

## WALK LEADER CHECKLIST

<b>U3A Name:</b>	
<b>U3A Interest Group:</b>	
<b>Walk Name:</b>	
<b>Distance:</b>	
<b>Terrain Type:</b>	
<b>Date:</b>	

<b>BEFORE WALK</b>		<b>Yes</b> (✓)
<b>1</b>	<b>Provision of information to prospective walkers:</b> <ul style="list-style-type: none"> <li>a) Location</li> <li>b) Distance</li> <li>c) Timing</li> <li>d) Linear / Circular Route</li> <li>e) Terrain</li> <li>f) Height and climbs involved</li> <li>g) Level of fitness required</li> <li>h) Appropriate Footwear &amp; Clothing</li> <li>i) Toilet / refreshment facilities en route</li> <li>j) What to bring – Food / Drink / Compass / Map / Mobile Phone</li> <li>k) Dogs permitted?</li> <li>l) Meeting point</li> <li>m) Public transport options</li> <li>n) Car parking facilities</li> <li>o) Need of walkers to bring an emergency telephone number and relevant Medical details</li> </ul>	
<b>ON THE DAY</b>		
<b>1</b>	<b>Check first aid kit &amp; emergency blanket</b>	
<b>2</b>	<b>Briefing before starting out:</b> <ul style="list-style-type: none"> <li>a. Route</li> <li>b. Duration</li> <li>c. Terrain</li> <li>d. Known Hazards</li> <li>e. Emergency Arrangements – illness, exhaustion, accident, weather problems, terrain problems, lost contact with group</li> <li>f. Be prepared to advise inadequately equipped walkers not to go</li> </ul>	
<b>3</b>	<b>Appoint a backmarker</b>	
<b>DURING THE WALK</b>		
<b>1</b>	<b>Stay at the front but make sure you can always see the backmarker</b>	
<b>2</b>	<b>Set an appropriate pace for the level of walk</b>	
<b>3</b>	<b>Check the route frequently</b>	
<b>10</b>	<b>Periodically count the number in the group</b>	
<b>11</b>	<b>Other(specify)</b>	