1. Introduction

This is an assessment checklist to use in assessing an applicant to gain a permit to lead rafting. More details on the permit scheme, assessing, technical skills and rafting can be found in resources listed in [www.scouts.org.uk/a-z](http://www.scouts.org.uk/a-z).

1. Using this checklist

This checklist is the syllabus that an applicant should be assessed against for the technical section of gaining a permit. The columns on the right of each skill show whether it is applicable for each type of permit:

* P – Personal permits
* L – Leadership permits
* S – Supervisory permits

Once an assessment is complete either, a Scout Accredited Assessor should make a recommendation on the membership system, including uploading a copy of this form. Or where an External Assessor is used this form should be filled in and given to the applicant to take to their Lead Volunteer or Permit Approver to be added to the membership system. For those under 18, this form should be filled in and given to the applicant to take to their Lead Volunteer or Permit Approver, the final page must be completed and stored locally.

Rafting (Traditional) Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| Core Skill | P | L | S |
| --- | --- | --- | --- |
| **Responsibilities** |  |  |  |
| * Be aware of the limits of your own abilities
 | [ ]  | [ ]  | [ ]  |
| * Choose objectives appropriate to the group.
 |  | [ ]  | [ ]  |
| * Plan effectively in advance including selecting a suitable venue and contingency plans.
 | [ ]  | [ ]  | [ ]  |
| * Knowledge of rules / regulations which govern the use of water.
 | [ ]  | [ ]  | [ ]  |
| * Able to identify when remote supervision is not appropriate in running rafting.
 |  |  | [ ]  |
| **Group Management** |  |  |  |
| * Manage and communicate with a group effectively.
 |  | [ ]  | [ ]  |
| * Ensure the group is adequately briefed before rafting, including lifting techniques, emergency procedures and the importance of discipline.
 |  | [ ]  | [ ]  |
| * Knowledge of how environmental factors affect leadership styles (e.g. weather, water levels etc).
 |  | [ ]  | [ ]  |
| * Able to identify group members with the skills and experience to be able to lead rafting as a designated leader under supervision.
 |  |  | [ ]  |
| * Able to set up appropriate monitoring systems to effectively supervise rafting groups.
 |  |  | [ ]  |
| * Able to ensure that designated leaders are aware of their responsibilities.
 |  |  | [ ]  |
| **Risk Assessment** |  |  |  |
| * Know how to complete a risk assessment.
 | [ ]  | [ ]  | [ ]  |
| * Able to effectively identify the hazards and risks and know how to reduce or remove them, during rafting.
 | [ ]  | [ ]  | [ ]  |
| * Able to train participants to carry out their own dynamic risk assessments.
 |  |  | [ ]  |
| * Able to complete a risk assessment and identify those factors that are likely to change gradually or quickly.
 |  |  | [ ]  |
| * Able to identify emergency procedures in a number of situations
 |  |  | [ ]  |
| **Weather** |  |  |  |
| * Knowledge of where to gain weather information.
 | [ ]  | [ ]  | [ ]  |
| * Knowledge of how weather conditions can affect rafting (e.g. water levels, speed etc).
 | [ ]  | [ ]  | [ ]  |
| **Technical** |  |  |  |
| * Knowledge of raft construction techniques.
 | [ ]  | [ ]  | [ ]  |
| * Knowledge of how to safely load a raft.
 | [ ]  | [ ]  | [ ]  |
| * Ability to launch and land a raft.
 | [ ]  | [ ]  | [ ]  |
| * Understand use of the paddle and all relevant paddle strokes.
 | [ ]  | [ ]  | [ ]  |
| * Be able to teach use of the paddle and all relevant paddle strokes.
 |  | [ ]  | [ ]  |
| * Experience in a variety of environments for rafting.
 |  |  | [ ]  |
| * Experience of working with a variety of different activity groups in rafting.
 |  |  | [ ]  |
| **Emergency Procedures** |  |  |  |
| * Knowledge of relevant procedures in the event of an accident.
 | [ ]  | [ ]  | [ ]  |
| * Have a practical knowledge of raft rescue techniques.
 | [ ]  | [ ]  | [ ]  |
| * Have a practical knowledge of swimmer rescue techniques, including multiple swimmer rescues.
 | [ ]  | [ ]  | [ ]  |
| **Equipment** |  |  |  |
| * Knowledge of personal equipment required and how it is used.
 | [ ]  | [ ]  | [ ]  |
| * Knowledge of group equipment required and how it is used.
 |  | [ ]  | [ ]  |
| * Understanding of additional equipment required by the leader.
 |  | [ ]  | [ ]  |

**Rafting (Traditional) - Permit Assessment**

DATA PROTECTION: This form is used to collect information about you for the purpose of approving your permit application, this is to be used by your Activity Assessor, Lead Volunteer and Permit Approver. As part of this form, we collect personal data about you, your Assessor, Lead Volunteer and or Permit Approver, this detail is required so that we can log your permit onto the membership system and follow up as necessary with your Assessor, Lead Volunteer and or Permit Approver. We do not share the data provided in this form with any third parties. The data provided in this form is stored securely in the membership system (or locally for under 18s, please refer to local data protection statements). We take your personal data privacy seriously. We will keep the data we capture from this form, in line with the Scout’s Data Retention Policy and it will be securely disposed of six months after the permit expires unless held within the national membership system.

|  |  |  |  |
| --- | --- | --- | --- |
| **Applicant’s name** |       | **Membership No.** |       |
| **Type** | B1 Waters [ ]  B2+ Waters [ ]  |
| **Category** | Personal [ ]  / Leadership [ ]  / Supervisory [ ]  |
|  |
| **Notes:** |
|       |
|  |
| 1. TECHNICAL COMPETENCE | Done | [ ]  |
| **Description:** Technical assessment based on competence in all areas of the assessment checklist.**To be completed by:** Either an Activity Assessor or an External Assessor with the appropriate NGB award. |
| Restrictions based on technical assessment:       |
|  | Date |       |
| Assessor Signature |       | **Name** |       |
| Activity Assessor Membership Number |       |
| External Assessor Phone/Email |       |
| External Assessor Qualification |       |

**For use with 18’s only – all adult permits must be entered into the membership system prior to them progressing beyond this point.**

This along with any supportive evidence must be stored locally along as per the data retention details above.

|  |  |  |
| --- | --- | --- |
| 2. SCOUT ASSOCIATION RULES | Done | [ ]  |
| **Description:** Check of knowledge of the appropriate Scout Association rules for running Rafting (Traditional) Appropriate rules can be found in the hillwalking section of [scouts.org.uk/a-z](http://www.scouts.org.uk/a-z). **To be completed by:** An Activity Assessor or Lead Volunteer or Permit Approver. |
| Restrictions based on knowledge of The Scout Association rules:       |
|  | Date |       |
| Signature |       | Name |       | Role |       |
|  |
| 3. PERSONAL SUITABILITY | Done | [ ]  |
| **Description:** Check the applicant is suitable (attitude, etc.) based on the demands of Rafting (Traditional).**To be completed by:** A Lead Volunteer or Permit Approver. |
| Restrictions based on personal suitability:       |
|  | Date |       |
| **Signature** |       | Name |       | Role |       |
|  |
| 4. PERMIT GRANTED | Done | [ ]  |
| **Description:** Confirm Parts 1, 2, and 3 have been completed. Send a copy to the young person and store it locally with supporting evidence.**To be completed by:** A Lead Volunteer or Permit Approver. |
| Restrictions:       |
|  | Permit expiry date (max. 5 years) |       |
| Signature |       | **Name** |       | Date |       |