

Outdoor Modules and Adventure-based Activities Frequently Asked Questions

What is an Outdoor module or qualification?

An Outdoors Module is the syllabus to gain an Outdoors qualification. A qualification is required to ensure that our Unit Leaders and Outdoor Leaders have the correct skills and knowledge to safely conduct specific outdoor activities.

The module activities are based on the things you actually have to do to safely deliver the AGP outdoors.

How do I get started on an Outdoors module?

Discuss your interest with your District Manager or appropriate State personnel. There are different prerequisites for some of the modules, so check each qualification you are interested in carefully.

Who can assess them?

An Outdoor Skills Assessor. The Outdoor Skills Assessor must hold the same module that you are being assessed for.

Who can become an Outdoor Skills Assessor?

1. A suitably qualified Leader. Refer to the [Outdoor Skills Assessor](#) section
2. If a Guiding Outdoor Skills Assessor is not available, the State Outdoor Activity Manager may appoint a suitably qualified person from another organisation to be your Outdoor Skills Assessor.

Is my outdoor qualification transferable when I move intra or interstate?

Yes! Girl Guides Australia qualifications are nationally recognised by all State Girl Guide Organisations and will transfer with you as long as your qualification is current.

What level of first aid qualification do I need?

The type and level of module you are completing will indicate which level of first aid you are required to hold. Check the module requirements [here](#).

When undertaking an adventure-based activity, consider the type, duration and any associated risks. If using a qualified Activity Instructor, they should hold a current and appropriate first aid qualification for the type of activity. Consult your District Manager or relevant State personnel for further clarification.

How many leaders/adults do I need for an outdoor activity/camp/event?

Please refer to [Ratios at a Glance](#) for all youth to adult ratios.

What requirements apply to an Olave peer group or an adult only activity?

Any camp or adventure-based activity undertaken as a member of girl guides requires all risk management protocols to be adhered to, including the completion of OUT.01 (Camp/Adventure-based/ Event Notification/ Application form), OUT.03 (Camp/Adventure-based/Event Report form), and ADM.56B (Risk Assessment Plan for Outdoor Activities, Events and Camps) as necessary. The activity organiser should consider how she will have access to participant's emergency contact details.

Your State organisation may have additional requirements, please check with the appropriate State personnel.

Where can I get more information?

Your State Outdoor Activities Manager and State Olave Program Manager will be able to answer your questions.

Adventure-based activities

What is an adventure-based activity?

An adventure-based activity is one that contains an element of risk to those taking part. Girl Guides Australia requires the person in charge to have specific knowledge and skills relevant to the activity or to ensure that the instructors have such knowledge and skills.

What happened to the list of adventurous and not-so-adventurous activities?

Girl Guides Australia encourages members to participate in all kinds of adventure-based activities, recognising that everyone has a different perception of an adventure and that adventures take place in all environments. The list of adventurous and not-so-adventurous activities is no longer current given the new structure of adventure-based activities.

Where can I get ideas for adventure-based activities?

Check out the Girl Guides Australia [Activities Manual](#). But don't let this limit your imagination!

Are there any activities that we can't do?

Girl Guides are not allowed to participate in these activities under any circumstances:

- Crossbow hunting & shooting activities involving live ammunition in an uncontrolled environment
- Caving at unapproved caving sites, which includes all caving sites on private property.
- DIY Flying Fox (unless made by Scout or Guide Leader with Flying Fox Qualifications)
- Fireball soccer, Fireball hockey and similar activities

There may be activities (eg. Archery Tag, Laser Tag / Skirmish) which, while covered by insurance, Girl Guides Australia recommends consideration be given to choosing an alternate, more appropriate activity. Please contact your State Outdoors Activities Manager for further information.

My activity is not listed in the Activities Manual, can I still do it?

Probably! The [Activities Manual](#) is constantly being updated so be sure to check back regularly for new activities to give you guidance.

Consider if the activity you wish to undertake is routine and/or predictable, and ask yourself the following questions:

- What am I/we doing? (Activity)
- What can go wrong? (Identifying the hazard and assessing risk)
- What can I do to make safe? (Controlling the risk)

Discuss with your District Manager or relevant State personnel as required. Please provide feedback on the Activities Manual website if you think of an awesome activity that could be included.

What do I need to do to organise an adventure-based activity?

For all adventure-based activities you will need:

- Current ADM.27 (Activity Consent Form for Youth Members), and ADM.28 (Adult Information Form for Activities)
- ADM.56B (Risk Assessment Plan for Outdoor Activities/ Events & Camps)
OR
Activity Provider Risk Management Plan and LiC recognises that the activity is a routine and predictable activity for their unit – ask the 3 Questions
 - What are we about to do? (activity)
 - What can go wrong? (hazard)
 - What can I do to make it safe? (control measure)

You can also refer to the [Activities Manual](#) for activity specific information.

Do I need an Activity Instructor for an adventure-based activity?

Refer to the [Activities Manual](#) for each specific activity.

Can I use an outside provider to run the activity for me?

Absolutely!

Can I sign a waiver on behalf of a youth member?

No, a Leader cannot sign a waiver on behalf of a Guide unless they are the parent or guardian of that Guide.

What do I do if an Activity Provider asks participants to sign a waiver?

Waivers need to be provided to and signed by parents/ guardians prior to the Guide participating in the activity.

Camping and Expedition Modules

What types of camping do the Camping Modules cover?

There are two categories of camping:

Camping	Expedition
Outdoor camps in bush campsites	Expeditions in wilderness environments.
Outdoor camps in established campsites	Expeditions in controlled environments
Indoor camps	

Your camping qualification is valid for the type of camp you are assessed for. Some qualifications allow you to conduct additional types of camps. Refer to the [relevant module](#) for more information.

I want to run a sleepover. Do I need a camping qualification?

No, you do not need a camping qualification but you do still need to complete OUT.01 (Camp/ Adventure-based/ Event Notification/ Application form), OUT.03 (Camp/Adventure-based/Event Report form), and ADM.56B (Risk Assessment Plan for Outdoor Activities, Events and Camps). Your sleepover must be less than 24 hours in duration, and held indoors at an approved Guide venue.

I'm ready to be assessed. How do I arrange that?

When you complete the OUT.01 Camp/ Adventure-based/ Event Notification/ Application form, tick the box marked assessment and forward to the District Manager. She will follow-up when she receives your form. Depending on the state procedures, she may organise the Assessor herself, or refer it to the appropriate State personnel. Make sure you allow plenty of time for that.

I'm endorsed to run an indoor camp. What do I need to do to run an outdoor camp?

Discuss your intentions with your District Manager or relevant State personnel. You may need to attend an additional skills training and be assigned an Outdoors Skills Assessor with the relevant qualification to discuss any skills and/or knowledge gaps prior to submitting your OUT.01 Camp/ Adventure-based/ Event Notification/ Application form.

I hold an expedition qualification. Can I run an outdoor or indoor camp?

No. The expedition module has been reviewed in 2018 and members now need to be separately endorsed to run outdoor and indoor camps.

What is the procedure to have my current camping qualifications endorsed?

- Camping and expedition modules require endorsement every 3 years.
- A module will be automatically endorsed when:

- Your OUT.01 (Camp/ Adventure-based/ Event Notification/ Application form), and ADM.56B (Risk Assessment Plan for Outdoor Activities, Events and Camps) is received in the required time frame before the camp or expedition.
- You are the Leader in Charge of the same type of camp or expedition as the module.
- Provide First Aid or equivalent certificate is current.
- The OUT.03 (Camp/Adventure-based/Event Report form), endorsed by the District Manager, is received at State Office within one month of camp.
- The endorsement due date will be extended by 3 years from the date of each appropriate camp or expedition for which you are the Leader in Charge.
- If you have not been the LIC of a camp or expedition for more than 3 years, you can gain endorsement by planning, conducting and evaluating a camp or expedition of this kind and sharing your preparation and evaluation with an Outdoor Skills Assessor. If you do not meet this endorsement requirement, you may be endorsed for the kind of camp for which you have been LiC. For example, if you hold the Outdoor Bush camping module but have only conducted indoor camping in the last 3 years, you will be endorsed for Indoor Camps not Outdoor Bush Camps.

Is there a minimum age for a Guide to attend a camp?

There is no minimum age for a Guide to attend a camp. When organising a camp, you should consider the age, physical and personal maturity, level of preparedness, and needs of the Guides that will be on the camp. This will guide the type of camp you hold (ie indoor, outdoor, expedition etc), and how long the camp will last. It is encouraged to start younger Guides on sleepovers and indoor camps before progressing to outdoor camps, and likewise to ensure older Guides have experience of outdoor camping before embarking on an expedition. All Guides are encouraged to actively participate in an outdoors-focused program.

Boating Modules

Why do I need a qualification?

These activities include a significant safety risk and therefore adults should be qualified to conduct and instruct those activities.

If you don't have access to anyone with the required qualifications, you may choose to use an external Activity Instructor. Refer to the [Activities Manual](#) for more information.

What types of boating do the modules cover?

Canoeing / kayaking

There are 2 canoeing / kayaking modules:

Conduct Canoe/Kayak Activities is aimed at those wishing to be in charge of canoeing / kayaking activities with Guides or adults. You could be taking a patrol of Guides for a fun afternoon activity, sharing your skills with other adults in your District, or assessing Guides for Boating (Canoeing) Trefoil 1 or 2 Achieve a Challenge.

Instruct and Assess Canoe/Kayak Activities is aimed at those who can instruct other adults in canoe/kayak skills and assess adults for these modules or Guides for Boating (Canoeing) Trefoil 3 Achieve a Challenge.

Rowing

There are 2 rowing modules:

Conduct Rowing Activities is aimed at those wishing to be in charge of rowing activities with Guides or adults. You could be taking a patrol of Guides for a fun afternoon activity, sharing your skills with other adults in your District, or assessing Guides for Boating (Rowing) Trefoil 1 or 2 Achieve a Challenge.

Instruct and Assess Rowing Activities is aimed at those who can instruct other adults in rowing skills and assess adults for these modules or Guides for Boating (Rowing) Trefoil 3 Achieve a Challenge.

Sailing

There are 2 sailing modules:

Conduct Sailing Activities is aimed at those wishing to be in charge of sailing activities with Guides or adults. You could be taking a patrol of Guides for a fun afternoon activity, sharing your skills with other adults in your District, or assessing Guides for Boating (Sailing) Trefoil 1 or 2 Achieve a Challenge.

Instruct and Assess Sailing Activities is aimed at those who can instruct other adults in sailing skills and assess adults for these modules or Guides for Boating (Sailing) Trefoil 3 Achieve a Challenge.

Are the ratios for boating activities different?

Yes. Please refer to the [Ratios page](#) for more information.

Is there any RPL (recognition of prior learning)?

Yes. The [modules](#) have details of the automatic RPL to be given for holders of external qualifications and Boating Trefoil 3 Achieve a Challenge.

Who assesses the modules?

An Outdoor Skills Assessor will assess the modules.

Outdoor Skills Assessors

What do Outdoor Skills Assessors do?

The primary purpose of an Outdoor Skills Assessor is to assess and endorse adult members for the Outdoor Modules of the ALQP, and may also assess youth members for Trefoil 3 qualifications.

What are the requirements of appointment to this position?

Refer to the [Outdoor Skills Assessor Position Description](#) .

I'm interested in becoming an Outdoor Skills Assessor. What should I do?

First, check that you meet the criteria listed in the [position description](#). Discuss your interest with your District Manager or relevant State personnel.

I'm moving interstate – can I retain my Outdoor Skills Assessor appointment?

Outdoor Skills Assessors are appointed at a State level. If you wish to continue as an Outdoor Skills Assessor, your skills are transferable and should be noted on your transfer form, and the relevant State personnel can liaise to transfer your appointment.

Forms

Where can I find the relevant forms?

Refer to [Guidelines for Girl Guides](#).

Your State organisation may have additional forms and/or processes. Discuss with your District Manager or relevant State personnel.

If you are undertaking an adventure-based activity, refer to the [Activities Manual](#), the relevant forms are listed in each activity.

Do I need to fill in all the fields of an OUT.01?

No, you just need to complete the information relevant to your activity. If you need clarification please consult your District Manager or relevant State personnel.