

Angora Hiking Club

Walking and Safety Guidelines for Hike Leaders

Please review the following guidelines and sign the attached form confirming that you have read, understood and will abide by these expectations.

Hike Leader Responsibilities

You need to know the hike route well enough and stay aware of current conditions (weather, tides and trail accessibility) to appropriately advise participants of challenges. You are authorized to exclude hikers who you feel are not prepared to undertake the rigors of a particular hike on the basis of their conditioning, their preparation and observations of them on previous hikes.

These are group, not individual, hikes, and you are responsible for keeping the group together. This includes staying in regular communication with the sweep and making joint decisions about how to handle issues that may arise. Have a communication plan in place as well as a plan for securing emergency support.

Procedures

Prior to the Hike

- 1) A month prior to the hike send a description of the hike, including date, start time, distance, duration and difficulty (use trail rating system below) to Arline LaMear (cliffandarline@msn.com), current Chief Guide, and to Craig Holt (craig.holt@me.com), Club President and Webmaster. Include photos if possible.

2) Part 1-INCLINE/ELEVATION		Part 2-TERRAIN	
1	Very small hills or very little stair climbing Wheelchair compatible	A	Almost entirely on pavement
2	Some moderate hills and stair climbing	B	Significant part of route on well-groomed trails with few obstacles
3	Some significant hills or stair climbing	C	Significant part of route on somewhat difficult terrain (rocky/rooted paths or soft sand, narrow trails, steep drop-offs)
4	Lots of significant hills or stair climbing	D	Significant part of route on difficult terrain
5	Many steep hills; significant elevation gain	E	Majority of route on difficult terrain

Examples

A route that is mostly on flat pavement would be rated 1A

A beach walk would be rated 1C

A route with moderate hills on well-groomed trails would be rated 2B

Note: This is an adaptation of the system used by the American Volkssport Association. This is a two-part rating – numerical for incline/elevation and a letter for terrain. **An appropriate trail rating is a safety issue since an improperly or underrated event could have serious consequences for someone who is not physically prepared for more strenuous route conditions.**

- 3) Be available by phone or email to address pre-hike questions.
- 4) Check whether the Chief Guide will be attending your hike. If not, arrange to pick up First Aid kit, flags to identify the start point, membership forms, and the registration sheet.
- 5) Notify the Chief Guide at least 10 days in advance if there is a change of time, meeting place, or coordinator of the event and the Chief Guide will notify the President and membership.
- 6) In the event a hike leader must cancel a hike or cannot lead a hike, the leader must notify the Chief Guide immediately so that a substitute leader may be assigned.
- 7) If the Chief Guide and/or President agree that the hike must be canceled, the hike leader or a designated substitute shall go to the start point to notify participants. In addition, an email announcement will be issued and the Club's website will post the cancellation.

Day of the Hike

- 8) Meet participants at the assigned time and place. Hike leader or other designated person will wait 5 minutes after scheduled hike departure time before leaving.
- 9) Ensure that all participants sign-in on the registration form. Explain that they are signing a liability waiver.
- 10) Call the group together so you can talk about the hike, confirm that everyone has the required hike necessities, share the leader's cell phone number and ask participants to introduce themselves.
- 11) Assign a rear guard" or "sweep" who will monitor the trailing end of the hiking group.
- 12) The hike leader's job is to LEAD the hike. No one should go past the leader!**

Following the Hike

- 13) Complete the hike summary on the back of the waiver form, including any incidents (health issues, accidents, etc.) and submit to the Chief Guide.

Thank you for being a hike leader. The Club appreciates all of our hike leaders – both seasoned and new.