 911 emergency rescue of any injured participant must be readily available and marked with appropriate markings so anyone can locate and use. On-site visual manager must be described as to method of securing climbing wall to prevent climbing during unattended time. Discussion necessary as to under what conditions, non-topped roped non-belayed climbing will be allowed and to what height. Recommended no higher than shoulder height of spotter. Six (6) feet recommended if this is allowed, painted line not to exceed across line with the climber's feet on penalty of not climbing there anymore. Number of rental helmets or free gratis helmets available to be disclosed in said paperwork. Any additional or other equipment furnished such as shoes, harness, etc. to be listed and described. Type of tie-in to be described and listed. For example, figure 8 retrace with half prussic safety knot.

## **10007.8 – Top Rope Rock Climbing**

Top rope climbing may combine a number of other skills found in other sections, so those will apply accordingly.

### **(i) - General:**

Leaders are familiar with the climbing site and have inspected the routes before participants climb. Leaders investigate the climbing site to determine the current conditions as well as the educational and/or therapeutic possibilities. Because environmental conditions can change familiar terrain, a site inspection is conducted to confirm whether or not to use the routes on a given program day. Considerations include, but are not limited to: new rockfall, loose rocks, blow-down trees, nesting birds, or stinging insects such as bees. Leaders who are supervising participants have led the climbs themselves.

### **(ii) - Leadership:**

1. The routes selected are appropriate for the level of participant's skills. The training area and routes selected are within the physical and psychological readiness of the participants.
2. Adequate supervision is provided for top rope climbing. Staff maintain contact with participants that will allow them to confirm that knots, harnesses, belaying, and anchors are being used properly.

### **(iii) - Planning and Research:**

1. Adequate instruction is provided for top rope climbing. Participants are instructed how to spot for each other when appropriate. Because learning how to support and protect someone's head and upper body when he/she is falling can prevent serious injury, this technique is taught before any climbing is done unroped and, therefore, unbelayed. The maximum height for climbing above the spotter is at the spotter's shoulder height. Participants are also taught the difference between spotting and catching.
2. Appropriate knots are used for all tie-in situations.
  - (a) Climbing knots appropriate for the ends, middle, and tying two ends together are used. The knots used are appropriate for the application and the material being tied. Participants are tied in correctly.
  - (b) Rope is tied in directly to a properly fastened harness. The climbing rope is properly threaded through the harness and tied with a figure eight follow through and back-up knot or other appropriate knot and back-up. In certain situations, a bowline on a coil may be used to tie directly into the rope.

**(iv) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity. This includes, but may not be limited to: food, clothing, footwear and equipment, etc. Helmets are required for climbing. Manufactured harnesses, slings, carabineers, and any other gear must be designed for climbing. Nylon webbing may be used for harnesses and slings, but must have adequate tensile strength.
2. Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. Care of ropes and slings includes but is not limited to: a) storing in dark, dry place, b) avoiding unnecessary exposure to light; c) using only for climbing activities; d) protecting ropes from sharp edges and contact with corrosive and acid-based products; e) protecting ropes from abrasion from dirt and avoiding stepping on ropes when possible; f) washing ropes regularly; and g) ropes are not left tightly knotted or stretched longer than necessary. Participants are taught to check ropes for damage when coiling. Rope logs report on the ways in which the rope was used, i.e. date first put into service, date of use, type of activity, falls, etc.

**(v) - Conducting The Activity:**

1. Participants climb at an appropriate level of control and speed. This includes but may not be limited to ensuring that participants climb no faster than the belayer can take in rope.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.
3. Appropriate safety procedures are followed for top rope climbing. Safety procedures include, but are not limited to: a) attention to falling objects or climbers; b) spotting techniques; c) assessment of competency with rope and belay systems; d) helmet use; e) assessment of effective harness use, harness tie in; f) participants tying in if needed; g) walking ascent and descent of the climbing site; and h) edge behaviour and appropriate boundaries.

**10007.9 – Rappelling:**

Rappelling may combine a number of other skills found in other sections, so those will apply accordingly.

**(i) - General:**

Leaders are familiar with the rappelling area and have visually inspected and cleaned it before participants rappel. Leaders investigate the rappelling site to determine the current conditions as well as the educational and/or therapeutic possibilities. Because environmental conditions can change familiar terrain, a

site inspection is conducted to confirm whether or not to use the site on a given program day.

Considerations include, but are not limited to: new rockfall, loose rocks, run-off, blow-down trees, nesting birds and stinging insects such as bees. Staff who are supervising participants have done the rappels themselves.

**(ii) - Leadership:**

1. The rappels selected are appropriate for the level of the participant's skills. The rappels selected are within the physical and psychological capabilities of participants. Participants are not put on routes that are beyond their level of physical and psychological readiness.
2. Adequate supervision is provided for rappelling. Leaders maintain contact with participants that will allow them to confirm that knots, harnesses, belaying, and anchors are being used properly.

**(iii) - Planning and Research:**

1. Adequate instruction is provided for rappelling. While there are many procedures that are similar to rock climbing, there are specific areas of concern that rappelling leaders are aware of. These include, but are not limited to: a) the use of appropriate gear, such as figure of eight descenders and locking carabineers; b) ensuring that loose clothing, equipment and hair will not become lodged in rappelling devices; and c) appropriate signals for rappelling are used.
2. Appropriate knots are used for all tie-in situations. Climbing knots appropriate for the ends, middle and tying two ends together are used. The knots used are appropriate for the application and the material being tied.
3. Participants are tied in correctly. Rope is tied in directly to a properly fastened harness. The climbing rope is properly threaded through the harness and tied with a figure eight follow through and back-up knot or other appropriate knot and back-up. In certain situations, a bowline or bowline on a coil may be used to tie directly into the rope.

**(iv) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity. This includes, but may not be limited to: food, clothing, footwear and equipment, etc. Helmets are required for climbing. Manufactured harnesses, slings, carabineers, and any other gear must be designed for climbing. Nylon webbing may be used for harnesses and slings, but must have adequate tensile strength.

2. Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. Care of ropes and slings includes but is not limited to: a) storing in dark, dry places; b) avoiding unnecessary exposure to light; c) using only for climbing activities; d) protecting ropes from sharp edges and contact with corrosive and acid-based products; e) protecting ropes from abrasion from dirt and avoiding stepping on ropes when possible; f) washing ropes regularly; g) ropes are not left tightly knotted or stretched longer than necessary. Participants are taught to check ropes for damage when coiling. Rope logs report on the ways in which the rope was used, i.e. date first put into service, date of use, type of activity, falls, etc.

**(v) - Conducting The Activity:**

1. Participants rappel at an appropriate level of control and speed. This includes but may not be limited to insuring that participants do not damage equipment or rope due to their rate of descent.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.
3. Appropriate safety procedures are followed for rappelling. Safety procedures include, but may not be limited to: a) appropriate and adequate rappelling and belaying equipment; b) climbing site supervision especially in regards to edge behaviour, falling objects and walking around the site; c) signals or other forms of communication; d) anchors; e) belays; f) use of helmets; g) rappel and belay technique is appropriate and adequate; h) supervision of tie-in process.

**10007.10 – Caving:**

Caving may combine a number of other skills found in other sections, so those will apply accordingly. Advanced caving techniques can include the use of other adventure skills such as technical climbing, rappelling, or water activities. Safety procedures for these techniques, with appropriate adaptations for caving, are followed.

**(i) - General:**

Leaders are familiar with the caving site. A pre-site investigation conducted by the leaders is necessary to understand the physical conditions as well as the educational/therapeutic possibilities of the caving site. Staff are aware of any recent hazardous environmental conditions such as surface rain storms.

**(ii) - Leadership:**

1. The caves selected are appropriate for the level of participants' skills.

2. Appropriate plans of supervision are in place for caving. These include, but may not be limited to: a) stopping to conduct a head count at all major junctions; b) implementing a “buddy system”; and c) participants staying between a scout (first caver) and sweep (last caver). Some of these conditions may necessitate specific and direct visual observation by the leaders.

**(iii) - Planning and Research:**

1. Adequate instruction is provided for caving. Participants have been instructed how to spot for each other when appropriate. Appropriate knots are used for all tie-in situations. Climbing knots appropriate for the ends, middle and tying two ends together are used. The knots used are appropriate for the application and the material being tied.
2. Participants are tied in correctly if needed. Rope is tied in directly to a properly fastened harness. The climbing rope is properly threaded through the harness and tied with a figure eight follow through and back-up knot or other appropriate knot and back-up. In certain situations, a bowline or bowline on a coil may be used to tie directly into the knot.

**(iv) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity. This list includes, but may not be limited to: food, clothing, footwear and equipment etc. Helmets and lights are required. Each participant should have a minimum of three sources of lighting. Other equipment includes but may not be limited to: a) cave map; b) food; c) clothing - overalls, gloves, appropriate boots; d) individual first aid kit; e) knee pads, f) candles; g) compass; h) spare batteries and bulbs; i) survival kits; and j) dust masks.
2. Leaders have demonstrated the ability to properly select, use and maintain equipment appropriate for the activity. Care of ropes and slings includes but is not limited to: a) storing in a dark, dry place, b) avoiding unnecessary exposure to light; c) using only for climbing activities; d) protecting ropes from sharp edges and contact with corrosive and acid-based products; e) protecting ropes from abrasion from dirt and avoiding stepping on ropes when possible; f) washing ropes regularly; and g) ropes are not left tightly knotted or stretched longer than necessary. Participants are taught to check ropes for damage when coiling. Rope logs report on the ways in which the rope was used, i.e. date first put into service, date of use, type of activity, falls, etc.
3. Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. Appropriate rescue gear includes but may not be

limited to: a) a full length static rope; b) wire ladders; c) ascenders; d) necessary anchors; e) carabineers; and f) pulleys. There is enough water, food, and extra clothing for at least 24 hours beyond the intended stay in the cave for situations such as getting lost or injury.

**(v) - Conducting The Activity:**

1. The caving proceeds at a pace that is appropriate for members of the group, and that will reasonably prevent injury.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.
3. Appropriate safety procedures are followed. The minimum number of cavers in a group is recommended at three to four people for safety reasons. The maximum number of cavers is typically six to ten and should seldom exceed 15 for conservation reasons. Appropriate efforts are made to keep participants out of obvious areas of hazard.

**10007.11 – River Crossings:**

River crossings may combine a number of other standards found in other sections, so those will apply accordingly.

**(i) - General:**

Program leaders are familiar with the type of river crossing to be attempted. River currents and beds change with seasons and weather. Leaders should be familiar with the particular rivers they intend to cross, or may have to cross, and be able to “read” them on-site. Considerations include, but are not limited to: a) configuration of the river; b) downstream hazards; c) depth of water; d) water temperature; e) rate of flow; f) time of day; g) opacity of water; h) composition of the bottom and footing; i) condition of the participants; j) rescue options in the event of losing control and being taken downstream; and k) good visual contact with probable deposition zones.

**(ii) - Leadership:**

1. River crossing sites selected are appropriate for the level of participant skills.
2. Adequate supervision is provided for river crossings. Program goals, expectations, curriculum, sequence of training and specific crossing variables will determine appropriate levels of leader supervision. These variables include but may not be limited to: a) configuration of the river; b) downstream hazards; c) depth of water; d) water temperature; e) rate of flow; f) time of day; g) opacity of water; h) composition of the bottom and

footing; i) condition of the participants; j) rescue options in the event of losing control and being taken downstream; and k) good visual contact with probable deposition zones. When conditions warrant, there is one leader on each side of the river before participants are allowed to cross.

**(iii) - Planning and Research:**

1. Adequate instruction is provided for river crossings. There are explicit educational or instructional objectives for this activity addressing skills taught, participant standards of performance, and appropriate assessment of participant skills.
2. Leaders are aware of participants' swimming ability, strength, and balance relative to the chosen crossing. River crossings where swimming, using a pole, a rope or human linkage, and/or belaying may be needed require a level of strength and skill that should be assessed before attempting to cross.
3. Experiences are sequenced appropriately and appropriate warm up activities are conducted prior to this activity.

**(iv) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity. This list includes, but may not be limited to: a) ropes; b) slings; c) carabineers; d) throw bags; and e) personal gear for the kind of crossing which may be encountered.
2. Personal items include but may not be limited to: a) waterproof bags; b) extra clothes; c) boots and lightweight shoes; d) helmets; and e) gloves.

**(v) - Conducting The Activity:**

1. An appropriate pace is set that will reasonably prevent injury.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.
3. Appropriate safety procedures are conducted for river crossings. Leaders have appropriately assessed the hazards of the river before participants are allowed to cross, especially if participants cross before leaders. Because conditions change so frequently, it is essential that staff are aware of the immediate conditions in order to judge the difficulty of the crossing at hand.

**10007.12 – Snowshoeing:**

Snowshoeing may combine a number of other standards found in other sections, so those will apply accordingly.

**(i) - Leadership:**

Adequate supervision is provided for snowshoeing. Factors that determine supervision plans include, but may not be limited to: a) participants' ability; b) difficulty of terrain; c) length of the route; d) goal of the experience; and e) environmental conditions. Some of these conditions may necessitate specific and direct visual observation by the leader and supervision should be implemented accordingly.

**(ii) - Equipment, Nutrition and Hygiene:**

Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. Items in the repair kit may include but are not limited to: a) spare parts and bindings; b) wire; c) screwdrivers; d) pliers; e) tape.

**(iii) - Conducting The Activity:**

1. Participants travel at a pace appropriate for all members of the group and that will reasonably prevent injury or illness. The appropriate travel speed is influenced by factors that include but may not be limited to: a) participants' physical condition; b) environmental conditions; and c) participant skill level.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.

4. Appropriate safety procedures are followed for snowshoeing.

**10007.13 – Cross-Country Skiing and Backcountry Skiing:**

Cross-country and back country skiing may combine a number of other standards found in other sections, so those will apply accordingly.

**(i) - Leadership:**

Participants are provided with adequate supervision for cross-country and backcountry skiing.

**(ii) - Planning and Research:**

Participants are provided with adequate instruction for cross-country and backcountry skiing. This may include, but is not limited to: a) layering clothing; b) fitting foot and hand wear for maximum circulation; c) sizing skis and poles properly; d) high energy food and ample liquid; e) ski preparation and technique for varying terrain and snow conditions; and f) improvising shelters and evacuation sleds. (Participants on short day ski adventure programs are not routinely taught how to make improvised litters and shelters).

**(iii) - Equipment, Nutrition and Hygiene:**

Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. The items in the kit may include but are not limited to: a) spare ski tips; b) pole shaft and baskets; c) spare bindings; d) wire; e) screwdrivers; f) pliers; g) tape.

**(iv) - Conducting The Activity:**

1. A pace is set that is appropriate for all members of the group and that will reasonably prevent injury or illness.
2. If programming is conducted in diminished conditions, it is limited to appropriate times, and appropriate safety precautions are in place.
3. Appropriate safety procedures are followed for cross country and back country skiing.

**10007.14 – Expeditions and Remote Wilderness Travel:**

This kind of travel may include off trail hiking above and below tree line, in all conditions and environments. Many of the standards for other activities encountered will apply here. See those standards for appropriate explanations.

**(i) - General:**

Expeditions and remote wilderness travel can be major undertakings where assistance might be delayed or perhaps unavailable. Groups may need to be self-sufficient for long periods and may need to be resupplied more than once.

**(ii) - Leadership:**

Adequate supervision is provided for the activity. Factors that determine the level of supervision include but may not be limited to: a) participants' skills and abilities; b) difficulty of terrain; c) length of the trip; d) goal of the experience; and e) environmental conditions. Some of these conditions may necessitate specific and direct visual observation and supervision by the leaders.

**(iii) - Planning and Research:**

Adequate instruction is provided for expeditions and remote wilderness travel.

**(iv) - Conducting The Activity:**

1. A pace is set that is appropriate for all members of the group and which will reasonably prevent injury or illness. Factors that determine the pace include, but may not be limited to: a) participants' physical condition; b) environmental conditions; c) terrain; d) participants' skill level.
2. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place.

3. Appropriate safety procedures are followed for expeditions and remote wilderness travel. Participant groups are only allowed to make unaccompanied expeditions when the group has successfully demonstrated appropriate skills, has shown appropriate judgment, and has other critical qualities including appropriate physical and psychological readiness. Skills requiring direct, specific supervision are not included in the unaccompanied expedition itinerary. These skills include technical skills beyond the level of the participants, for example: major water crossings or roped climbing.
5. Unaccompanied groups have a minimum of four participants. Leaders who make the decision to allow a group to be unaccompanied should have experience in making such decisions. Criteria for unaccompanied expedition groups include, but may not be limited to: a) if plans are made by the participants, they are approved by the leaders; b) the unaccompanied expedition does not cover terrain more hazardous than previously encountered by the participants; c) routes for unaccompanied expeditions are through terrain familiar to the leaders; d) prior to the unaccompanied expedition, the leaders provide a briefing that includes safety considerations and emergency procedures; e) instructors monitor the unaccompanied group's progress periodically as needed. Methods for doing this include periodic accompaniment, "shadowing", daily personal contact, checkpoints, and written notices; f) skills requiring direct supervision, which includes technical skills beyond the level of the participants, such as major water crossings or roped climbing, are not included in the unaccompanied expedition itinerary; and g) the participants are informed of the proposed routes of the leaders, location of the base camp, and the routes of other groups that may also be conducting expeditions.

### **10007.15 – Flat Water Canoeing and Kayaking:**

This section includes operations in Tandem Canoe, Solo Canoe, and Kayaks. Flat water canoeing and kayaking may combine a number of standards found in other sections, so those will apply accordingly.

#### **(i) - Leadership:**

1. Leaders are aware of and comply with legal statutes as well as rules and regulations for PFDs.
2. Adequate supervision is provided for flat water canoeing and kayaking. Visual supervision is done for beginners and individuals unfamiliar with the activity area, or when participants could inappropriately deviate from the intended route.

**(ii) - Planning And Research:**

Adequate instruction is provided for flat water canoeing and kayaking. Some of the strokes include, but may not be limited to: a) power strokes; b) turning; c) corrective strokes; d) braces. Some of the maneuvers may include, but may not be limited to: a) spins; b) forward straight; c) reverse straight; d) sideslips or shifts; e) eddy turns or peelout; f) bracing; g) ferries; h) rolling.

**(iii) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity and conditions to be encountered. Factors that determine these items include, but may not be limited to: a) temperature of the water and air; b) the length of time participants may spend in the water; c) the degree of difficulty of the rapid; d) the experience level of the participant.
2. Leaders and participants have, or are provided with, and use appropriate Personal Floatation Devices (PFDs) for each water activity. Leaders are aware that the leading cause of any boating fatality stems from not wearing an appropriate, properly fitted PFD. Requirements for the PFDs include but are not limited to: a) appropriate numbers of PFDs available; b) PFDs meet the standards set by the Canadian Coast Guard; c) PFDs are the appropriate type (e.g. Type I, II, III, or IV PFDs), size, and fit for each user based on the type of activity, conditions and water craft used; d) buoyancy is sufficient to support the particular participant's weight; e) a safety check is conducted immediately prior to use; f) PFDs are in serviceable condition, including working clasps and zippers.
3. PFDs are cared for in an appropriate manner. This includes but may not be limited to: a) wet PFDs are allowed to dry thoroughly before storing; b) storage is in a well-ventilated area.
6. The program follows an appropriate inspection schedule for PFDs. This includes, but may not be limited to a) inspections are conducted prior to participant use; b) all PFDs are tested annually for buoyancy.
5. The purchase or rental, maintenance and replacement of PFDs is properly conducted and recorded. This includes, but may not be limited to: a) purchaser/renter is aware of the type of PFDs required for the various water activities; b) maintenance is conducted according to manufacturer's recommendations; c) PFDs are replaced when they no longer perform as intended.
6. Leaders teach the appropriate use and fit of PFDs. This includes, but may not be limited to: a) participants are taught how to fit and fasten PFDs properly; b) participants are informed as to how their PFD works in the water under the conditions they are likely to experience; c) participants are taught to check PFDs prior to each use; d) participants are taught to bring

any damaged PFDs to the instructor's attention; e) PFDs are not altered or used in a manner for which they are not intended; f) participants are informed of and, when appropriate, practice the methods of swimming while wearing PFDs.

7. Leaders keep up-to-date on changes in technology for PFDs.
8. Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. Available rescue equipment includes: throw lines/throw bags, painter lines, grab loops, pulley and rope systems, repair kits.

**(iv) - Conducting The Activity:**

Appropriate safety procedures are followed for flat water canoeing and kayaking. This includes, but may not be limited to considering the water temperature in relation to the clothing, skills, and abilities of the participants to determine whether to enter the program area or not.

**10007.16 – White Water Canoeing and Kayaking:**

White water canoeing and kayaking may combine a number of other standards found in other sections, so those will apply accordingly.

**(i) - Leadership:**

Adequate supervision is provided for white water canoeing and kayaking. Visual observation is maintained when appropriate. Visual supervision is essential for beginners and individuals unfamiliar with the activity area, or when participants could deviate from the intended route in rapids. Leaders are available to supervise activities in white water activities. The nature of the overall supervision will be dictated by the conditions.

**(ii) - Planning and Research:**

1. Leaders have demonstrated that they have conducted thorough research appropriate to the nature of the activity. Considerations include locating appropriate put in areas, take out areas and access to safe transportation sites. The route is visually inspected and if necessary, cleared before entering the water. Inspection items include but are not limited to: a) water levels and flow rates; b) fallen trees and/or branches; c) obstacles. If any obstructions on the intended route are considered to be an unacceptable hazard and cannot be rectified, an alternate route is selected.
2. Adequate instruction is provided for white water canoeing and kayaking. Some of these strokes include but may not be limited to: a) power strokes; b) turning; c) corrective strokes; d) braces. Some of the maneuvers include but may be limited to: a) spins; b) forward straight; c) reverse straight; d) sideslips or shifts; e) eddy turns or peelout; f) bracing; g) ferries; h) rolling.

**(iii) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity and conditions to be encountered. Factors that determine these items include, but may not be limited to: a) temperature of the water and air; b) the length of time participants may spend in the water; c) the degree of difficulty of the rapid; d) the experience level of the participant.
2. Personal clothing to be considered include but may not be limited to: a) wet/dry suits; b) pile or fleece top and bottoms; c) appropriate booties or footwear; d) gloves; e) hats; f) wind-proof pants and jacket.
3. Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. Available rescue equipment includes but may not be limited to: throw lines/throw bags, painter lines, grab loops, pulley and rope systems, repair kits.

**(iv) - Conducting The Activity:**

Appropriate safety procedures are followed for white water canoeing and kayaking. The water temperature in relation to the clothing, skills, and abilities of the participants will determine whether to enter the program area or not. Storage of accessory gear is made secure to avoid a paddler's entanglement with ropes, rope systems, and other gear.

**10007.17 – Sea Kayaking:**

This activity may combine a number of standards found in other sections, so those will apply accordingly.

**(i) - Leadership:**

Adequate supervision is provided for sea kayaking. Convoys may require appropriate support boats and escorts when paddling in open stretches of water. The skill level of participants and the environmental conditions may preclude this activity even with an escort.

**(ii) - Planning and Research:**

Adequate instruction is provided for sea kayaking. Skills include but may not be limited to: a) boat construction; b) carrying boats; c) boat care and maintenance; d) weight distribution and loading; e) navigation skills; f) communication; g) rafting boat procedures; h) deploying sea anchors; i) appropriate strokes; j) appropriate maneuvers.

**(iii) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity and conditions to be encountered. Factors that determine

these items include but may not be limited to: a) temperature of the water and air; b) the length of time participants may spend in the water; c) the degree of difficulty of the conditions; d) the experience level of the participant.

2. Personal clothing to be considered include but may not be limited to: a) wet/dry suits; b) pile or fleece top and bottoms; c) appropriate booties or footwear; d) gloves; e) hats; and f) wind-proof pants and jacket.
3. Leaders have checked the participants to ensure that they are adequately equipped and prepared for the activity and the group has appropriate emergency and repair kits. Available rescue equipment includes but may not be limited to: throw lines/throw bags, painter lines, grab loops, pulley and rope systems, and repair kits.

**(iv) - Conducting The Activity:**

1. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place. Appropriate measures are taken to deal with high winds and seas, strong currents, strong tides, low visibility, lightning, etc. Unless there is an emergency, all paddling in diminished conditions should be done near shore.
2. Appropriate safety procedures are followed. These include, but may not be limited to: a) shore maneuvers; b) bracing techniques; c) basic sea operation procedures; and, d) rescue techniques. When traveling in a convoy, boats should be within a 50-yard perimeter of one another. During certain times of poor conditions, such as low visibility or high winds, this distance may be reduced, and staff may want boats close enough for verbal communication.

**10007.18 – Sailing:**

This activity may combine a number of other skills found in other sections, so those will apply accordingly.

**(i) - Planning and Research:**

Adequate instruction is provided for sailing. Participants have an appropriate understanding of the operation of the boat and associated equipment. Participants also have an appropriate understanding of sail handling and navigation principles.

**(ii) - Equipment, Nutrition and Hygiene:**

1. The program uses vessels that meet accepted Transport Canada/Coast Guard standards.
2. Appropriate inspection of the vessel is conducted prior to sailing and adjustments or repairs are made accordingly.

### **10007.19 – Power Boating:**

This activity may combine a number of other skills found in other sections, so those will apply accordingly.

#### **(i) - Leadership:**

At least one leader/adult has successfully completed recognized training appropriate to the activity or has demonstrated equivalent attitudes, skills and knowledge appropriate to the activity. Power boat operators must comply with Canadian Coast Guard regulations including operator competency requirements.

#### **(ii) - Planning and Research:**

Adequate instruction is provided for power boating. Participants have an appropriate understanding of the operation of the boat and associated equipment. Participants also have an appropriate understanding of power boat handling and overboard recovery procedures as well as navigation principles.

#### **(iii) - Equipment, Nutrition and Hygiene:**

1. The program uses vessels that meet accepted Transport Canada/Coast Guard standards.
2. Appropriate inspection of the vessel is conducted prior to use of power vessel and adjustments or repairs are made accordingly.

### **10007.20 – Power or Sail Cruising:**

This activity may combine a number of other skills found in other sections, so those will apply accordingly.

#### **(i) - Leadership:**

1. At least one leader/adult has successfully completed recognized training appropriate to the activity or has demonstrated equivalent attitudes, skills and knowledge appropriate to the activity. Power boat operators must comply with Canadian Coast Guard regulations including operator competency requirements.
2. Adequate supervision is provided for power or sail cruising. Factors that may determine the level of supervision include, but may not be limited to: a) participant's skills; b) length of cruise; c) the environmental conditions; d) location of cruise.

#### **(ii) - Planning and Research:**

Adequate instruction is provided for length of cruise. Skills include but may not be limited to: a) vessel construction; b) vessel care and maintenance; c) weight

distribution and loading; d) navigation skills; e) communication; f) rafting vessel procedures; g) deploying sea anchors; h) knowledge of local navigation hazards.

**iii) - Equipment, Nutrition and Hygiene:**

1. Participants have, or are provided with, a list of appropriate items required for the activity conditions to be encountered. Factors that may determine these items include, but may not be limited to: a) temperature of the water and air; b) the length of time participants may spend on the water; c) the degree of difficulty of the conditions; and d) the experience level of the participants.
2. Personal clothing to be considered include but may not be limited to: a) hats; b) wind/water-proof jackets and pants; c) gloves; d) sunglasses; e) sun-block; and f) whistle attached to PFD.
3. The program uses vessels that meet accepted Transport Canada/Coast Guard standards.
4. Appropriate inspection of the vessel is conducted prior to use of power vessel and adjustments or repairs are made accordingly.
5. Leaders have checked and equipped each vessel to meet accepted Transport Canada/Coast Guard safety and rescue equipment standards for size and type of vessel.

**(iv) - Conducting The Activity:**

1. If programming is conducted in diminished conditions, it is limited to appropriate times and appropriate safety precautions are in place. Appropriate measures are taken to deal with high winds and seas, strong currents, strong tides, low visibility, lighting, etc.
2. Appropriate safety procedures are followed. These include, but may not be limited to: a) rescue techniques; b) shorting and reefing sails; c) movement on board vessel in diminished conditions (use of lifelines). When cruising in convoy, vessels should be within a half a kilometer first to last vessel. Vessels should be able to communicate with each other by cb/vhf, or pre-determined hand signals/whistle signals.

**10007.21 – Car Rally Guidelines:**

Normal car races or rallies are considered high-risk activities and as such should not be approved as Scouting activities.

Scouts Canada's insurance brokers have explained that in the event of any automobile accident, the automobile owner's insurance is always, by law, first payer. However, all automobile policies contain under "Statutory Conditions", a clause prohibiting the use of vehicles "in any race or speed test". This, in effect, means that if a vehicle were involved in an accident while participating in a rally, the owner's insurance would probably not cover their vehicle or occupants.

With most rallies, it is necessary for participants to register at numerous checkpoints, and they are penalized if they are early or late. This in effect, makes the rally a "race or speed test".

Note: A rally where timing does NOT play any part in determining winners, and where there is absolutely no incentive for one participant to reach a checkpoint or finish the rally ahead of another participant, could be held as an approved Scouting activity. To hold such a rally, you must ensure that written instructions are given to all participants specifically stating that all rules of the road and traffic signs MUST be adhered to, including posted speed limits, and that timing does not play a part in the rally. The important thing is to avoid any "timing" restrictions, as these could be construed as being a "speed test".

Also, as car rallies are excluded on standard automobile policies, it should be pointed out in writing to owners of vehicles planning to participate in such an event that they should check with their automobile insurers to ensure their policies remain in effect for such an event.

## **10008 – CHALLENGE COURSE AND PIONEERING ELEMENT CONSTRUCTION – HIGH RISK ACTIVITIES**

### **Challenge Course and Pioneering Element Construction – High Risk Activities.**

Examples of these activities include climbing walls, high ropes courses, low and high elements, elements requiring a secondary or safety belay, and pioneering projects such as towers and burma bridges. Note the separate statement for zip wires/zip lines at the end of this section. Also please note the climbing wall supervision requirements statement at the end of this Section.

### **Structures at the group/section level (temporary and low volume)**

Construction – When constructing challenge course elements and pioneering projects leaders should consult appropriate resources and/or other skilled individuals and follow plans and instructions. Examples of appropriate resources include books such as *Scout Pioneering* and *Scout Pioneering in Town and Country* by John Sweet, available at your local Scout Shop.

Operation – Leaders will inspect and test the structure prior to use, and monitor its integrity during operation. Only skilled and knowledgeable individuals are to be involved in instructing participants.

### **Structures at the area/council level (temporary and high volume)**

Construction – Prior to construction, plans are to be approved by a knowledgeable person for that level of activity. Leaders wishing to construct challenge course elements and pioneering projects should consult appropriate resources and/or other skilled individuals and follow plans and instructions.

Operation – Leaders will inspect and test the structure prior to use, and monitor its integrity during operation.

### **Structures such as high ropes and challenge course element construction (permanent installations, low and high volume)**

Construction- Prior to construction, plans are to be approved by a knowledgeable person for that level of activity or approved by an engineer. A knowledgeable person will inspect the structure after construction

Operation - A regular maintenance record and documented annual inspection should be conducted. Staff/volunteers have appropriate skills and knowledge to conduct activities.

### **Zip wires/Zip lines:**

**All** zip wires/zip lines are now subject to the following:

The detailed construction/installation plans are to be prepared/reviewed and **approved by a qualified engineer** prior to the installation;

The same engineer is to **inspect and approve the completed installation** prior to the use of the apparatus;

All such installations are to **be completed by a qualified outside (third party) contractor** who is to provide Scouts Canada with proof of their General Liability insurance, naming Scouts Canada as an additional insured, and providing the required Hold Harmless/Indemnification agreement. In certain circumstances, installation by our own qualified staff and/or volunteers who possess the appropriate skills will be considered upon submission of the specific details and necessary engineering plans to the Risk Manager.

**Inspection** – In addition to an annual inspection by a qualified engineer, a specific set of daily inspections and procedures should be conducted. Prior to the start of each period of operation, the following should be completed:

- A visual inspection of the cable of wear;
- A visual inspection of each pulley for wear;
- A visual inspection of all ropes for wear;
- A visual inspection of the connection points of the cable at each end to ensure that they are properly connected.

At the end of each activity period, each cable is secured in such a manner that unauthorized use is not possible.

**Operation** – Only skilled staff/volunteers and knowledgeable resources individuals are to be involved in instructing and supervising participants.