

Expedition and Outdoor Leadership Certificate Guidance Note for BB Leaders: 2014

The regulations for Leaders are set out in Appendix A2 of the BB Safety Manual, as shown below.

Requirements to Lead an Expedition

A leader supervising Expeditions must hold an Expedition and Outdoor Leadership Certificate at the appropriate level. Certificates are valid for five years and are subject to renewal.

Expedition and Outdoor Leadership Certificate

The Certificate in Expedition and Outdoor Leadership for all those who train children & young people in Expedition skills, and/or supervise Expeditions, is set at three levels:

- i) Basic: for those who have passed the Theory part of the assessment, allowing them to instruct children & young people and lead accompanied training expeditions in moderate and familiar terrain and in doing so, gain experience.*
- ii) Standard: for those leaders training and supervising Expeditions within the Brigade's Award Scheme (i.e., up to the Queen's Badge or Silver DofE Award standards).*
- iii) Advanced: for those leaders training and supervising Expeditions to Gold DofE Award standards (i.e., in wild country).*

The Brigade will recognise externally operated training schemes such as the Basic Expedition Leadership Award (BELA) and Mountain Leader training schemes. Locally provided training is also recognised but the Brigade retains the responsibility for assessment of locally trained candidates. To obtain a BB Expedition and Outdoor Leadership Certificate, an application should be made to your Regional Headquarters including copies of externally gained certificates.

[A valid First Aid Certificate is required prior to the award of any certificate. It is recommended that these certificates are kept updated at the appropriate times.] This paragraph has been superseded by the following statement from BB Executive in June 2012 "It is desirable that leaders training, leading and assessing expeditions have an appropriate knowledge of first aid and should ensure that young people taking part are adequately trained in first aid."

Expeditions Other than on Foot

To supervise expeditions other than on foot (e.g., by canoe, yacht, cycle, horseback), leaders should hold a certificate of competence issued by an appropriate association or club, in addition to the Brigade's Expedition and Outdoor Leadership Certificate.

Duration and Renewal of the Certificates

The Expedition Certificates last for a period of five years and will be kept "live" by undertaking the equivalent of one expedition per year. Log sheets are available from the appropriate Regional Headquarters for leaders to keep brief details of their expedition experience. These should be kept by the individual leader in his or her Training Record file. Applications for five-year extensions should be made to the appropriate Regional Headquarters, by sending in the completed log sheets.

The information which follows explains what this means in practice for BB leaders who instruct, train, lead or supervise BB and Duke of Edinburgh's Award expeditions and outdoor ventures.

When do I need to hold a BB E+OL Certificate?

- If you are instructing young people for an expedition, then a Certificate is required.
- If you are leading a group on an accompanied walk or expedition training, then you must hold a Certificate at the appropriate level, unless the venture is taking place in “normal” country.
- If you are supervising any unaccompanied expedition, the relevant Certificate is mandatory.

(It should be noted that these requirements apply regardless of the age of the young people taking part.)

What is “normal” country?

- Low-lying rural countryside, farmland, valleys, woodland and small areas of forest.
- Lowland glens and valleys from which reliable access to communication or external assistance is feasible without undue delay and without reliance on any portable communications device.
- Gentle to moderate rolling terrain with no steep slopes to negotiate.

(Areas such as the New Forest are considered to be “normal” country, as are some straightforward and well-defined paths through – not over – mountainous terrain, such as the Roman Steps in North Wales. Leaders should exercise good judgement and err on the side of caution when considering whether their planned accompanied walk is in “normal” country; their own prior knowledge of the route will be a helpful guide.)

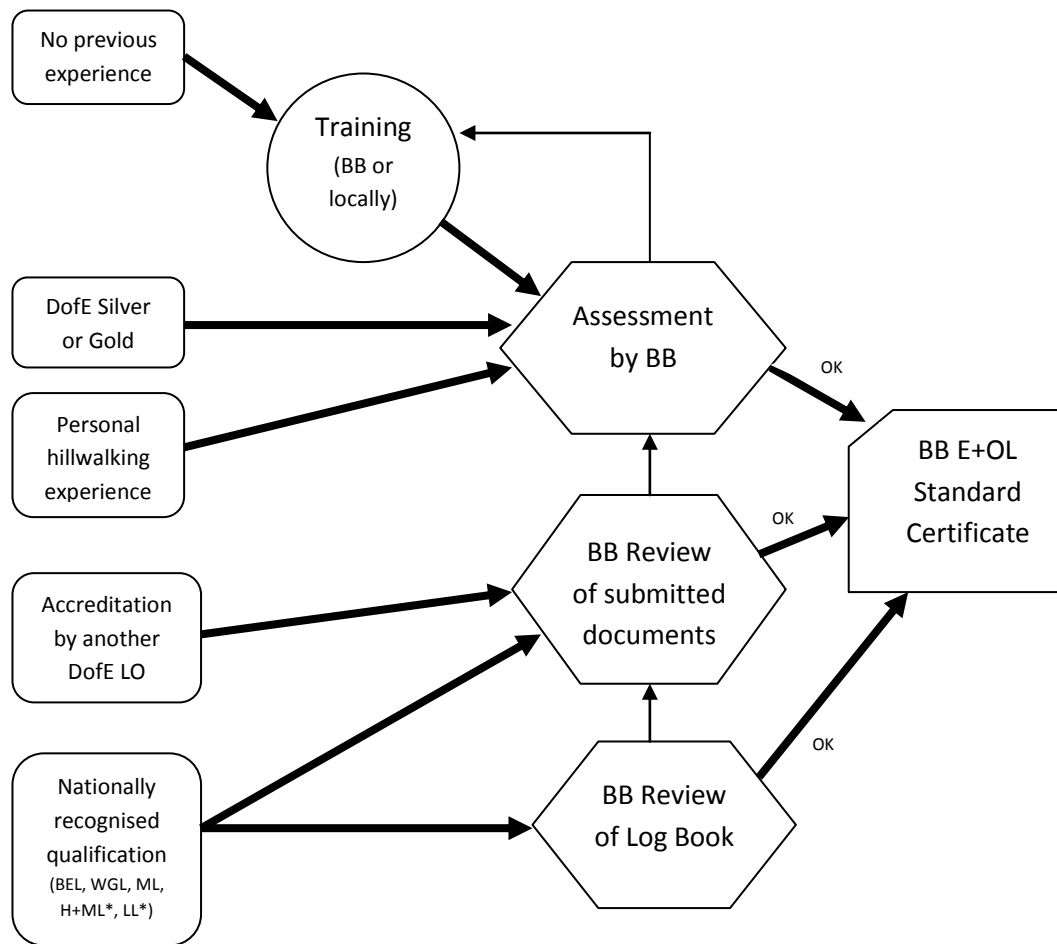
How do I obtain a BB E+OL Certificate?

This depends on your own personal level of experience and competence. If you already hold a nationally recognised certificate (such as BEL, WGL, ML) and can demonstrate your experience by way of an adequate Log Book, then it is likely that you will be issued with a Certificate without further ado. Equally, if you are a recognised DofE Expedition Supervisor with another Licensed Organisation (for example a County Council or another youth organisation) then further assessment may not be necessary. Otherwise, satisfactory attendance at a BB E+OL Certificate Assessment is required.

The following “flow chart” for the Standard Certificate (see next page) may help you to work out what you need to do. Start at the left-hand side, from the box that best describes your current knowledge and experience, and move towards the right-hand side.

For the “Basic” certificate, the process is the same, but the starting point will be from one of the top three boxes, and BB Assessment will be required.

Upgrading from Basic to Standard and from Standard to Advanced will normally be by BB Assessment, except in the case of holders of nationally recognised qualifications, where issue of an Advanced certificate may be approved directly.



* plus Expedition Skills Module

Diagram showing routes to the Standard Expedition & Outdoor Leadership Certificate

What help and guidance is available?

- The Boys' Brigade publication "Expeditions – A Craft Manual" is an excellent starting point. It can be found on the BB website as a downloadable pdf document, and is a practical, common-sense guide to expeditions in the BB.
- Duke of Edinburgh's Award "Expedition Guide" is also useful; it is essential reading for those organising DofE expeditions.
- Other sources include "Land Navigation" by Wally Keay, published by DofE, and the many books and interactive training programs prepared by the Mountain Leader Training Boards and others.
- Personal help may also be available locally; perhaps start by contacting your Battallion's DofE Ambassador.

Where do I find training opportunities?

- The Boys' Brigade Mountaineering Club offers practical training for leaders and young people. This often takes place in the Lake District, but they may also be able to provide training in an area more convenient to your Company. The current (2014) contact is Andy Holland - andy.holland2@ntlworld.com
- Look at the pages at the end of the BB Gazette – training opportunities are often listed.

- Your Local Authority will run local training for their own DofE leaders, and you may be able to enrol.
- There are many DofE “Approved Activity Providers” offering expedition training for leaders. You can find links to their sites on the DofE website www.dofe.org or from their advertisements in the DofE Magazine.

How do I get assessed?

- Boys' Brigade offers a National Assessment annually, usually in the Peak District. Details are on the Training pages of the BB website.
- BB Mountaineering Club also offers Assessments, usually in the Lake District; check out Training on the BB website or contact Andy Holland (see above).
- BB Scotland offers training and assessment annually, based at Carronvale House.

It has been recognised that the relative lack of Assessment opportunities has been a significant barrier to leaders gaining their E+OL Certificate. Following two successful trials of local Assessment in The New Forest by BB in Hampshire, it has been agreed that, from January 2015, Assessments for Basic and Standard Certificates can be organised locally by Districts and Battalions.

How can my District/Battalion organise a Basic/Standard Assessment?

There is a separate Guidance Note for the Organisers of Assessments, but in brief, the main conditions are that

- It should be at least a two-day event
- It should involve practical navigation and campcraft
- The programme should enable the competencies of individual attendees to be assessed
- The Assessor should be a person who holds a WGL, ML or similar qualification

How do I apply for my Certificate?

- There is an application form available to download from the BB website. Complete it and send it to BBHQ.
- If you have gone through an Assessment process, the organiser of that event will have notified BBHQ of your successful completion, and a Certificate will normally be issued forthwith.
- If you are relying on Accreditation by another body, or a nationally recognised qualification, you should submit all relevant supporting information along with the application form; the issue of a Certificate will normally follow, but, after review, BB may consider it to be necessary for an Assessment to be undertaken.

How do I renew my Certificate?

The Certificate is valid for five years. When it is issued, you will also receive a Log Book, in which you should record all your relevant expedition and outdoor activities, including all BB, DofE and personal experience. To renew, simply send the Log Book to BBHQ along with a covering letter.

When do I need an Advanced Certificate?

If you wish to train, supervise or lead young people in “Wild Country” you must hold an Advanced Expedition and Outdoor Leadership Certificate. It is therefore, among other things, a pre-requisite for DofE Gold expeditions.

What is “Wild Country”?

“Wild Country” is defined by the Duke of Edinburgh’s Award, and is detailed on their website and in their literature. It is generally mountainous and/or remote country, in which all UK DofE Gold expeditions take place.

Any expedition or walk in Wild Country requires the leader to hold an Advanced BB E+OL Certificate (unless it is an accompanied walk on a well-defined path through the hills – see Page 2).

Each Wild Country area has a “Network” of people with local knowledge; they can be of great help when planning an expedition. Contact details at

<http://www.dofe.org/en/content/cms/leaders/expedition-areas/>

How can I upgrade my BB Certificate?

If you hold a Basic Certificate, this will normally be upgraded to Standard following a further BB Assessment. In some cases it may be possible for this to be done on a one-to-one basis, rather than by attendance at a two-day course.

If you hold a Standard Certificate, attendance at a BB Assessment (national or BBMC) is required in order to upgrade to Advanced. If you hold WGL or ML and have extensive experience, this requirement may be waived at the discretion of BBHQ.

Can I be a DofE Expedition Assessor?

All DofE expeditions need an Assessor. At Bronze and Silver level, this may be someone in your Company who has had no involvement in the training of the young people, although external assessment is preferable; at Gold level, however, the Assessor must be completely independent.

However, ALL DofE Expedition Assessors need to be Accredited. Details of this process are available on the DofE website at <http://www.dofe.org/en/content/cms/leaders/training/eaas/>

It is recommended that BB DofE Expedition Assessors hold the relevant BB E+OL Certificate.

How do I get any other questions answered?

First port of call is BBHQ. The DofE team will generally be able to answer questions, or at least point you in the direction of someone who can.

The current DofE Manager is David Allan. Contact him by e-mail at david.allan@boys-brigade.org.uk