



# Recreation Trip & Environmental Education day Planning Tool

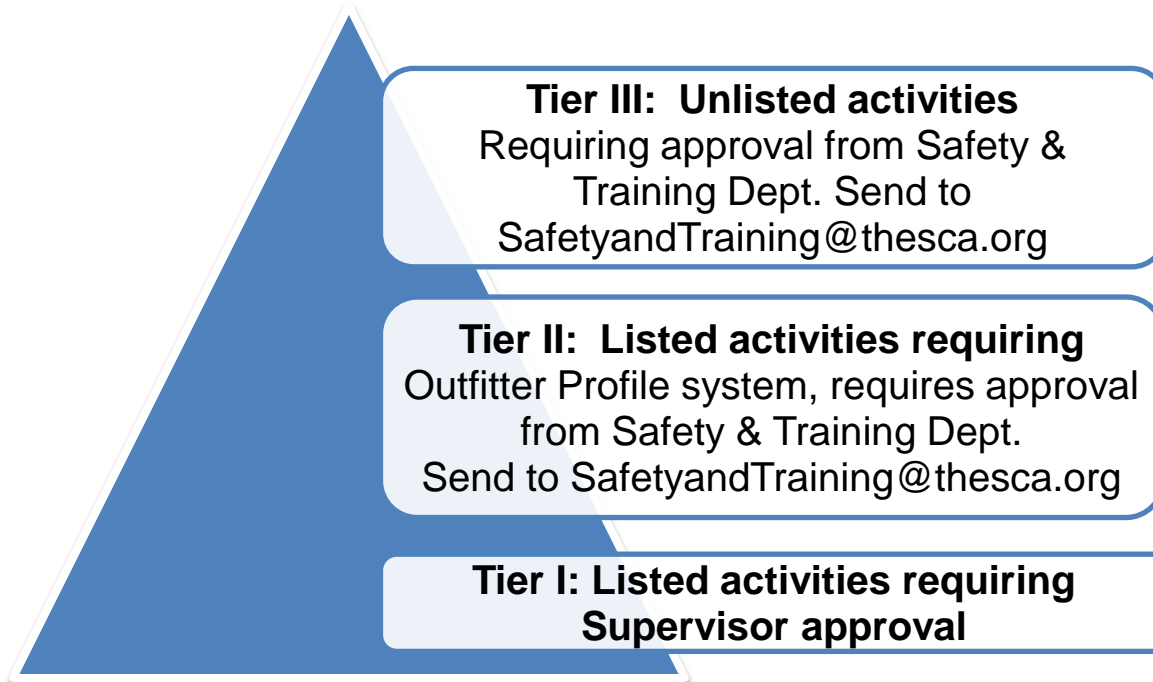
A risk management resource for  
leaders and program managers

# Recreational Trip Planning Model

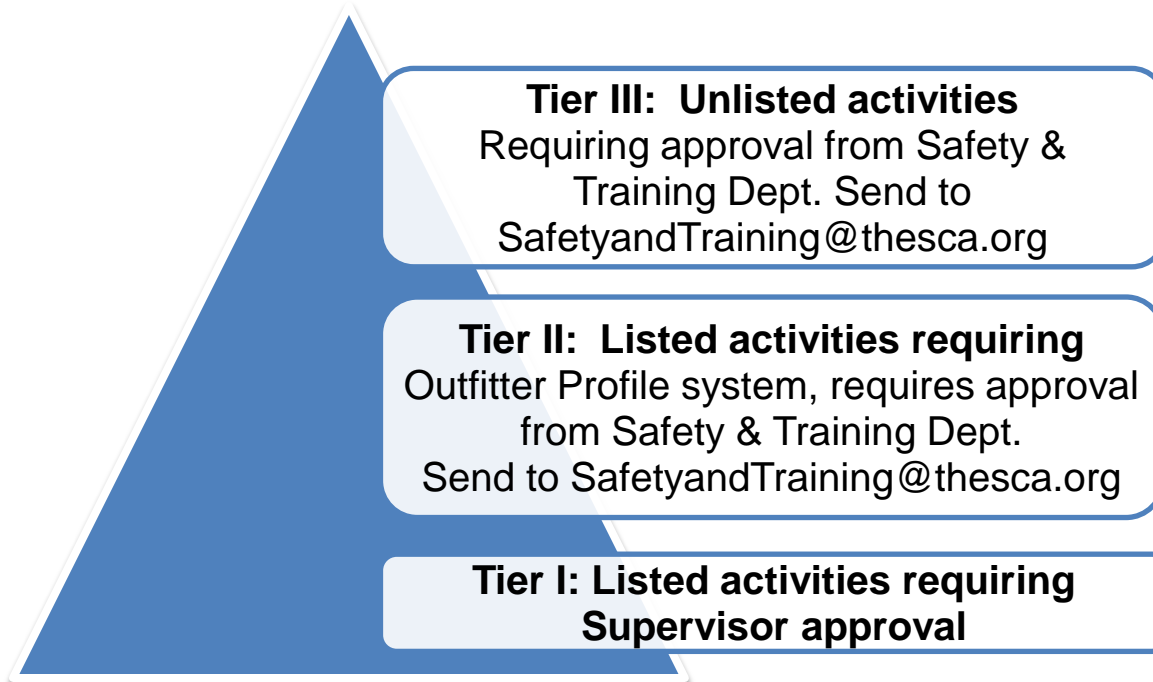


INTENTIONAL TRIP PLANNING STEP	EXAMPLE ACTIVITY: HIKING TRIP TO BUILD SKILLS AND TEAMWORK
Identify how this aligns with SCA's Mission	Fun, Teambuilding, Technical Skill Development, Confidence. Leave No Trace Ethics: specifically micro-trash on trail (and cleaning it up) and planning ahead/preparing.
Assess Participants + Leaders skills and	Novice students, quiet and shy, limited fitness and limited experience navigating off-trail Experienced leaders but stronger in technical skills than educational skills
Select Activity/Location	Self-guided off-trail hike to summit of <i>Mount Desperation</i> , Washington Cascades (not a technical ascent, but challenging navigation with map and compass through dense brush and talus), submit ERP
Identify + Mitigate Hazards, complete EE Planner, Outfitter Profile (if needed) and ERP	<ol style="list-style-type: none"> <li>1. Getting lost (Be attentive as leaders)</li> <li>2. Slipping on dense wet slide alder (Caution students in advance; leaders be intentional about your placement within the group)</li> <li>3. Mountain weather (monitor and retreat if needed)</li> <li>4. Group dynamics (Frame goals and encourage teamwork)</li> </ol>
Perform Activity – manage risks	Be sure to position selves for intervention, and offer adequate tools and instruction so students can succeed.
Evaluate actual results and debrief	Ask students to identify what they learned, and end with an activity where students offer thanks or praise to a team-mate

INTENTIONAL TRIP PLANNING STEP	FILL OUT FOR EVERY EE DAY AND SUBMIT TO SUPERVISOR
Identify how this aligns with SCA's Mission	
What are the specific goals/outcomes	
Assess Participants + Leaders skills and limitations. How do these pose safety risks	
Select Activity/Location	
Identify + Mitigate Hazards, complete EE Planner, ERP, and Outfitter Profile (if needed)	
Perform Activity – manage risks	
Evaluate actual results and debrief	



Tier I Examples: Supervisor Approval	Tier II & III Examples: Outfitter Profile
<ul style="list-style-type: none"> <li>Hiking</li> <li>Swimming in a lake or quarry</li> <li>Lake canoeing</li> <li>Climbing gym</li> <li>Backpacking</li> <li>Biking</li> <li>Fishing or chartered fishing boat</li> </ul>	<ul style="list-style-type: none"> <li>Rock climbing</li> <li>Whitewater paddling</li> <li>Sea kayaking</li> <li>Ropes Course</li> <li>Horseback riding</li> <li>Paddleboarding</li> </ul> <p style="text-align: center; color: red; font-weight: bold;">Any unlisted activities in the Field Guide will need Safety &amp; Training Dept. approval</p>



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