



## **Ten Tors Training Responsibility and Competence**

**Responsibility.** The Head of Establishment (the head teacher of a state or independent school, the commanding officer of a cadet force, the district commissioner of scouts, the chairman of a rambling club or similar for other establishments) is responsible for Ten Tors and Jubilee Challenge training. He or she will usually delegate this responsibility to a Team Manager, and Training Event Leaders, Group Leaders and assistants. It is for the employer, normally represented by the Head of Establishment, to decide on whether the Team Manager and the training team are sufficiently competent.

**Competence.** The Head of Establishment is responsible for ensuring that all persons involved in the training of young people for Ten Tors are fit and proper persons, and competent to carry out their delegated duties. This is likely to include suitable experience in all the associated skills of group leadership and overnight expeditions such as knowledge of good practice relating to access, navigation, weather, clothing and equipment, the management of hypothermia and hyperthermia, water hazards, emergency procedures, the remote supervision of groups and risk management.

*“It is the combination of technical competence and leadership skills supported by a wide range of experience that forms the basis for effective group management.”*  
(From Mountain Training: Walking Group Leader).

Factors Heads of Establishment should consider are knowledge and experience, leadership qualities and qualifications to manage, conduct and supervise walking and camping activities in areas including Dartmoor, which is classified as ‘upland moorland’. Heads of Establishment will also wish to reassure themselves of other aspects of conducting outdoor activities such as safeguarding, first aid and use of transport.

**Knowledge and Experience.** Note should be taken of the practical experience of the Team Manager and Group Leaders of ‘upland moorland’ walking and wild camping in adverse conditions, ideally with experience on Dartmoor itself.

**Leadership.** The Team Manager and the appointed Group Leaders must show the necessary leadership qualities to manage and direct training appropriate to the environmental conditions, the age and standards of the participants and the extent to which participants are being directly or indirectly supervised.

**Qualifications.** Awards of Mountain Training UK and the Mountain Training England endorsed South West Mountain and Moorland Training Scheme are widely recognised and help to establish competence. Heads of Establishment should consider the qualifications held by the Team Manager and Group Leaders and follow the direction and/or advice laid down for their establishment. It should be noted that these qualifications are only valid if accompanied by current first aid certification derived from an assessed course of at least 16 hours/2 days duration including elements of First Aid training relating to wild and remote country emergency assistance and evacuation.

In exceptional cases, where the Team Manager or Group Leader does not hold appropriate qualifications, a suitably qualified technical adviser, as defined by the Adventure Activities Licensing Authority, may confirm an equivalent competence level.

**Cadet Forces.** Instructions on qualification levels are given in JSP 535 Cadet Training Safety Precautions 2011 and amplified in single service publications.

**Scouts.** Policy, Organisation and Rules (POR) and the associated adventurous activities guidance sets the required competencies for

Scout Team Managers, Deputy Team Managers and Group Leaders. The required Hillwalking and Nights Away Permits should be listed against the relevant roles/individuals in the Entry Application. Hillwalking permits should indicate whether they cover Terrain 1 or Terrain 2, are for 'Summer' or 'Winter' and whether 'supervision' is explicitly authorised. All permits must be recorded in the Scout Association's Membership Database and valid throughout training for the Ten Tors and Jubilee Challenges.

**Briefing.** Each participating establishment is obliged to send a competent representative to the Ten Tors Briefing Day to ensure that they are familiar with the essentials of the Challenge.

**Advice on Competence.** Ten Tors Management and Supervision -Recommended Practice, produced by the South-West Outdoor Education Advisers Panel, and endorsed by the local authorities in the south-west, is reproduced below. In exceptional cases, where the Team Manager or Group Leaders do not hold appropriate qualifications, a suitably qualified technical adviser, as outlined by the Adventure Activities Licensing Authority, may confirm an equivalent competence level.

Further advice on what is deemed to be 'competent' can be obtained from:

Adventure Activities Licensing Authority.  
[www.aals.org.uk](http://www.aals.org.uk)

Mountain Training England (MTE).  
<http://www.mountain-training.org/home-nations/england>

**Training.** A range of providers offer training for the Mountain Leader and Walking Group Leader <http://www.mountain-training.org/find-a-course> or South West Mountain and Moorland Leader Training Scheme. See Page 5 below.

**Remote supervision.** Particular attention should be paid to the competence of those involved in oversight of groups who have reached the remote supervision phase of their training, developing and honing their capacity for independent travel in wild country. Team Managers should ensure that their remote supervision practice is compliant with their employers' or establishment's requirements; MTE's *Remote Supervision Guidance Notes – Current Practice in the supervision of groups operating independently* Revised January 2008 offers invaluable guidance.



3. Grimspound

Elizabeth Kitson

## Ten Tors: Management and Supervision

### Recommended practice (Produced by the South-West Outdoor Education Advisers Panel)

The information below summarises practice recommended by the South-West Outdoor Education Advisers Panel and endorsed by Local Authorities for the management of Ten Tors training in terms of role, recommended minimum competence, recommended minimum staffing ratios and risk management.

Competence is based on the experience, leadership skills and qualifications needed to manage and supervise walking and camping activities, in areas including Dartmoor. In addition to the specific qualifications listed below, experience should include appropriate recent experience of moorland walking and camping, and in adverse conditions, ideally with experience on Dartmoor. Leadership skills include those necessary for an individual to carry out their role effectively, according to the weather conditions, age and appropriate experience of the participants and the extent to which participants are directly or indirectly supervised.

Ten Tors Team Managers must attend the Ten Tors training weekend as required by the Ten Tors organisers. The Ten Tors Team Manager and all group leaders should be aware of current good practice in terms of leadership, hypothermia and hyperthermia, water hazards, access, remote supervision, clothing and equipment.

Leading up to the Ten Tors event, the management of Ten Tors training is typically carried out by adults who have one of the following roles, noting that within small teams some of these roles will be carried out by the same person; Ten Tors Team Manager; Ten Tors Training Event Leader; Group Leader and Assistant

	Ten Tors Team Manager	Ten Tors Training Event Leader	Group Leader	Assistant
<b>Role</b>	<ul style="list-style-type: none"> <li>Co-ordination and management of one or more teams on behalf of a school or establishment.</li> <li>Identified link with Ten Tors organisers.</li> <li>The Team Manager will not necessarily be out on the moor with groups on each occasion training takes place.</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for the overall management of a particular training event. This person will typically be the Ten Tors Team Manager or a suitably competent deputy.</li> <li>The Training Event Leader will determine the deployment of staff for a particular training event, based on the conditions on the moor, age and experience of participants etc.</li> </ul>	<ul style="list-style-type: none"> <li>Responsibility for the supervision on the moor of a specific group of Ten Tors trainees.</li> <li>Supervision includes determining how any remote supervision is carried out.</li> </ul>	<ul style="list-style-type: none"> <li>Assisting a Group Leader with the supervision of a group on the moor.</li> </ul>
<b>Recommended minimum competence</b>	<ul style="list-style-type: none"> <li>Summer Moorland Camping Leader (SWMMLTS) or</li> <li>Walking Group Leader* (WGL) or</li> <li>Mountain Leader Award (MT UK)</li> </ul>	<ul style="list-style-type: none"> <li>Summer Moorland Camping Leader (SWMMLTS) or</li> <li>Walking Group Leader * (WGL) or</li> <li>Mountain Leader Award (MT UK)</li> </ul> <p><i>(If the training event does not involve camping the minimum competence</i></p>	<ul style="list-style-type: none"> <li>Summer Moorland Camping Leader (SWMMLTS) or</li> <li>Walking Group Leader* (WGL) or</li> <li>Mountain Leader Award (MT UK)</li> </ul> <p><i>(If the training event does not involve camping the minimum competence</i></p>	<ul style="list-style-type: none"> <li>Relevant experience</li> </ul> <p>The level of experience required will depend on the role of the assistant, determined by the group leader and the conditions</p>

		<i>should be Summer Moorland Walking Leader or Winter Moorland Walking Leader, as appropriate)</i>	<i>should be Summer Moorland Walking Leader or Winter Moorland Walking Leader, as appropriate)</i>	on the day.
<b>Risk management</b>	<ul style="list-style-type: none"> <li>Responsible for producing a specific risk assessment for the forthcoming season for the school or establishment, based on anticipated training locations and overall size, composition and experience of the staff and participant team.</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for adapting the risk assessment in planning for a specific training event.</li> <li>Responsible for management of risk during the training event</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for on-going management of risk during the training event</li> </ul>	<ul style="list-style-type: none"> <li>Acting in support of the Group Leader, and for on-going management of risk within the limit of their skills and experience.</li> </ul>
<b>Staffing ratio</b>	<ul style="list-style-type: none"> <li>The Team Manager should ensure that the season's training programme and the staffing for any specific training event is appropriate, based on risk assessment.</li> <li>All Group Leaders must work within the requirements of their organisations / employers' policy.</li> <li>The Event Leader should ensure the whole group is adequately supervised, with suitable staffing ratios and determined by the forecast conditions.</li> <li>One appropriately qualified Group Leader should be responsible for a maximum of 15 young people.</li> <li>A second suitable person should be available to assist if an individual group is larger than 8 participants.</li> <li>There will be many occasions when an improved ratio is required, dependant on conditions and informed by risk assessment.</li> </ul>			
<b>Winter conditions</b>	<ul style="list-style-type: none"> <li>Winter conditions apply when snow or ice prevail or are forecast. If training takes place in winter conditions, the Group Leader must have the Winter Moorland Walking Leader Award (SWMMLTS) or WGL or Mountain Leader Award –or the Event Leader must adjust plans to use suitably sheltered locations off the open moor.</li> </ul>			
<b>Technical Expert</b>	<ul style="list-style-type: none"> <li>A technical expert may confirm the equivalent competence of a Training Event Leader or Group Leader. However, it is recommended that all leaders confirm their competence through formal assessment. The qualifications of this technical expert should be in line with guidance provided by the Adventure Activities Licensing Service. For moorland country in winter conditions the technical expert should be an MIC (Mountain Instructor Certificate) holder or International Mountain Leader (IML). For moorland country in summer conditions the technical expert may be MIC, IML or holder of the Mountain Instructor Award. For lowland country the technical expert may be MIC, IML, MIA or a Summer Mountain Leader.</li> <li>Particular attention should be paid to groups who are unaccompanied and therefore supervised remotely. As the Licensing Authority indicates: <ul style="list-style-type: none"> <li>a group leader should have personal knowledge that participants are sufficiently experienced and competent to undertake the task and are adequately trained in first aid and emergency procedures</li> <li>the limits of the area within which the activity takes place should be clearly defined</li> <li>individual responsibilities should be clearly defined</li> <li>a check should be carried out that participants have understood the arrangements before they set out.</li> </ul> </li> </ul> <p>The Team Manager should ensure there are suitable back up and monitoring systems in place while such activities are in place and can respond to changes in plan.</p>			

<p><b>Training opportunities and additional information</b></p>	<ul style="list-style-type: none"> <li>• Mountain Training England: <a href="http://www.mountain-training.org/home-nations/england">http://www.mountain-training.org/home-nations/england</a> MTE has produced a booklet providing best practice in the remote supervision of groups.</li> <li>• MT UK has produced <i>Hillwalking: The Official Handbook of the Mountain Leader and Walking Group Leader Schemes</i></li> <li>• The South West Mountain and Moorland Leader Training Scheme covers the moorland areas of the South West and the Brecon Beacons, excluding exposed ridges, gullies and steep ground. The South West Mountain and Moorland Leader Training Scheme Syllabus can be seen at: <a href="http://www.cornwall.gov.uk/cornwalloutdoors">www.cornwall.gov.uk/cornwalloutdoors</a></li> <li>• A range of providers offer training for the South West Mountain and Moorland Leader Training Scheme. Contact your local authority.        Cornwall <a href="http://www.cornwalllearningonline.co.uk/courses/bookings/default.asp">http://www.cornwalllearningonline.co.uk/courses/bookings/default.asp</a>        Devon <a href="http://www.dartmoorcentres.co.uk/training.html">http://www.dartmoorcentres.co.uk/training.html</a>        Somerset <a href="http://www.positiveventure.com/">http://www.positiveventure.com/</a>        Plymouth <a href="http://www.workforce-development.co.uk/cpd/">http://www.workforce-development.co.uk/cpd/</a>        Dorset <a href="http://www.dorsetforyou.com/swmm">http://www.dorsetforyou.com/swmm</a></li> </ul> <ul style="list-style-type: none"> <li>• Local authorities involved in this scheme include Cornwall, Plymouth, Devon, Torbay, Somerset, Dorset, Bristol, Bath and North East Somerset, Wiltshire, Swindon, North Somerset and Gloucestershire.</li> <li>• Dartmoor National Park: <a href="http://www.dartmoor-npa.gov.uk/">www.dartmoor-npa.gov.uk/</a></li> <li>• Exmoor National Park: <a href="http://www.exmoor-nationalpark.gov.uk">www.exmoor-nationalpark.gov.uk</a></li> <li>• Met Office: <a href="http://www.metoffice.gov.uk">www.metoffice.gov.uk</a></li> <li>• Weathercall Devon and Cornwall phone: 09068 500 404</li> <li>• Weathercall South-West fax: 09065 300 129</li> <li>• Guidance from the Licensing Authority on the Adventure Activities Licensing Regulations, 2004, Second Edition, 2007, HSE ISBN 978 0 7176 6243 2</li> </ul>
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**\* Walking Group Leader:** The supervision of remote (moorland) camping is not included within the standard WGL assessment. Therefore, if the WGL leader plans to supervise remote camping, they should be assessed for this activity by their WGL assessor or they should complete the summer moorland camping leader assessment of the South West Mountain and Moorland Leader Training Scheme.

**Award in Basic Expedition Leadership:** Sports Leaders UK administers the Level 2 Award in Basic Expedition Leadership (ABEL). NB. This is not appropriate as a qualification to take responsibility for supervising groups on open moorland.