

A Rough Guide to planning an Expedition

Edition 8: April 2008

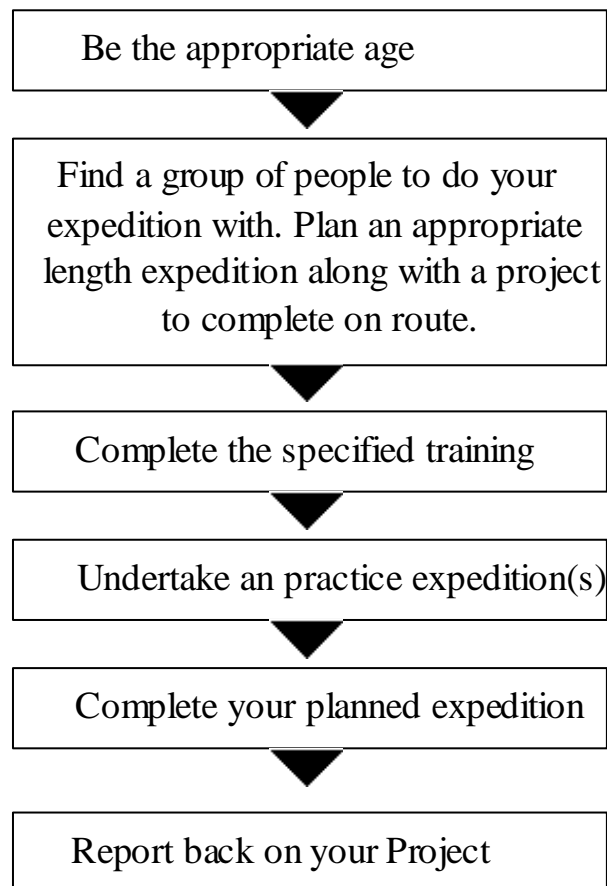
Introduction

This guide has been written to help you plan and train for an expedition: be it your Duke of Edinburgh's Award, Chief Scout Award or the Scout Expedition Challenge!

Why do an expedition ... ever? For adventure & discovery, to get away from the younger members, developing you as a person (team work, leadership) and it will allow you to complete your award!

How do I use this guide? In any way you want, you can use it as loo roll should you desire. But seriously the aim of this "Rough Guide" is to guide you through the process of expedition planning. There is also a separate pack that covers the Training. By the way, "The Duke of Edinburgh's Award Expedition Guide" by Wally Keay is really very good resource, as is "Land Navigation".

Part 1 - What do you need to do?



Now it's time to start - hold onto your chairs, benches or whatever you happen to be sat on ... here we go....

A ROUGH GUIDE TO PLANNING AN EXPEDITION

Part 2: Your Team

You need a team (you can't do it on your own!). There are restrictions on numbers and ages so pay close, close attention.

Expedition Challenge (Scouts) (10+)	There must be between 4 and 7 in the group. Having 5 or more means the expedition can continue if one drops out.
D of E Bronze/CSA Diamond (14+)	
D of E Silver/CSA Platinum (15+)	
D of E Gold/Queen's Scout Award (16+)	



RECORD A LIST OF YOUR "TEAM MEMBERS" HERE:

Person (name)	Address	Phone No and email
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		

Part 3: The where, how and when of it all!

How are you going to do it? The most common options are **hiking and cycling**, although with the right trained leaders Canoeing, Sailing and Horseback are all possible options.

Where are you going to do it? Now the hard bit - where on earth do you want to go (it has to be on earth - space expeditions have not yet been approved). It must be unfamiliar. Here is some guidance.

Hiking	Bronze: Rural or Open Country <i>e.g.</i> The New Forest, South Downs or the Purbecks. Long Distance Paths (signposted routes) must be avoided at all levels of the award.
	Silver: The New Forest (or similar) can be used at Silver Level, however some groups like to visit a more challenging area <i>e.g.</i> Exmoor. <i>Wild Country Expeditions</i> <i>e.g.</i> Lake District can also be undertaken providing that the group is experienced and appropriate training/supervision is available.
	Gold: Expeditions should be planned within a <i>Wild Country Area</i> . See Duke of Edinburgh's Award Handbook for details.
Canoeing	You could choose a river (<i>e.g.</i> River Wye) or a Canal (<i>e.g.</i> Kennet & Avon). Someone with appropriate qualifications must train and supervise you.
Horseback	Needs to be an area with plenty of Bridleways <i>e.g.</i> Forest of Dean. Seek specialist advice.

When are you going to do it? You need to find some dates when you all can do the final expedition. School holidays are often good. You will need to remember:

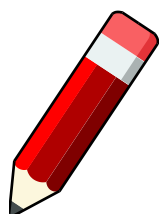
(a) The number of days required:

Expedition Ch. – 2	Bronze D of E – 2	Silver D of E – 3	Gold D of E- 4
--------------------	-------------------	-------------------	----------------

(b) Time required for training & practices (3-6 months)

(c) Time of year. The expedition season is April – October.

(d) The availability of leaders.



<p>How? _____</p> <p>_____</p> <p>Where? _____</p> <p>_____</p> <p>When?</p> <p>_____</p>
--

A ROUGH GUIDE TO PLANNING AN EXPEDITION

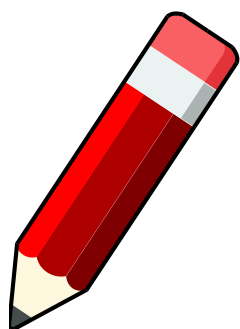
Part 4: The project - a rough idea:

The project is an important part of the expedition and needs planning. For example you cannot do a study about the night behaviour of Welsh sheep in the New Forest! You may need to look closely at your location and mode of transport.

You can opt to do an **expedition** which involves less travelling and more project work (**at least half the planned time must be involved journeying though**). There is a CD produced by the D of E to help you with planning your project.

Some ideas could include:

- How well kept are the footpaths?
- Effect of a motorway/industry/tourism/railway on an area
- Study of ... Sheep Breeding (!), Bird Life (not the female kind?), Flowers, Visual landforms, Communication Networks (rail, roads etc.), Local History/Battles etc., Effect of long distance footpaths on farming, erosion etc. Pollution in streams and rivers
- Surveys of ... Churches, Inns, Castles, Insects, Trees, Wildlife, Monuments, Dry Stone Walls etc.



Record your Ideas here:

Part 5 – Preparing for your expedition

You will need people to **train** you to the appropriate standard. This could be people from your group or the Red Cross etc. They will sign your **record book** when your training is complete. The **Rough Guide to Training for an Expedition** takes you step by step through this and is available at www.scouts-hants.org.uk/dofe.

You will also require someone to **supervise** you on your expedition and **assess** your expedition and project. At Silver and Gold level your assessor will be independent of your group and may come from one of the wild county panels. Your leader will help you find these people in conjunction with your D of E adviser.

You will also complete some **practice journeys** which will allow you to practice your skills, find out how fast you walk, try out equipment, adjust your rucksack weight, work as a team and try out your project. You will need to undertake as many practices as is necessary to get ready for your hike. This is usually 1 at Bronze/Expedition Challenge, 2 at Silver and 3 at Gold Level. This can be reduced if you have completed other hikes before, although 1 remains the minimum.

Part 6: Planning the Final Expedition

- **Work out your campsites & Route**

You need to plan a route encompassing a camp site for each night. This means you need campsites which are not too far away from each other, but not too close either!

Top Tip: If you use laminated (aqua 3) maps and write on using a thin permanent marker, you can easily revise your route. Just use meths to remove the pen and start again!

How to find a camp-site

You need to find a campsite for each night you are camping. You will say, “how on ... am I going to find them?” Been there, done that - here are some suggestions:

- Check the Scout Camp Site directory at www.scoutbase.org.uk.
- Look at Hampshire County Councils outdoor centres: www.hants.gov.uk/outdooreducation.
- Contact the Duke of Edinburgh Award Panel in the area e.g. New Forest, Forest of Dean and all wild country areas (see www.theaward.org).
- For the New Forest, you may camp “wild” with prior permission from the Forestry Commission (contact 023 8028 3141). A list of other new forest sites can be found at www.scouts-hants.org.uk/dofe.
- Write to a farm on the map (can be effective)- simply address the envelope to The Occupant, Name of Farm, Name of Village, Name of Nearest Town, Name of County. Always enclose a reply slip and Stamped Addressed Envelope.

The **minimum times/distances** are:

Level	Planned Activity	Walking	Sailing	Other modes	Explorations
Exped Chall	4 hours per day, including task agreed with Leaders.				
Bronze 2 day	6 hours	24km / 15m	6 hr / day	4 hr / day	2.5 hr/day
Silver 3 day	7 hours	48km / 30m	7 hr / day	5 hr / day	2.5 hr/day
Gold 4 day	8 hours	80km / 50m	8 hr / day	6 hr / day	2.5 hr/day

- **Complete a route card (and tracings)**

This is covered in the Expedition Training Guide. You should have one for each day and keep a copy for yourselves and give one to your trainer/assessor. **Tracings** are required when panels are involved in assessment – four copies on acetate or tracing paper are needed. For ventures in wild country **notification** to the panel is needed six weeks in advance using the official green D of E form.

- **Budget**

This can be a tad taxing. Work it out per person. This might help you:

Camping Costs	
Equipment Hire	
Food (£4 per person per day?)	
Films & Processing	
Transport	
Other Costs	
Contingency	
TOTAL	

A ROUGH GUIDE TO PLANNING AN EXPEDITION

- **Equipment List**

This can be adapted and photocopied.

Clothing Lists	<input checked="" type="checkbox"/>	Other Personal Equipment	<input checked="" type="checkbox"/>
<i>At least 1 complete change of clothes</i>		Packed Lunches and Snacks	
Hiking Boots		Water Bottle (full) Thermos Flask (optional)	
Trainers or flip flops (optional)		Watch	
Hiking Socks/Socks (two pairs worn)		Whistle	
Underwear		Torch with spare bulb & batteries	
Trousers (not jeans)		Survival Bag (large orange bag)	
Shirts/Sweaters/Jerseys		Penknife	
Windproof or fleece (not bulky)		Notepad & Pencil (keep in poly bag)	
Warm Hat		Emergency Card + Coins for phone	
Gloves		Personal First Aid Equipment (e.g. painkillers) & Medication	
Waterproof Over Jacket		Compass (if got)	
Waterproof Over Trousers		Emergency Rations e.g. Chocolate bars, raisins, dried fruit, Kendal mint cake, boiled sweets. (SEALED AND TAPED)	
Gaiters (optional, but recommended in wet conditions)			
Personal Camping Equipment	<input checked="" type="checkbox"/>	Group Equipment	
Rucksack (to be lined with large poly bag e.g. survival bag)		2 or 3 man tent (CHECK) split between group	
		Cooking Stove (e.g. Trangia) between 2 or 3	
Sleeping Bag (lining optional)		Fuel Bottle (Meths – 1 litre lasts 3 days)	
Sleeping Mat		Epigas (1 canister lasts 2 days)	
Wash Kit (mini bar of soap, toothbrush, comb not brush etc.)		First Aid Kit (see list below)	
Small Towel		Lighter or box of matches (waterproofed)	
Toilet Paper		Tin openers (if required x 2 e.g. penknife)	
Mug/Plate/Bowl		Food (label each meal in separate poly bag)	
Knife/Fork/Spoon		Wash up kit (sponge scourer, wash up liquid)	
		Rubbish Bag (e.g. carrier bags)	
		Tea Towel	
		Camera	
		Spare Laces	
		Map and Case / Compass / Routecard (minimum 2 per group)	
		Throw line or shelter (if required)	

First Aid Kit should contain Triangular Bandage, Plasters, Antiseptic Wipes, Scissors, Crepe Bandage, Large & Medium wound dressings, Safety Pins, Blister Kit and Sun Cream.

Equipment can usually be hired from your group or D of E stores for a small charge.

A ROUGH GUIDE TO PLANNING AN EXPEDITION

- **Menu**

You need to plan some meals you can carry and cook on outdoor stoves. These could include Vesta, Dehydrated or “Boil in the bag” type things. For Lunch you may wish to consider: chocolate, cakes, pasties, pies, sausage rolls, etc. A Hot Drink at Supper is also a good idea. (See module D2 for further guidance)

MENU FOR HIKE

<u>Day</u>	<u>Meal</u>	<u>Details of Menu</u>
1	Lunch	
	Evening	
	Supper	
2	Breakfast	
	Lunch	
	Evening	
	Supper	
3	Breakfast	
	Lunch	
	Evening	
	Supper	
4	Breakfast	
	Lunch	

Have you thought of? Washing up liquid, scourers, drinks, matches and bin bags?

- **Emergency provision**

You will need to carry your D of E **Emergency Card** from your entrance pack completed with emergency contact details. You will also need a **home contact** not related to any member of the party in case of problems, so they can contact your parents. A **permission to camp** form will also be needed for each participant.

A ROUGH GUIDE TO PLANNING AN EXPEDITION

• Final Checklist

Route	Is the route long enough? Does it cover the minimum hours-planned activity?	
Planning	Has the entire group been involved? <ol style="list-style-type: none"> 1. Route Card / Campsite list / Tracing 2. Equipment List 3. Budget 4. Tracing 5. Menu (suitable – calories) 6. Purpose 	
Numbers	Is the group between 4 & 7 in number?	
Area	Is it unfamiliar? Suitable for Award? Remote from roads and villages?	
Navigation	Are you all of a good standard?	
Participation	Will all members take an active part?	
Meals	At least one substantial per day planned?	
Accommodation	Camping	
Practices	Completed and signed off. Know how you are keeping records.	
Equipment	<ul style="list-style-type: none"> • Fit for purpose • All cooking equipment clean at beginning (and end) • First Aid Kits complete and adequate 	
Purpose	Planned and agreed adult to assess.	
Training	Completed and signed up	
Provisions	Self sufficient, except for water which can be supplied.	
Water	Arranged replenishments	
Rucksack Weight	Under 25% of body weight	
Emergency Procedures	Everyone briefed and aware of <ol style="list-style-type: none"> 1. Emergency Contact Numbers 2. Medical Forms and Medical Conditions of group members 3. Procedures 	
Timings	These things should be agreed with your assessor before your venture starts: <ol style="list-style-type: none"> 1. Start times / get up times 2. Planned Breaks 3. Checkpoints where you must meet assessor / supervisor 4. Site Visits 	

• After your Expedition

Remember your report back to be presented to your assessor or someone you choose. You can do a written, oral or drama report back. Invite those who helped you and don't make it too long!