



## **WALK LEADER - CHECK LIST**

*This Check List is provided to help a Walk Leader (old and new) with the process of planning, assessing, and leading a BR walk.*

### **BEFORE THE WALK**

- 1) Consider the season and terrain when choosing a route. Will it be muddy, icy, or liable to flooding?
- 2) Recce the walk to:
  - a. Establish a start location along with adequate car parking. Note Ordnance Survey coordinates.
  - b. Determine distance and time to complete walk.
  - c. Note number of stiles and any difficult ones.
  - d. Note any overgrown paths, damaged stiles etc. Report to the relevant County Council PRow team: frequently for BR walks that will be at: <https://row.eastsussex.gov.uk/standardmap.aspx>
  - e. Establish safest way to cross any roads or walk along road sections.
  - f. Note any steep inclines and grade walk as per Walk Programme specification.
  - g. Note any hazards on walk (slippery paths, very muddy areas...) Adjust walk if possible.
  - h. Locate an ideal area for a drink stop. (e.g., Has shelter/shade, somewhere to sit)
  - i. Ensure that the walk does not trespass on private land and follows public rights of way.
  - j. Note fields with livestock and how to pass. Determine if dogs on lead for walk are admissible.
  - k. Complete risk assessment form and send to our Walk Programme Secretary *before* the walk.
- 3) **The day before the walk:**
  - a. Check the weather and cancel if weather forecast is severe or route flooded or very icy.
  - b. Make sure there will be a First Aid kit available, Hi-Viz jacket for yourself, back-marker and possible middle-marker. A Committee member should be able to make these available on the day.
  - c. Check your mobile (or somebody else's on the walk) is well charged.
  - d. Have a paper Ordnance Survey map covering the walk or phone app. and the phone is fully charged.

### **AT THE START OF THE WALK**

- 1) Adhere to any current Covid regulations. (e.g., Walk registration may be required, social distancing with masks at the start and the walk organised in small groups.)
- 2) Welcome and introduce any new walkers to the group.
- 3) Inform the group of the length, any potential more difficult sections such as significant incline, or hazards such as busy road crossings (e.g., A & B roads), road sections for single file, muddy areas or slippery paths and difficult stiles. *Remind walkers that they walk at their own risk.*
- 4) Count the number of walkers and inform back-marker and if necessary, a middle-marker (if group exceeds 20 people) and ask them to wear Hi-Viz jackets.
- 5) Let the group know of any arranged post walk social event.
- 6) Remind walkers of any parking fees.
- 7) Remind any dog walkers to keep dogs on a *short-lead* especially near livestock.

### **DURING THE WALK**

- 1) Set a pace which suits the whole group and ensure you are always at the front of the walking group. Establish line of sight with middle and back-markers at path junctions.
- 2) Stay alert to any walker experiencing difficulties.
- 3) Ensure all walkers are always accounted for. Continually check with middle and back-markers.
- 4) Inform walkers of upcoming hazards and wait at the top of significant inclines for slower walkers to arrive and allow them time to gather their breath.
- 5) Take regular headcounts.
- 6) Always follow the Countryside Code: [www.gov.uk/government/publications/the-countryside-code](http://www.gov.uk/government/publications/the-countryside-code)
- 7) Leave gates as found and ensure people behind are aware of the gate position when found.
- 8) Let walkers know how to cross fields with livestock calmly and *quietly*, keeping the group together and away from the animals. Be prepared to divert if needed.
- 9) Be considerate to other walkers and path users.

### **AT THE END OF THE WALK**

- 1) Do a final headcount to ensure everybody has returned and remind everybody about any post walk organised social event.