



STRATFORD RAMBLERS - WALK LEADER'S CHECKLIST

BEFORE THE WALK

Choose the route

- Consider the location, length (*) and timing, whether linear or circular. Consider season (amount of daylight), terrain (winter mud), heights and climbs, likely ability and fitness of the group. Also consider the distance to get to start point (guideline – maximum 35 miles from Stratford)

(*) Guideline : Sunday walks : 6-10 miles
 Tuesday walks : 3-6 miles
 Wednesday walks : 9-12 miles

- Consider points of interest on the route.
- Check transport options, such as public transport and suitability of car parking - look at the Stratford Ramblers' Car Parking list (#) - for the starting point, refreshment points (pub for lunch), toilets.

(#) See also Stratford Ramblers Website <http://www.stratfordramblers.com/>

Recce the Route (preferably with your back-marker)

- Walk the full route, noting any critical navigation points, hazards and problems, adjusting route if necessary. Check timings, rest and toilet points, escape or alternative routes and any access restrictions. It's a good idea to take secateurs with you.
- Note any path or access problems to report to Footpath Secretary

Publicising the Walk

- Submit your walk (*) to the appropriate Walk Coordinator, depending on the day of the walk. The following details are required:

Leader
Date / Day

Start Time
Area of Walk
Meeting location (description & map reference)
Distance in miles and kilometres
Contact telephone number
Type of terrain / difficulty
Any other relevant information (eg parking fees)

(*) Walk submission dates :

31October for walks in Jan – March
31January for walks in April – June
30April for walks in July – September
31July for walks in October – December

THE DAY BEFORE THE WALK

- Check accurate weather forecast and alter route if necessary. Be prepared to cancel if weather is too bad.
- Check public transport (if relevant) and remind pub if you plan to stop there.
- Check personal gear and First Aid kit. Take a whistle with you.
- Be prepared to answer questions from potential attendees

ON THE DAY

At the start

- Be early and welcoming, particularly to newcomers
- Before you set off, introduce yourself and your backmarker and explain the walk to the group – the route, estimated distance, refreshment stops, points of interest and any hazards to be aware of.
- Introduce new or visiting members to the group
- Remind everyone that they must let the backmarker know if they need to stop or leave the group for any reason.
- Remind the group to keep in sight of the person behind, to avoid separation.
- If possible, ensure that you and your back marker have exchanged mobile phone numbers, or some other member(s) of the group are able to call each other in the event of an unexpected problem arising.

- Try to leave the start point on time

On the walk

- Stay at the front and check frequently that you can see your backmarker or have communication with them.
- Set a pace to suit the fitness and capabilities of the group and the advertised grade of walk.
- Check your route frequently if necessary, using compass and / or map
- Make a point of chatting to newcomers
- Highlight any points of interest
- Manage the group's pace over stiles, through gates and across roads. Periodically do a headcount check to ensure that everyone is present.
- Be alert to problems with the weather, road walking or crossing and with any individual group member who may be having difficulties.
- ENJOY THE WALK!

At the end of the walk

- Check that everyone has returned and can get home. Thank everyone for coming.
- Remind any non-members to join The Ramblers

AFTER THE WALK

Report any incidents to the appropriate authority. (If there are accidents, report the details to the secretary or other committee member)

Report any footpath problems to the Footpaths Secretary