

DofE Expedition dates

Planning meetings : _____

Practise expedition dates and route : _____

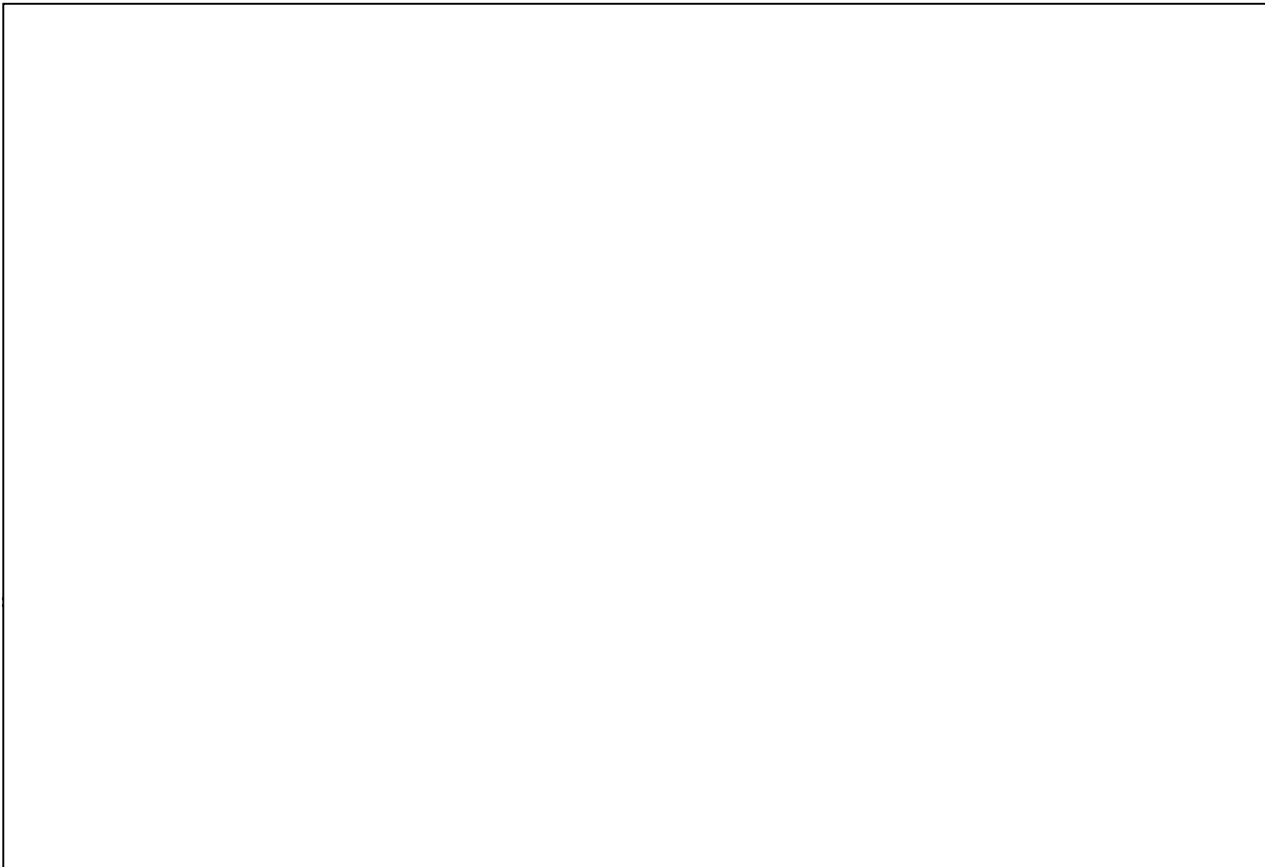
Qualifier dates and route : _____

DofE Assessor name and ID number: _____

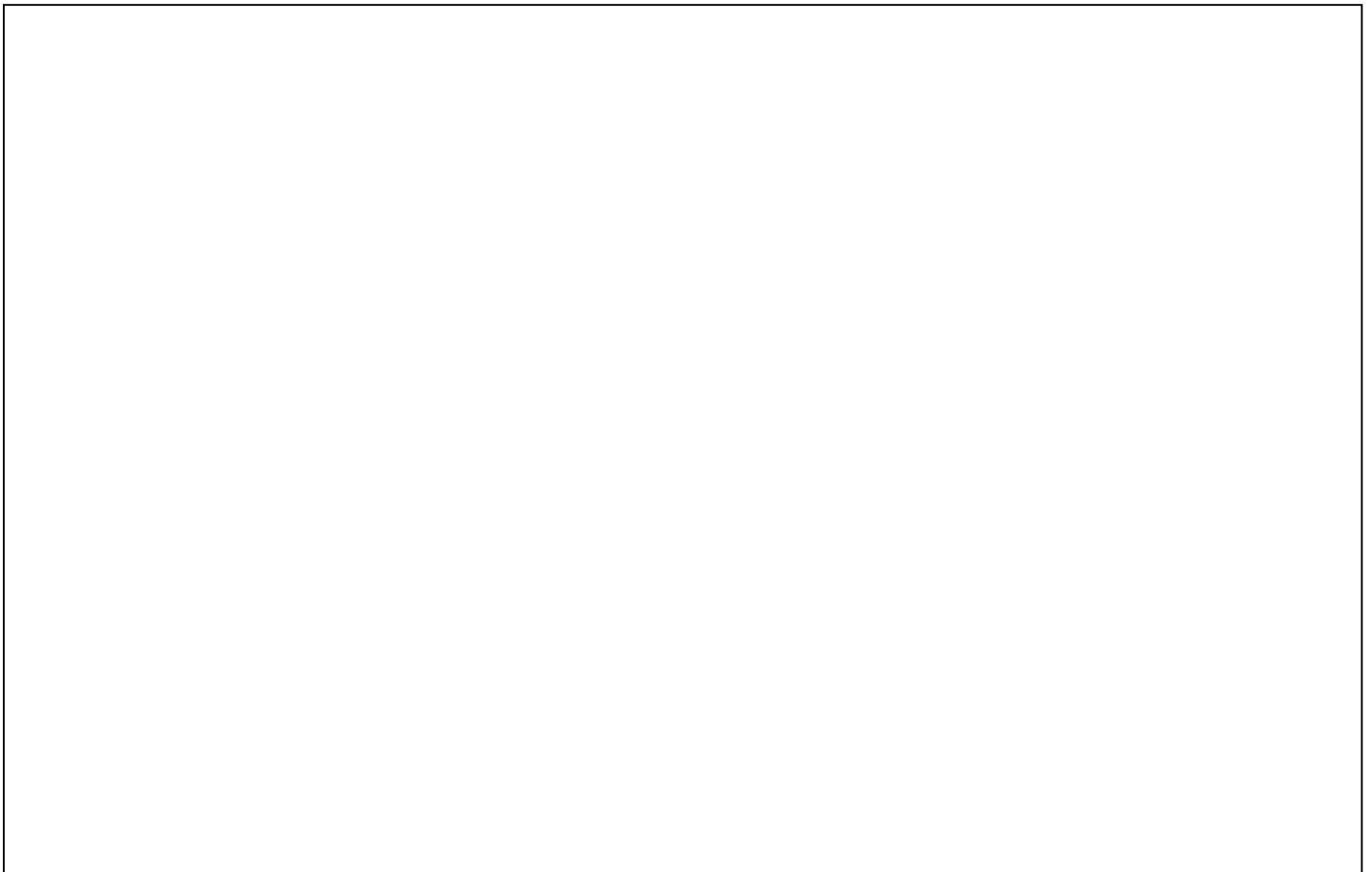
Check list

- **Adventure Scotland Notification form completed and approved**
- **Parental consent and information forms** (for informed parental consent) returned and with supervisor?
- **Kit check** with all participants completed? / Do you as the supervisor need any extra group kit for them?
- **Stove fuel costs:** If participants are using gas stoves, they must buy their own fuel(self sealing gas canisters such as 'Coleman c100 / c250'). Usually they are a propane butane mix – Do not buy 'Camping Gaz' blue gas canisters as they are the puncture type and not self sealing and will not work with Trangia gas stoves
- **Additional costs?** (such as camping fees) make sure participants bring extra money.
- **Food :** have the team provided a **meal plan** so you know what food they are eating for: lunch, dinner (cooked meal), breakfast, snacks etc for each day? : This should be **emailed by the group to the assessor along with the route card for the qualifying expedition.**
- **Maps:** although it is possible to use the A4 maps (if at proper scale) for navigation it is important that each group carries the full Ordnance Survey map for their route. Have they got an OS Map of their route?
- **Transport** to and from expedition area: Have participants organised transport (car share wherever possible) and do parents know exactly where the drop-off/pick-up points are and estimated times of arrival? (It is usually quite easy to send them (participants/parents) an email with grid reference and a google map link to the exact location.
- **Base Contact :** Do you have a base contact number and have you agreed contact protocol? Does Base contact have the Adventure Scotland form and emergency contact details and understand their role?
- **Emergency procedures :** Have the group been trained on emergency procedures and first aid? and do they have completed copies of the expedition safety card?
- **Wild Country Green Form** – do you need to complete one?/ Has it been approved-do you have the ref?
- Brief on **Ticks** and **Lyme Disease** and how to look and deal with them.
- **Toileting in the great outdoors, 'Leave no trace' and Scottish Access code**
- .Do you have a **second adult supporting** you (helper/ shadowing/ support assessment)?
- .Do you have a **remote supervision plan** in place?
- Do you have **Head of Establishment approval?**

Additional notes

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Incident reporting/ comments/ reflections

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