

**Cover Page: Outdoor Project Week (Green, to Aileen)**

Supervisor:

Destination:

Leaders:

First Aider(s):

Participants\*:

1

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2

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3

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4

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5

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General Description of Destination and Activity:

Preparation Check List:

1. Cover page: record approval for idea of project from Supervisor
2. Campshed Equipment Request
3. Gear Check every group member
4. Supervisor Gear check every member
5. Food, planning for nutrition and logistics
6. Prepare maps, prepare copy to leave with check in person.
7. Complete Risk Assessment, include plan for communication.

**Initial Supervisor Approval**

**I believe that this project has the potential to be shaped into a good project week for the participants listed. Should the leaders complete the preparation necessary and follow guidance given, the project will go ahead. Should the leaders not keep up with the program of preparation, or should they not follow my advice, this project will be disbanded.**

**Signed:**

**Name:**

**Date:**

\*For good dynamic and management of safety, group should be a total of 3 – 6 people.

## CAMPSHED EQUIPMENT REQUEST PROJECT WEEK

*Please return to Aileen by Wednesday*

### FOOD

Stove (one stove for 3 or 4 people)	
Pots	
Fuel (for how many days will you be cooking with the stove?)	
Cooking Utensils	
Bowls	
Cups	
Water Bottles (we have a limited supply)	
(You need to get your own knives and forks)	

### SHELTER

Tent (3, 4 or 5 man tent?)	
Sleeping bags	
Mats	
(flashlight – we have a limited supply)	

### COMMUNICATION

Will you be in cell phone range, and will you have a cell phone?	
Will you ever be out of cell phone range?	
Will you be hiking more than 1km from a road?	

### OTHER

First Aid kit	
Navigation Equipment – list what you have in the way of maps/compass etc.	

Anything else:

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Destination:

Leaders:

First Aider(s):

Participants:

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Preparation Check List:

- 8. Cover page: record approval for idea of project from Supervisor
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**Signed:**

**Name:**

**Date:**

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## CAMPSED EQUIPMENT REQUEST PROJECT WEEK

*Please return to Aileen by Wednesday*

### FOOD

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Pots	
Fuel (for how many days will you be cooking with the stove?)	
Cooking Utensils	
Bowls	
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(You need to get your own knives and forks)	

### SHELTER

Tent (3, 4 or 5 man tent?)	
Sleeping bags	
Mats	
(flashlight – we have a limited supply)	

### COMMUNICATION

Will you be in cell phone range, and will you have a cell phone?	
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Will you be hiking more than 1km from a road?	

### OTHER

First Aid kit	
Navigation Equipment – list what you have in the way of maps/compass etc.	

Anything else:

Objectives to consider while designing an outdoor project week.

For each participant:

1. To experience being outdoors for an extended period of time, and to therefore need to be prepared for the outdoor environment and to experience being out of one's ordinary comfort zone.
2. To practice empathy for others through a situation that often creates obvious physical needs. (need for warmth, need for food).
3. To experience the group dynamics where the reward of good dynamics is immediately felt.
4. To have the opportunity to develop a particular skill, with an endurance factor: sailing, kayaking, hiking, biking etc.
5. To learn the craft of living outside.
6. To appreciate a new place, experience beauty in nature.
7. To experience an entirely different environment - away from some of the distractions present in normal life
8. To learn to plan an appropriate menu that provides a balanced diet for a fixed period of time
9. To develop skills in budgeting for a defined objective
10. To learn appropriate use of equipment and how to take good care of it, including post trip clean-up/drying.
11. To learn how to maintain a safe and organized camp and practise Leave No Trace skills

For the student leader:

1. To give an exercise in group management where consequences of a good/poor job are immediately felt but safe.
2. To be in a situation where competence in an activity is required.
3. To gain experience in making decisions that impact another. (As a member of the college, rather than as an individual).
4. To learn skills in planning an expedition (or similar) where each member of the group will be challenged within their physical limits
5. To practise delegation as an important part of group management
6. To include a self-assessment of the leadership they provided and what they may have learnt from the experience of leadership in their project week reflection.

Destination:

Leaders:

Supervisor:

**Plan A:**

Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

**Plan B:**

Sunday	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

**Gear Check: Trip Leader Copy**

Project Destination and Activity:

Leaders:

Supervisor:

Participant:					
Hat					
Warm Socks					
Gloves					
Base layer top					
Base layer trousers					
Mid layer top					
Mid layer trousers					
Warm sweater					
Waterproof Jacket					
Waterproof Trousers					
Good footwear					

## Gear Check: Supervisor Copy

Project Destination and Activity:

Leaders:

Supervisor:

Participant:					
Hat					
Warm Socks					
Gloves					
Base layer top					
Base layer trousers					
Mid layer top					
Mid layer trousers					
Warm sweater					
Waterproof Jacket					
Waterproof Trousers					
Good footwear					

Supervisor signature:

Date of Equipment review:

## Food Preparation Form #1

This page is to help you plan for food if you will be unable to shop for more than a day.

Aim for between 700 and 900 gms of dried food per person per day. Carry emergency food if going on a day trip. Out of town for more than two night? Plan to take a lot of something as back up – eg, a lot of granola (doesn't need cooked, filling). There are ingredient ideas on the following page (the shopping list).

Breakfast	Example	Day 1	Day 2	Day 3	Day 4	Day 5
Item	Oats					
Grams/person	75					
Number People	5					
Total	375					

Lunch	Example	Day 1	Day 2	Day 3	Day 4	Day 5
Carbohydrate	Bagels					
Protein	Cheese					
Other	Hot sauce					

Dinner	Example	Day 1	Day 2	Day 3	Day 4	Day 5
Carbohydrate	Rice					
Protein	Beans					
Other	Eggs					
Other	Onions					
Other	Mrooms					
Other	-					

Snacks	Example	Day 1	Day 2	Day 3	Day 4	Day 5
Snack morning	Granola bar					
Snack afternoon	Dried fruit					
Snack evening	Chocolate					

Food Preparation Form #2: Prepare your shopping list!  
 From the previous page, calculate how much you will need:

Brown Sugar	
Oats	
Pancake Mix	
Granola	
Cereal	
Dried Fruit	
Wraps	
Bagels	
Cheese	
Peanut Butter	
Jam	
Loaves of Bread	
Pasta	
Rice	
Dehydrated Beans	
Tuna	
Eggs	
Cooked sausage	
Packet Sauces	
Garlic	
Onions	
Zucchini	
Hot Chocolate	
Tea bags	

Other things to take for your kitchen:

Something to wash pots with. A small sharp knife. Cleaning sponge.

A small amount of salt.

Lighters (one per person, keep them dry!)

A small amount of oil.

A small amount of mixed herbs/spice/sauce.

