



HAMPSHIRE SCOUTS



Expedition Quick Guide (January 2016 edition)

Please download the interactive version of this at www.hsdofoe.org.

Stage	Things to do	Resources
Preparation	<ul style="list-style-type: none"> <input type="checkbox"/> Create expedition teams <input type="checkbox"/> Register participants <input type="checkbox"/> Plan expedition aim, mode of travel and expedition locations <input type="checkbox"/> Book campsites/minibuses <input type="checkbox"/> Organise staff and ensure they have correct nights away and activity permits 	<ul style="list-style-type: none"> ❖ Registration Info ❖ Expedition Aims pack ❖ Nights Away Permit Scheme ❖ Adventurous Activities Permit Scheme
Training	<ul style="list-style-type: none"> <input type="checkbox"/> Complete expedition training program <input type="checkbox"/> Sign off training on EDofE 	<ul style="list-style-type: none"> ❖ Expedition Training Support Pack ❖ EDofE Expedition Setup guidance
Practice Expedition	<ul style="list-style-type: none"> <input type="checkbox"/> Plan expedition routes, route cards, menu and kit list (4 weeks) <input type="checkbox"/> Green Form if Wild Country (4 weeks) <input type="checkbox"/> Risk Assessment <input type="checkbox"/> In Touch arrangements <input type="checkbox"/> Nights Away Form (2 weeks) <input type="checkbox"/> Pre-expedition check (in home area) <input type="checkbox"/> Issue participants with Nights Away Passport & Emergency Card <input type="checkbox"/> Supervision Plan <input type="checkbox"/> Undertake & review practice <input type="checkbox"/> Log practice on EDofE 	<ul style="list-style-type: none"> ❖ 20 conditions ❖ Route cards ❖ DofE Risk Assessment ❖ Nights Away Form ❖ Nights Away Passport ❖ Expedition Safety Card ❖ In touch guidelines ❖ Pre Expedition check sheet ❖ EDofE Expedition Setup guidance
Qualifying Expedition	<ul style="list-style-type: none"> <input type="checkbox"/> Organise accredited assessor <input type="checkbox"/> Green form if wild country or Expedition Notification Form to County Adviser (4 weeks or 6 weeks if you need an assessor) <input type="checkbox"/> Plan expedition routes, route cards, menu, kit list and send to assessor <input type="checkbox"/> Nights Away Form (2 weeks) <input type="checkbox"/> Pre-expedition check (in home area) <input type="checkbox"/> Risk Assessment <input type="checkbox"/> In Touch arrangements <input type="checkbox"/> Issue participants with Nights Away Passport & Emergency Card <input type="checkbox"/> Log on EDofE 	<p>See links above plus</p> <ul style="list-style-type: none"> ❖ Expedition Notification Form
Report Back	<ul style="list-style-type: none"> <input type="checkbox"/> Assessor records comments on EDofE <input type="checkbox"/> Participants complete aims & objectives <input type="checkbox"/> Complete presentation <input type="checkbox"/> Sign off on EDofE 	<ul style="list-style-type: none"> ➤ EDofE Expedition Setup guidance

Expedition Section Guide

Please download the interactive version of this guide at www.hsdoe.org

Team: Participants form a team of between four and seven (eight for tandem)



Aim and mode of travel: The team will agree their expedition aim and from that their mode of travel (Land (walking, cycling, horse riding or wheelchair) or Water (canoeing, rowing or sailing). The expedition environment is decided at this stage to help direct their training and practice expeditions.

Resources: [Expedition Aims pack](#)



Level	Duration	Planned Activity	Recommended environment
Bronze (14+)	2 days, 1 night	6 hours, min 3 hours journeying	Rural country, canals, rivers or inland waterways/lakes. Can be familiar to participants
Silver (15+)	3 days, 2 nights	7 hours, min 3.5 hours journeying	Rural, open or forest countryside, but should include some open areas. Canals, rivers, inland waterways/lakes or sheltered coastal waters. Must be unfamiliar to participants.
Gold (16+)	4 days, 3 nights	8 hours, min 4 hours journeying	Wild Country , remote from habitation which is unfamiliar to participants (emphasis is going through rather than over, solitude not altitude!). Rivers, inland waterways and lakes in rural areas; sheltered coastal waters or estuaries. Yachts may use the open sea.



Training: Participants will complete the appropriate level of the Expedition Training Framework ([Bronze](#), [Silver](#) & [Gold](#)), specific mode of travel training ([horseback](#), [bikes](#), [paddling](#), [rowing](#) & [sailing](#)). This needs to be signed off as complete on EDofE. Leaders can do this using the [expedition set up](#) (p. 14) function.

Our Expedition Training Support Pack including session plans and resources is [available here](#)



Paperwork: Scouting requires a [nights away form](#) for every residential experience and a [Risk Assessment](#). The DofE requires a [green form](#) for Wild Country (4 weeks, 6 weeks if an assessor needed); [blue form](#) for overseas and [red form](#) for the peak district. A copy should be [emailed to us](#) as well.

Supervisors should hold the appropriate [nights away permit](#) and [adventurous activity permit](#).



Practice expeditions: Participants must undertake sufficient practice expeditions to enable them to travel safely and complete their qualifying expedition. All participants should carry an [emergency card](#). Practice expeditions will be followed by reflection and additional training as required. **Remember to ensure the expedition meets the [20 conditions](#) and you log it on EDofE (see above).**

> [Campsites New Forest, South Downs & Dorset Campsites](#) (incl. Wild Camps), [Scouting Campsites](#) & [Wild Country](#).



Planning and preparation: The team will ensure they have everything in place for their qualifying expedition including routes ([e-dofe mapping](#) can be used), [route cards](#) (or [self-calculating](#)), menu and that you have an [accredited assessor](#) available. You can request an assessor from the Scouts by completing the [Expedition Notification Form](#) or one of the [assessor networks](#), for which you have to purchase a [voucher](#).

Remember to ensure the expedition meets the [20 conditions](#) and you log it on EDofE (see above).



Register your qualifying expedition: All qualifying expeditions should be registered with the County using the [Expedition Notification Form](#).

> **Gold Expeditions** There is £100 towards all Gold Expeditions available from the [Lord Lieutenant Fund](#).



Supervisor's pre-expedition check: The Expedition Supervisor will conduct a check on all the equipment that the team will need and use during their expedition, ensuring it is fit for purpose. All participants should carry an [emergency card](#) with them. The [expedition briefing notes](#) and [risk assessment](#) are useful.



First contact and Assessor's pre-expedition check: The Accredited Assessor will discuss the proposed route with the team, provide any local information that may be helpful and once agreed, approve the route. The Assessor will meet the team in the expedition area either the day before or on the morning of the expedition. The Assessor will ask the team to confirm their training, chat through their expedition and agree their contract. The supporting adults and DofE team(s) will all review and agree expedition policies, the supervision plan and emergency procedures.



Qualifying expedition: Once fully prepared the team will undertake their expedition, which will be remotely supervised and observed by their DofE Accredited Assessor. The Supervisor and Assessor will meet the team from time to time, keeping intrusion to a minimum, ensuring the team's safety and that the DofE's 20 conditions are being met.



Debrief: At the end of the expedition the Assessor will conduct an oral debrief with the team. This is an opportunity to congratulate the team and help them to review their expedition.



Presentation: At some point after the expedition, all participants will deliver a presentation, in any medium, of their expedition which covers their aims, experiences and outcomes.



Assessment: The Accredited Assessor should provide their report for eDofE following the qualifying expedition and reports should also be provided by a person who saw their presentation.

The assessor can either:

- > Write in the keeping track book which the participant or leader uploads
- > Enter the comment at www.dofe.org/assessors using the participants EDofE number and level.

Notes

Variations: There may be occasions where a variation to the 20 conditions is needed to ensure that the participants can complete the venture, for example where there are additional needs or an injury. You will find a [variation map](#) and [application form](#) on our website, that can be emailed to us.

Resources: There are several resources to assist with the expedition section.

- > Guidance on [supervisor/assessor requirements](#)
- > [Expedition Guide](#) available from the D of E Shop
- > Don't forget our [expedition resource page](#).

If you have any queries, please drop us an email dofe@scouts-hants.org.uk.