

## Outdoor Pursuits – guidance notes for groups

Please note the following information has been summarised from current relevant legislation and is only intended as a guide; Full details & guidance can be obtained from the relevant authority.

### ADVENTURE ACTIVITIES LICENSING REGULATIONS 1996

These regulations require providers of certain adventure activities to undergo inspection of their safety management systems and ensures that all licensed providers have been inspected and have demonstrated compliance with relevant health & safety legislature.

The scheme only applies to those who offer activities to young people under the age of 18 yrs and who operate in a commercial manner. It does not cover activities offered by voluntary organisations to their members, schools to their pupils, or for young people accompanied by their parents.

Furthermore, licensing only applies when these activities are done in remote or isolated areas.

Licensable activities are detailed below.

<b>CLIMBING</b>	<b>WATER SPORTS</b>	<b>TREKKING</b>	<b>CAVING</b>
(ON NATURAL OUTDOOR FEATURES)	(ON MOST LAKES, RIVERS & SEA)	(IN REMOTE MOORLAND / MOUNTAIN AREAS)	
ROCK CLIMBING ABSEILING ICE CLIMBING GORGE WALKING GHYLL SCRAMBLING SEA LEVEL TRANSVERSING	CANOEING KAYAKING DRAGON BOATING WAVE SKIING WHITE WATER RAFTING IMPROVISED RAFTING SAILING SAIL BOARDING OFF-PISTE SKIING	HILL WALKING MOUNTAINEERING FELL RUNNING ORIENTEERING PONY TREKKING MOUNTAIN BIKING	CAVING POT HOLING MINE EXPL.

In correspondence with the authority we have been advised that we (Play Away) would not require a license to offer accommodation to groups who are themselves **wholly responsible** for the adventure activities involving children they bring.

The regulations themselves refer to the "**provider**" of facilities, which is viewed as the person who has the greatest extent of control and responsibility for the safety and emergency arrangements, venue and maintenance of equipment, as well as the leadership or instructional element of the activities.

Thus groups themselves should either be licensed to carry out certain activities (or not if they are a private members club), or should use centres which are licensed to carry out these activities.

## Definitions of activities

### Caving

Covers most activities done underground in natural caves, or mines. It does not cover visits to show caves or mines which are open to the public, or to parts of mines, which are still being worked.

Further, the regulations also exclude natural caves, which give rise only to everyday hazards, which would be obvious to, and surmountable by, someone with no previous experience of the cave, or caving hazards.

### Climbing

Covers activities involving movement over difficult terrain requiring the use of hands as well as feet, or the use of equipment, skills or techniques of a rock/ice climber.

Variants include gorge walking & Ghyll scrambling.

The use of climbing walls & abseiling towers is specifically excluded from this legislation.

### Trekking

Covers walking, pony trekking, mountain biking or off-piste skiing when carried out on moorland or mountain terrain above 600m and from which it would take more than 30 minutes \* travelling time to walk back to an accessible \*\* road or refuge \*\*\*.

Walking in woodland, forests and other cultivated land below 600m is excluded from the legislation.

\*This distance will never be more than 2.5 km and less if there are uphill sections on the emergency return journey. The route should also be easily walked with safety, and the reference time of 30 minutes should only be used as a guide, and terrain & weather conditions should be taken into account when planning your route.

\*\*For the purposes of the legislation a road which does not have the width or surface to be used by an ordinary road going ambulance would not be an accessible road.

\*\*\* A refuge is a building offering shelter for the party in an emergency, and must be either occupied, or have some means of summoning help.

## Watersports

Covers the use of unpowered craft on *specified waters*, these being the sea, or other tidal waters, inland waters where it is possible to be more than 50m from the shore, or the water is turbulent due to weirs, rapids, waterfalls etc.

Any stretch of inland water categorised as grade II or above, by the International Canoe Federation, is also classified as a *specified water*.

## Conclusion

Most outdoor activities, whether licensable or not, require considerable planning when working with young people, and consideration should be given to a groups abilities, staffing ratios, suitably qualified/experienced staff (e.g. First Aid, BELA qualified etc.), appropriate clothing & safety equipment, emergency planning etc.

In the case of licensable activities, centres should be registered with the Adventure Activities Licensing Authority, whilst freelance instructors should be qualified to the appropriate standard as recognised by the official governing body (see appendix).

**Do plan ahead, seek professional advice in case of doubt - remember it is you who have the responsibility for the health & safety and well-being of children under your care!**

# Technical competence - qualification matrices

1 These matrices should be interpreted in conjunction with paragraphs 15— 28 of this guidance and with the guidance relating to the qualifications published by the bodies who award them.

2 National Vocational Qualifications and Scottish Vocational Qualifications were not fully developed at the time of publication. Reference to S/NVQs in the matrices should be taken as an indication of possible levels only.

## Abbreviations used in the matrices

ABRS	Association of British Riding Schools
BASI	British Association of Ski Instructors
BCU	British Canoe Union
BETA	Basic Expedition Training Award (CCPR)
BHS	British Horse Society
BMG	British Association of Mountain Guides
CIC	Cave Instructor Certificate (NCA)
CCPR	Central Council of Physical Recreation
ESC	English Ski Council
LCMI A	Local Cave and Mine Leader Assessment (NCA)
MLTB	Mountain Leader Training Board
MI A	Mountain Instructor Award (UKMTB)
MW	Mountain Instructor Certificate (URMTI)
ML	Mountain Leader Award (UKMTB/SMUVB/WMLTB) or Mountainwalking Leader Award (MLTB)
NCA	National Caving Association
NVQ	National Vocational Qualification
RYA	Royal Yacht Association
SCOW	Ski Council of Wales
SI	Senior Instructor (BCU & RYA)
SMLTB	Scottish Mountain Leader Training Board
SNSC	Scottish National Ski Council
SVQ	Scottish Vocational Qualifications
SPSA	Single Pitch Supervisor Award (MLTB)
SRA	Scottish Rafting Association
TSI	Trainee Senior Instructor (BCU)
WMLWB	Wales Mountain Leader Training Board
UKMTB	United Kingdom Mountain Training Board

## Caving

(See paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
Cave/mine systems with pitches over 18 m	CIC holder (or SJNVQ Level 4)	CIC holder (orS/NVQ Level4)
Cave/mine systems with pitches less than 18 m	As above, or LCMLA Level 2 (or S/NVQ Level 3)	As above
Cave/mine system without pitches	As above, or LCMLA Level 1 (or S/NVQ Level 2)	As above
Show cave/tourist mines adventure trips beyond public areas with made-up lit paths	As above, depending on level of activity	As above

## Climbing

(Sec paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ Leader</i>	<i>Technical expert</i>
Winter climbing	MI C or BMG Camet holder or Aspirant Guide	MI C or BMG Carnet holder
Rock climbing - multipitch	As above or MI A (or S/NVQ Level 3)	As above or MI A
Ghyll scrambling, gorge walking or sea level transversing	As above or in-house assessed depending on level of activity (or S/NVQ Level 3)	As above
Rock climbing - single pitch	As above or SPSA or Rockclimbing Leader (N Ireland) or Site specific training (Scotland) (or S/NVQ Level 2)	As above
Other climbing, abseiling or scrambling on man-made structures or natural features	As above or in-house assessed, depending on level of activity	As above

### Notes:

1 The above information is based on information extracted from a matrix for Mountaineering in the UKMTB National Guidelines. This embraces both climbing and much of trekking as these terms are defined in the Regulations. In cases of doubt on interpretation, refer to the UKMTB guidelines.

2 'Winter' means when winter conditions, including snow and ice, prevail or are forecast. This cannot be defined by a portion of the year. Summer means any conditions not covered under 'winter'.

## Trekking - on foot (See paragraphs 1 ~ 28)

Hazard Level	Group instructor/ leader	Technical Expert
Mountain country - Winter	MI C or BMG Camel holder or Aspirant Guide or Winter ML	MTC or BMG Carnet holder
Mountain country - Summer	As above or MI A or Summer ML or European ML (or S/NVQ Level 3)	As above or MI A and Winter ML
Lowland country	As above or BETA or in-house assessed (or S/NVQ Level 2)	As above or Summer ML

### Notes

1 The above information is based on information extracted from a matrix for mountaineering in the UKMTB National Guidelines. This embraces both climbing and much of trekking as these terms are defined in the Regulations. In cases of doubt on interpretation, refer to the UKMTB guidelines.

2 Winter means when winter conditions, including snow and ice, prevail or are forecast; this cannot be defined by a portion of the year. Summer means any conditions not covered under 'winter'.

## Trekking - on horse or pedal cycle (See paragraphs 15-28)

Hazard level	Group instructor/ leader	Technical expert
Levels as in "Trekking on foot" matrix but when Horse riding	The appropriate on foot qualification and one of: BHS Tourism Qualification for Ride Leader, or ABRS Trek Leader Certificate.	The appropriate on foot qualification and one of: Tourism Qualification for Centre Manager, or Manager of a Riding establishment licensed by Local Authority
Levels as in "Trekking on foot" matrix but when pedal cycling	The appropriate on foot qualification and in-house training or local award in mountain biking	The appropriate on foot qualification and expertise in mountain biking

### Notes

1 Two individuals, one with the relevant mountaineering qualification and the other with relevant expertise in horse riding or cycling would be acceptable in place of a single technical expert qualified in both disciplines.

2 At the time of publication of this guidance, there are no nationally agreed qualifications for mountain biking. The English Schools Cycling Association off road touring award is an example of a suitable local award.

# Trekking off-piste ski touring

(See paragraph~ 15-28)

*hazard level*

*Group instructor/  
Leader*

*Technical expert*

Ski-mountaineering

BMG Carnet holder, or  
SNSC Mountain Ski  
Leader

BMG Carnet holder, or  
SNSC Mountain Ski  
Leader

Alpine skiing - Scotland  
off-piste away from  
marked/Service areas

As above, *or* Winter MI  
*and* one of: BASI II Ski  
Teacher, or SNSC Club  
Coach or Alpine  
Performance Coach  
Level 1. or ESC/SCOW  
Club Coach

As above

Alpine skiing - Scotland -  
off—piste but within the  
recognised boundary of  
serviced area shown on  
piste map

As above, or BASI II Ski  
Teacher, or BASI III Ski  
Instructor

As Above, or  
BASI I Ski Teacher

Nordic skiing - Scotland -  
off—piste (away from  
marked/serviced areas)

Winter MI . *and* one of:  
BASI III relevant to  
discipline, or SNSC  
Nordic Ski Leader.  
*ESC/SCOW* Nordic  
Coach (Touring), or  
ESC/SCOW **Club** Coach

BASI 11 Nordic Ski  
Teacher, or SNSC  
Mountain Ski Leader  
or Winter MI . *and*  
*ESC/SCOW* Nordic.  
Coach (Touring)

**Nordic** or alpine skiing —  
England and Wales

As above, relevant to  
discipline for Scotland,  
or Winter MI. *and* *ESC/*  
*SCOW* Tour Leader

As above relevant to  
discipline for Scotland,  
or Winter MI . *and* *ESC/*  
*SCOW* Coach

Notes ~

I The above qualifications relate to Nordic & alpine skiing. Nordic & Alpine refer to the particular ski disciplines, not to geographical settings.



# Watersports ..canoeing and kayaking (See paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
Advanced sea	Level 3 Sea Coach <i>SI</i> Sea with 5 star (Sea) (Advanced sea proficiency)	Level 5 Sea Coach Coach Sea
Sea - journeys	As above or Level 3 Sea Coach <i>SI</i> Sea	As above or Level 3 Sea Coach <i>SI</i> Sea with 5 star (Sea) Advanced sea proficiency)
Large lochs journeys (kayaks only, see below for open canoes)	As above or Level 3 Coach <i>SI</i> Inland	As above or Level 3 Coach <i>SI</i> Inland with 5 star Advanced inland proficiency)
Sea and large lochs - activities close to suitable beaches	As above or Level 2 Coach <i>instructor</i> trained for area with 4 Star (Sea) (Sea Proficiency) or (appropriate S/NVQ Level 2 Canoeing Coach)	As above or Level 3 Sea Coach <i>SI</i> Sea or Level 3 Coach <i>SI</i> Inland with 4 Star (Sea) (Sea Proficiency)
Sheltered tidal waters	As above or Level 2 Coach <i>Instructor</i> or (appropriate S/NVQ Level 2 Canoeing Coach)	As above
Large lochs - journeys (open canoes)	Level 3 Canoe Coach <i>SI</i> Canoe with 5 Star Canoe (advanced canoe proficiency)	Level 4 Canoe Coach Advanced senior instructor
Advanced surf (>1 metre)	Level 3 Surf Coach <i>SI</i> (or until 1/4/98 a Coach <i>SI</i> with equivalent surfing ability)	Level 3 Surf Coach <i>Surf</i> <i>SI</i> Surf
Surf	As above or Trainee Level 3 Surf Coach <i>TSI</i> <i>SI</i>	As above or Level 3 Surf Coach <i>SI</i> Surf

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
Advanced white water (Grade III and above)	Level 3 Coach <i>SI Inland</i> with 5 Star (inland) ( <i>Advanced inland Proficiency</i> )	Level 5 Coach <i>Coach Inland</i>
White water (Grade II)	As above, or Level 3 Coach <i>SI Inland</i>	As above or Level 3 Coach <i>SI Inland</i> with 5 Star (inland) ( <i>Advanced Inland Proficiency</i> )
Sheltered inland water	As above or Level 2 Coach <i>Instructor</i> or (appropriate <i>SI NVQ</i> Level 2 Canoeing Coach)	As above or Level 3 Coach <i>SI</i>

#### Notes

1 BCU introduced new names for their qualifications in 1996. Awards with the old names (shown above in italics) will be valid until the conversion is completed.

2 Instructor qualifications referred to above must be relevant to the discipline being delivered, ie canoeing or kayaking.

3 BCU star gradings given as an indication of level of competence required; not prerequisites.

4 Surf qualifications are for repeated manoeuvring through waves on recognised surf beaches; sea qualifications cover access through surf for sea journeys etc.

5 White water grades as defined by International Canoe Federation.

## Watersports -rafting

(See paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
White water (Grade II and above) Grade I river	Raft Trip Leader (or S/NVQ Level 3) As above or Raft Guide (or S/NVQ Level 2)	Raft trip leader (or S/NVQ Level 3) As above
Controlled sites - white water	As above or in-house site specific training	As above

1 The above qualifications relate to white water rafting using inflatable rafts. At the time of publication of this guidance, there are no national qualifications for improvised rafts or for inflatable rafts on other waters.

2 Controlled sites means short lengths of river, managed and with a safety infrastructure, eg Tryweryn (N Wales), Holme Pierrepont (Nottingham) and Teeside (Cleveland).

3 White water grades as defined by International Canoe Federation.

## Watersports - small boat sailing

(See paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
Sea/tidal waters - coastal journeys	Advanced Instructor Coastal (or SJNVQ Level 3 Coach)	Senior Instructor Coastal <i>and</i> Advanced Instructor Award (Or S/NVQ Level 3 Supervisor <i>and</i> Level 3 Coach)
Sea/tidal waters - from a harbour or suitable beach	As above, or Instructor Coastal (or S/NVQ Level 2 Coach)	As above, or Senior Instructor Coastal (or S/NVQ Level 3 Supervisor)
Inland waters	As above or Instructor Inland (or S/NVQ Level 2 Coach)	As above, or Senior Instructor Inland (or S/NVQ Level 3 Supervisor)

### Note

1 Instructor qualifications should be relevant to the craft used, i.e. dinghies or keelboats.

## Watersports - windsurfing

(See paragraphs 15-28)

<i>Hazard level</i>	<i>Group instructor/ leader</i>	<i>Technical expert</i>
Sea/tidal waters	Instructor Level 1 Open Sea (or S/NVQ Level 2 Coach)	Instructor Level 2 Sea <i>and</i> RYA Windsurfing Principal, or Trainer Level 2, or S/NVQ Level 3 Supervisor (windsurfing), or S/NVQ Level 3 Assessor (windsurfing)
Inland waters	As above, or Instructor Level 1 Inland (or SJNVQ Level 2 Coach)	As above or Instructor Level 2 Inland <i>and</i> RYA Windsurfing Principal