



Accompanying & Back Up Adult Information Pack

Welcome to Outward Bound Australia and thank you for supporting young people by accompanying them on their journey of personal discovery. Whether this is your first Outward Bound program or your tenth we appreciate the big commitment and will support you any way we can. Please take the time to read through this information to help you to prepare.

PRE-PROGRAM EXPECTATIONS:

- The person who has been liaising with the Outward Bound Client Manager should attend program as an Accompanying or Back-Up Adult, as this is the person most familiar with the program and its preparation.
- All attending adults are required to:
 1. Complete the Outward Bound Medical and Consent Form before its due date.
 2. Hold a current Working With Children Check (WWCC) FROM ANY STATE OR TERRITORY, and have their WWCC details on them during program.
 3. Pack the recommended items on our packing list.
- Please indicate which accompanying adults are formal members of Organisational staff, and which are attending in a volunteer capacity. Outward Bound requires an Organisational staff member be the primary point of contact on program. It is the responsibility of the organisation to ensure all attending adults have a current WWCC from any state or territory.
- It is expected that all Back Up Adults have a vehicle (4WD preferred, AWD suitable) to allow for self-sufficiency.

BACK UP ADULTS:

Back Up Adults are those NOT assigned to a group who remain on Campus in a support role. They stay in our cabins with access to showers, toilets, a fridge/kitchenette etc. They work alongside the Outward Bound Program Coordinator to monitor and support the groups in the field, are available and ready to go into the field should an Accompanying Adult need to leave the field and communicate where necessary between Outward Bound, their Organisation and participant guardians.

Responsibilities and Expectations of Back Up Adults are:

- Support all Accompanying Adult staff and participants as needed.
- Replace any injured Accompanying Adults.
- Communicate with your own Organisation and stakeholders, including participant guardians.
- Complete all paperwork required by Outward Bound.
- Have a general understanding of all participant needs, including specific medical conditions or dietaries requiring complex management in the field.
- Positive role modelling of appropriate behaviour and assisting with participants discipline and pastoral care. This includes group behavioural management in alignment with our [Participant Behavioural and Personal Competency Expectation Policy](#), accepted by participants in the Medical Form.

Benefits of being an Back Up Adult:

You will be well-positioned to increase the impact of the program by taking the learnings back to your Organisation. You have the chance to visit each group and witness the individuality and team spirit in each group and be a support for adults and participants. You will also experience the diversity of the activities associated with being a member of the Backup Team at Campus and form friendships in a working/living environment.



ACCOMPANYING ADULTS:

Accompanying Adults are those ASSIGNED TO A GROUP IN THE FIELD. They work alongside the Outward Bound Group Leader/s to manage and support the participants in the field, hence are involved in discussions, incident responses and behavioural management during program.

If your organisation has multiple groups, you may like to consider how well accompanying adults know the participants, the level of experience each accompanying adult has in the outdoors and the needs of participants within the group to help maintain accompanying adult wellbeing in the field.

Responsibilities and Expectations of Accompanying Adults are:

- Positive role modelling of appropriate behaviour and assisting with participant discipline and pastoral care. This includes group behavioural management in alignment with our Participant Behavioural and Personal Competency Expectation Policy, accepted by participants in the Medical Form to ensure all participants abide by the Group Leader's instructions.
- Supervision of safety and hygiene practices – you are the Group Leader's second pair of eyes in ensuring that participants adhere to safety and hygiene instructions at all times.
- Supporting the participants by liaising between your Organisation and OBA.
- Assisting the Group Leader to facilitate the participants' development.
- Maintaining open, regular and professional communication with the Outward Bound Group Leader/s, and with the Back Up Adult, for the duration of Program about issues relevant to the group.

Benefits of being an Accompanying Adult:

Being an Accompanying Adult provides opportunities to build on and reinforce learnings in a different environment; enjoy a much closer rapport and better understanding of the young people; learn new ways to inspire and encourage participants; soak up the fresh air in a beautiful, natural area and leave your screens behind!

If camping and the outdoors are new for you, your Group Leader/s will be in the field with you and are there to assist - there is no such thing as a silly question! You can also contact your Client Manager to discuss any concerns you have before attending program.

HINTS AND TIPS FOR ALL ATTENDING ADULTS

- In the Welcome Pack sent to your Coordinator, you will find the packing list. These are the items we believe will make your time with us as comfortable as possible, and reduce unnecessary bulk and weight as you move through your expedition. Please note, it is important Back Up Adults bring these items as well (in case they are required to replace an Accompanying Adult who leaves the field, and for their own comfort on Campus).
- Accompanying Adults in the field will also have inflatable sleeping mats for some extra comfort, and please bring along your preference of tea/coffee to enjoy whilst on program! You are also welcome to bring personal preference snacks (noting that our organisation is NUT AWARE). There are also supermarkets within 30 mins of all Campuses for resupply.
- Back Up Adults will be staying in the cabins on Campus, so please bring along a towel and toiletries for the shower.
- Whilst there is phone reception and internet service at all Campuses, bring along some offline entertainment for downtime.
- When on Program, in whatever capacity, it is important to look after yourself. Take some time at the end of the day to freshen up and reflect, and raise anything that is concerning you with your Group Leader/s or the Program Coordinator early.
- Check in with your Organisation's coordinator before the program to ensure you have all the information about your group and program.
- Bring some riddles, stories or jokes to share.
- Take a step back and let the young people show what they can do!
- If something disappoints you, let our staff know. We'll do our best to fix it!
- **PHONES AND ELECTRONICS:** Please bring your phone, and a charger/battery pack with you on program. Whilst you may not always have reception, they are useful both in the field and for Back Up. As participants do not have their phones on program, please ensure your phone usage is considerate and discrete, away from participants.



SAMPLE DAY PLANS

ACCOMPANYING ADULTS

7AM:

Breakfast in the field
Pack down shelters and pack personal gear into your back pack
Clean group gear and spread weight amongst group into backpacks
Navigation team create plan and timings for the day's route
Leadership team ensure all correct gear is packed and food/water is being carried

8.30AM:

Walk to first activity site.
Group Leader introduces activity by laying the foundation for facilitation: Eg. discussing how the group rate communication with each other so far.
A game is played to bring communication to the forefront of everyone's minds.

9AM:

First session commences. This could be a high ropes element, canoeing, environmental service or any other of our wide range of activities.

11.30AM:

The group finishes their morning activity. Outward Bound's Group Leader/s, trained in facilitation, will observe the group during activities and initiate discussions afterwards about what they saw and how it can be applied to other situations. For example, throughout high ropes some pairs may have had very effective communication and remained calm using eye contact and personal strategies to complete the task. The Group Leader/s would then open this discussion to the group and find ways they can apply this in their home, school or work life.

1.30PM - 5PM:

The group may now have their half day hike to complete in the afternoon.
Leadership roles will be allocated to manage times and breaks. Navigators will create a plan for the route and communicate this to the team.
Hikes range in difficulty, gradient, distance and speed depending on location, planned outcomes and group fitness levels.

6PM - 10PM:

Leaders allocate cooking, cleaning and shelter set up groups and the group manages their camp life independently of the Outward Bound Group Leader/s. Meals are prepared on fires or metho stoves. The group will discuss their day and prepare for the following day.

7AM:

Breakfast at the basecamp or in Dining Area
Check in with any sick participants and ensure they have had breakfast.
Plan your day based on suggestions from Program Coordinator

8.30AM:

Get any updates from Morning call ins that Group Leaders make.
Schedule some phone calls to parents if needed.
Prepare packed lunch if heading away from basecamp/Campus.

9AM:

Calls to parents if needed
Group visits if needed

12.30PM:

Have lunch
Check in with any sick participants and ensure they have had lunch.
Enjoy some 'me' time.

1PM - 5PM:

Update your Organisation on how the program is going.
Share some photos via your social media
Take any participants to a doctors check up if needed.
Check in with nearby teaching staff

6PM - 10PM:

Join the Outward Bound team for dinner
Catchup with Program Coordinator
Complete any paperwork from the day
Get in contact with parents if needed.
Head back to your cabin to shower and get ready for bed/prepare for the following day.

OVERNIGHT:

If urgent matters arise for any groups overnight, the Program Coordinator may contact you to assist in incident management and/or response.