



WELCOME TO OUTWARD BOUND!

We can't wait to have you in our backyard for your Outward Bound program! Your role as a **Backup Adult** is vital to help make the program a success for all of the students. Here's what you can expect on program.



Your Role as a Backup Adult

Back Up Adult are not assigned directly to a group in the field and work alongside the Outward Bound Program Coordinator to monitor and support the program. However, you should come prepared to go into the field if required and will be the key point of communication between the Outward Bound program and the School Community.



Represent your School values

The Outward Bound staff don't know the specific rules or values of your school, so they will expect you to help articulate and uphold any cultural, behavioural, discipline, religious or other school rules.



Support Role

Part of your role will be to visit each group and be a support for any of the students or teachers in the field. You'll have a chance to see how the 'behind the scenes' operations work on an Outward Bound program and you may be asked to help out with program logistics or operations.



Positive Role modelling

As the lead backup adult on the program, you are expected to be a positive role model for the staff & students. It is important that you display and uphold appropriate behaviour and assist with any discipline and pastoral care.

Be ready to have fun



Your Responsibilities On Program

- Be a support to all the groups in the field - both staff and students.
- Replace any injured or sick school staff.
- Be the key communication liaison between Outward Bound program and the school community.
- Take the lead on student behaviour issues, especially checking on and managing students with higher needs.
- You may be required to transport sick or injured students to the doctor or hospital.
- Know and understand your school's incident and reporting record keeping obligations. Make sure you have all the required paperwork with you.
- Be familiar with the purpose of the program and be ready to engage and help any group achieve those outcomes.
- It's important that you come on program with your own vehicle to allow for self-sufficiency. We'll let you know what type of vehicle will be best for your program.

Outward Bound Program Coordinator

- The Outward Bound Program Coordinator is responsible for the safe and effective running of the entire program. They are experts in coordinating programs in the field, and often have many years experience and hold a high level of outdoor qualifications.
- The Program Coordinator organises and runs the logistics for the program - including food & water drops, on-program transport, land manager liaison, etc.
- Help respond to any incidents or medical situations. They may ask for your assistance if required.
- Monitor each group in the field and make contact with them on a regular basis. Respond to any in-field request regarding the program, students or staff.
- Monitor risk for each location and route, including hazardous tree assessments, to ensure your and the students' safety.

Child Safety and Appropriate Behaviour

Regardless of if you are in a classroom or on the summit of a mountain, child safety and protection laws must always be followed. All teachers must behave in a manner appropriate for the age group of the students. Be aware of your language, jokes and mannerism when on program. Unacceptable behaviour, for example, includes sitting alone out of sight with a student, entering student tents alone, inappropriate touching and rough tackle/games.

Be ready to make memories



HELPFUL HINTS

- Please bring your laptop, mobile phone, chargers and a battery pack on program. We will endeavour to make a workspace made available to you, with internet and a desk.
- Be prepared to get involved in all aspects of the program! You may find yourself in a range of situations when on-program, so its best to be flexible, ask lots of questions and get stuck in!
- Keep clear and honest communication between yourself and the Program Coordinator. If you need some time away from the program, or anything to help you feel more comfortable, please ask!
- All food on the program will be provided for you, but please feel free to bring any special treats along.
- Follow the Packing List carefully and remember if you need some additional creature comforts while on program, please feel free to bring them along. Its likely that you will be base camping, so you won't need to worry too much about weight.

