

Group Leader's briefing on Kandersteg 2025 Safety Management



We are in the process of establishing clear responsibilities for the safety and welfare of everyone attending next year's expedition to Kandersteg.

The organising team and Kandersteg themselves have responsibilities to provide a safe environment, food and activities. But each group's Leaders have overall responsibility for the safety, health, welfare and enjoyment of their young people - supported by their District team.

We have therefore established a checklist of the safety and welfare responsibilities of each District Lead Volunteer (below), and each group's Leadership team (overleaf). Groups attending will be briefed on their responsibilities at forthcoming K2025 expedition meetings.

Responsibilities of District Lead Volunteers

Preparing for the expedition:

1. To agree who is the Leader in charge of each group (which may consist of Scouts, Explorers and Network members from several Scout Groups)
2. To validate and certify to the organisers that all the responsibilities listed overleaf have been, or will be, fulfilled by the group's Leader in charge before the expedition
3. Approval of the group's Risk Assessments and Nights Away Notification, including checking any salient points with the organisers if they are unsure
4. If they will be on the expedition themselves, or unavailable for all or part of the expedition: to nominate an "at-home" contact to act on their behalf, in case of significant incidents during the expedition

During the expedition:

- To ensure effective "at-home" communications and support in the case of significant incidents during the expedition

Responsibilities of each group's Leader in charge

Preparing for the expedition:

1. Ensuring that all POR rules relating to their leadership team will be adhered to, including:
 - leadership ratios
 - ensuring that all Leaders will be up to date with mandatory training (including First Aid, Safety & Safeguarding)
 - having sufficient Leaders with current Nights Away permits
 - having Leaders with current permits for any self-led adventurous activities
2. Ensuring that every member of the leadership team has a copy of the Purple Card (Safe Scouting) when they are in Kandersteg, and knows to follow it in an Emergency
3. Taking out and maintaining insurance to cover their group's equipment, at KISC and in transit
4. Planning for safe storage and handling of food
5. Ensuring that all equipment is packed securely for shipping and within the weight/size rules provided
6. Collection and secure recording of their group's health and additional needs
7. Ensuring that the additional needs of their group's members are fully understood and can be accommodated/supported
8. Writing of Risk Assessments (RAs) specific to their group's travel plans, leadership and activities including – for externally organised activities – consideration of the organiser's RAs and inclusion of any relevant parts in the group's Ras
9. Submission of the Nights Away Notification to the relevant DLV for their group
10. Ensuring that all group members are aware of the KISC Guest Declaration and rules, and that they must follow them
11. Ensuring that their Leaders complete any KISC required and provided training prior to the expedition
12. Establishment of an adequate InTouch system for use during the expedition
13. Providing a copy of the Group's intended programme to the expedition Leadership Team

During the expedition:

1. Safe and effective leadership of their group at all times, including during "free time"
2. Ensuring the health, safety and wellbeing of their group members - including managing all health and safety risks, and supporting any additional needs of their members
3. To sign and return a copy of the KISC Guest Declaration to KISC reception on arrival
4. Ensuring that their group follow POR, the expedition rules and the KISC rules
5. Advising the organising team of any change to the Group's programme and ensuring that it remains compliant with POR
6. Adherence to, and updating of, their group's RAs – including real-time ("dynamic") re-assessment and adjustment if circumstances change
7. Safe storage and handling of food
8. Ensuring that all activities are run safely, and stopping them if they have concerns
9. Ensuring that any all-adult activities follow the POR rules for "Adult groups undertaking activities"
10. Management of their group's health and additional needs records
11. Dealing with routine health / additional needs, and First Aid incidents
12. Immediate reporting to the organisers, and HQ if necessary, of any injuries, accidents, safeguarding incidents and near misses.
13. Management of and problems and challenges within their group, and requesting help from the organisers with exceptional or serious incidents
14. Operation of the InTouch system for their group