



TRAIL LIFE USA®

Adventure › Character › Leadership

HEALTH & SAFETY GUIDE



The ***Trail Life USA Health and Safety Guide*** is intended to assist Trail Life USA members in planning, preparing and engaging in fun, adventurous and enriching activities in as safe and prudent a manner as possible. These policies and guidelines, as all Trail Life USA policies, have been established because of the real need to protect members from known hazards that have been identified through knowledge, expertise and experience. Any restrictions or limitations on certain activities should not be viewed as being overly protective; rather, they should be viewed as facilitating safe and enjoyable adventures.

All Trail Life USA members and those participating in Trail Life activities should become familiar with the *Trail Life USA Health and Safety Guide* and be aware of state or local government regulations that supersede Trail Life USA policies and guidelines. The *Trail Life USA Health and Safety Guide* is **not** intended to be a comprehensive instruction book; rather it is one resource that Trail Life Leaders and members should look to and incorporate with other resources – particularly with respect to specific activities. Troop Leaders should be expected, and be diligent, in reviewing additional reference materials and resources prior to conducting such activities and all activities should be evaluated based upon the specific conditions, environment, location, and the maturity, knowledge and experience of participants in planning activities. With extra special attention to common sense, TLUSA's values focus on keeping all participants safe.

We understand that there is a wide variance of our Trail Life Leaders and members as to their experience, expertise, confidence and knowledge of specific activities and of the outdoors and the adventures in which they will be participating in Trail Life! Some may find this **Guide** to have too many rules or restrictions or limitations, but we have some Leaders and members who may be inexperienced and hesitant; so while some of the content in the **Guide** may seem to be “common sense” to those with more experience, others will find it essential in their planning and preparation.

We welcome your thoughts, suggestions and observations regarding the ***Trail Life USA Health and Safety Guide***, and it will continue to evolve and improve through the experience, insight, help and guidance of all of you who will share your thoughts, in Christian love, to help us as we build this tremendous program in which all of you continue to devote your time, talent and dedication.

Together, we can make a difference in the lives of our boys, in our families, in our communities, in our nation, and in our future.

This Guide has been created to review electronically. There are links that will take you to more specific information by just clicking on the text you are interested in. Click on any item in the Table of Contents and you will be linked to that section. This document may be updated frequently as suggestions are made, so if you choose to print, please check back to the electronic version for current info.

Contact info: Legal@TrailLifeUSA.com

TABLE OF CONTENTS

- I. [Introduction](#)
- II. [Health and Safety Overview](#)
- III. [Youth Protection and Sexual Abuse Prevention](#)
 - [TLUSA Policy Regarding Reporting](#)
 - [Procedures In the Event of Suspected Abuse](#)
- IV. [Knowledge](#)
 - [Additional Health and Safety Policies for Camping & Activities](#)
- V. [Leadership](#)
- VI. [Planning and Preparation](#)
 - [Procedures for Troop Trips](#)
 - [Troop Trip Packets](#)
 - [Transportation](#)
- VII. [Communications](#)
- VIII. [Safe Areas](#)
- IX. [Physical Fitness and Skills](#)
- X. [Equipment](#)
 - [Ten Essentials](#)
 - [Clothing](#)
- XI. [Weather Conditions](#)
 - [Earthquakes](#)
 - [Flash Floods](#)
 - [Lightning](#)
 - [Tornado](#)
 - [Winter Storms](#)
- XII. [First Aid, CPR and Medications](#)
 - [Basic First-Aid Kit](#)
 - [Wilderness First Aid Kit](#)
 - [Administration of Medication](#)
 - [Physician-prescribed medications](#)
 - [Over-the-Counter Medications](#)
 - [Security and Storage of Medication](#)
- XIII. [Discipline](#)
 - [Emergency Preparedness](#)
 - [Security](#)
 - [Risk Management](#)
 - [Reporting](#)
- XIV. [Additional Safety Issues](#)
 - [Controlled Substances](#)
 - [Firearms](#)
 - [Alcohol, Drug, and Tobacco Policy](#)
- XV. [Activity Guide](#)
- XVI. [Documents referenced in this Guide](#)

TRAIL LIFE USA HEALTH AND SAFETY GUIDE

The following are Trail Life USA's guidelines for health and safety and should not be considered a training module.

I. Introduction

There is an inherent risk that results from the Trail Life USA program of adventure and outdoor challenging activities as boys follow the trail to manhood. Life is an adventure!

See www.TrailLifeUSA.com and member-specific websites (e.g. www.TroopTrack.com) for the latest updated Health and Safety information.

Trail Life USA is committed to the health, welfare, and safety of our youth, volunteers, staff, and employees. Physical, emotional, mental, and spiritual health are integrated into everything we do to ensure as safe a program as possible. The goal should always be to provide challenging, adventurous, and fun activities in a manner that no injuries occur beyond those that are readily treatable by simple first aid.

We are dedicated to equipping Charter Organizations and Volunteer Adult Leaders to guide generations of courageous young men to honor God, lead with integrity, serve others, and experience outdoor adventure in a healthy and safe environment through a program of education and the establishment of procedures and policies focused on safety and the prevention of emotional, physical, spiritual, and sexual abuse.

Our challenging program is important to help our youth to grow in wisdom and character – but any challenging program involves risk.

The Adult Leaders and members of each Trail Life USA Troop are accountable for administering Trail Life USA programming in a safe and responsible way in order to reduce this risk as much as possible. They provide direction and must adhere to TLUSA guidelines to ensure the health, safety, and well-being of every youth and adult involved.

This is one way to “Walk Worthy.”

II. Health and Safety Overview

TLUSA Health and Safety Guidelines emphasize the following concepts:

- Knowledge, understanding, and compliance with all rules, policies, and procedures
- Qualified and Registered Leaders who are health and safety role models
- Planning and preparation – including appropriate health and safety training
- Effective communication during activities and of lessons learned after activities
- Creating, inspecting, and maintaining safe areas of conduct and play
- Disciplined use of the buddy system
- Awareness of physical fitness and skill level of participants
- Safe and properly maintained equipment
- Knowledge of the conditions: weather, facility, and property safety
- Appropriate first-aid and CPR resources
- Appropriate supervision, discipline, control, and respect

Knowledge: Trail Life USA’s rules, policies, and procedures are the product of years of experience—in some cases, tragic experiences. Following our policies is vital to the safety and security of our youth. 100% Member registration is crucial in protecting Leaders, Volunteers, Charter Organizations, and the TLUSA Home Office. For liability reasons, youth and volunteers must be Registered Members prior to regularly attending Troop activities. Only Registered Members and authorized/approved guests will be covered by TLUSA’s liability Insurance. Only Registered Members/Leaders/Adults and authorized/approved guests are covered by the TLUSA accident and sickness insurance.

Leaders: Quality supervision at all times is necessary to ensure the health and safety of all members. Supervision must, at all times, include at least two Registered and Trained Trail Life USA Leaders and adhere to TLUSA Youth/Leader ratios, ensuring no one-on-one contact between adult and youth, and the appropriate supervision.

Minimum Appropriate Youth/Leader Ratios are:

- 1 Registered Adult/Leader per 4 boys in grades K-1
- 1 Registered Adult/Leader per 8 for boys in grades 2-3
- 1 Registered Adult/Leader per 10 for boys in grades 4 and beyond

Any additional adult volunteers must be at least 21 years of age and must be Registered Adult Leaders. Registered young men, 18-21 years of age, may assist with a TLUSA Troop, but may not be counted in the Youth/Leader Ratios nor counted as satisfying the two-deep leadership requirement.

Supervision for specialized activities should include an above average level of knowledge and understanding of skills and equipment utilized with all adults in supervisory positions possessing a working knowledge of these Health and Safety Guidelines. Some activities that are more intense may require additional adult supervision and specialized skills.

Planning: Proper planning for an event is crucial for success and safety. While the boys should be allowed to make event plans to the maximum of their ability, it is the job of Registered Adult Leaders to supervise, instruct, and oversee the planning to ensure the event is safe.

Before planning an activity or event, Registered Adult Leaders should also consult www.TrailLifeUSA.com and member-specific websites (e.g. www.TroopTrack.com) to keep updated with additional policies and guidelines which may be modified or added periodically.

Communications: Ensure that everyone knows what is going on. Start by communicating your plans to the parents and obtaining [permission forms](#) for each youth participating. Also critical is to appoint a Troop Contact Person (an individual not taking part in the activity) to be your “back home” contact. This person should be available in the case of an emergency or change of plans. He /She would contact Troop parents if necessary. Make sure your Troop contact person has access to a complete, updated Troop roster (including contact information), and the group’s itinerary for offsite events.

For all Trail Life offsite events, a copy of the group’s itinerary should also be left with the Charter Organization.

The itinerary should include:

- departure times,
- travel routes,
- daily activities and expected return time/date.

This information can prove crucial in an emergency.

For [High Adventure Activities](#), trips in excess of 400 miles, activities outside of the United States, or the use of transportation other than privately insured cars or vans (i.e., busses, airplanes, trains, ships, or other public transportation) the Charter Organization must approve and TLUSA Home Office must be notified in advance.

An emergency procedure plan should be included in the [Troop Trip Packet](#). See [Emergency Preparedness and Reporting](#).

Buddy System: The Buddy System is an essential element of safe Trail Life activities. In every circumstance when the Troop is away from their normal meeting place, the Buddy System should be put into action. As a minimum, Buddies should be within the same program group (e.g., a group of Foxes, Hawks, Mountain Lions, Navigators, or Adventurers). At the same time, we want our Trailmen to learn to be brothers of all other Trailmen, so we should encourage that Buddies should be changed frequently to help prevent cliques from developing.

Fitness: Many Trail Life activities are going to take our youth and adults into places where they will be physically challenged. In order to be ready to take on these challenges, we need to ensure that all youth AND Adults are physically ready and prepared to accomplish these activities BEFORE we go. This means emphasis on conditioning, practice, and preparedness. Proof of physical health and documentation of limitations must be obtained before hitting the Trail. TLUSA Member/Participant Health and Medical Forms for all participants must be on file before participating in any event. In addition, all unregistered youth must provide a current completed [permission form](#) satisfactory to the Charter Organization.

Equipment: Proper equipment is important for many of the activities that Trailmen will experience. This includes not just our personal equipment (such as boots, backpacks, and sleeping bags), but also personal protective equipment such as helmets for bicycling and skiing/snowboarding, personal floatation devices for any watercraft activities, and well-maintained and up-to-date equipment for any high adventure. The

[Activities Guide](#) calls out explicit requirements for equipment for certain activities, but it's up to us as Trail Life USA Leaders to ensure that our Trailmen are properly equipped before launching out on these activities.

Conditions: As part of our planning process we need to look into expected conditions—not just geography, but also weather, group dynamics, and other “conditions.” Part of our job is to stay up-to-date and to frequently get updates on conditions related to the activity we are going out on to ensure our Trailmen are prepared for what they may encounter.

First Aid: For every activity, event, and field trip, the Troop should designate one CPR and First-Aid Certified Leader as the Health and Safety Lead. Both youth and adults should know that this individual should be seen in case of injury, illness, or medication distribution. Preferably all adults and older Trailmen should be trained in First Aid and CPR.

Discipline: We must ensure that when we have a Trailman who is acting in a fashion that is out of bounds, constructive guidance (“discipline”) is provided in a Christian manner—constructively and with the goal of encouraging the youth to move his behavior towards the Christian model we all want. At the same time, we cannot allow physical, degrading, or punitive methods of discipline to be utilized in Trail Life USA.

Discipline in Trail Life USA also applies to us as leaders. In working with our youth, we must be ready and willing to be disciplined in our leadership at events—this includes being willing to recognize an unprepared Trailman and send him home if needed; recognizing group problems that could spiral out of control and preventing these; and recognizing changing conditions that could increase risks to our Trailmen and cancelling an activity—behaving in a DISCIPLINED manner no matter what the desire of the boys and/or other adults might be.

III. Youth Protection and Sexual Abuse Prevention

“The Centers For Disease Control and Prevention (CDC), in its publication ‘Preventing Child Sexual Abuse Within Youth-Serving Organizations’ (Saul & Audage, 2004) has highlighted the importance of sexual abuse prevention for children and teens who participate in programming provided by youth serving organizations. These organizations represent a broad array of programs and organizations which include youth sports (e.g., organized football and baseball leagues), mentoring programs (e.g., Big Brothers & Big Sisters), and activity and leadership focused programs (e.g., Boys & Girls Clubs, Boy Scouts of America).”¹

The following TLUSA Child Safety and Youth Protection Policies (which can be found on www.TroopTrack.com) must be understood by all volunteers and adhered to at all times.

All members – both adults and youth – hold the KEYS (“Knowledge of Establishing Youth Safety”) to protecting and safeguarding our youth. These KEYS include the following:

- Volunteer Leader screening, including:
 - Volunteer applications, including reference checks and recommendation by Charter Organization;
 - Agreement with Trail Life USA’s Statement of Faith and Values;
 - Successfully passing Criminal Background Check before approval of adult volunteer leaders;
 - Additional Criminal Background Check every two years;
 - Satisfactory passing of Child Safety Youth Protection Training before approval to serve as an adult volunteer leader;
 - Identification by the wearing of TLUSA-issued credentials at all gatherings.
- Know the Environment to Keep Youth Safe
 - Be aware of other events and individuals who might have access to the area;
 - Preview facilities before events and evaluate the safety of the location;
 - Know who will be in attendance.
- Education about protecting the health and safety of youth
 - Child Safety Youth Protection Training must be regularly renewed – at a minimum of every two years (or sooner, as it is updated);
- Be vigilant for signs of child neglect, physical abuse, emotional abuse and child sexual abuse – including sexual abuse or inappropriate sexual conduct by other youth; Mandatory Reporting and documentation of incidents and/or allegations
 - Regardless of whether you personally observe it or hear it second-hand, Trail Life USA requires you to report to law enforcement and/or child protective services,² Trail Life USA, and the Charter Organization any good-faith suspicion or reasonable belief that any child is or has been physically, sexually or emotionally abused or neglected, has been (whether in person, online or through communication devices) exposed to sexual exploitation, child pornography, solicitation or enticement, or obscene material;

¹ “Prevention is Better Than Cure: The Value of Situational Prevention in Organizations,” Keith L. Kaufman, Ph.D., Haley Tews, B.S., Jessica Schuett, B.S. and Benjamin Kaufman, B.S. (2012)

² For the appropriate agency to report suspected child abuse and/or neglect, go to the Child Welfare Information Gateway, https://www.childwelfare.gov/pubs/reslist/rl_dsp.cfm?rs_id=5&rate_chno=W-00082 or call the National Child Abuse HOTLINE: 1-800-422-4453.

- It is also mandatory to report to Trail Life USA and the Charter Organization any violations of Trail Life USA Child Safety and Youth Protection Policies;
- Abusers cannot be easily identified and are typically trusted by children and their families, **NOBODY IS ABOVE THE RULES – ALL SUSPICIOUS BEHAVIOR OR VIOLATIONS OF POLICIES MUST BE REPORTED;**
- Report what you have seen or heard immediately and document.

Sometimes even people that we trust do things that are wrong, and can intend to misuse our trust and hurt us. Any act that threatens to harm another’s physical, mental, emotional or spiritual health is wrong.

Unfortunately, there are some adults or even other youth who sexually abuse children. Any sexual contact with a youth – regardless of who the other person is – is wrong and should be reported. The following guidelines can help to reduce the possibility of that happening:

- All members must adhere to the Trail Life USA Oath, Motto, and policies;
 - Immoral conduct, physical violence, hazing, bullying, insults, drug abuse, alcohol abuse, sexual conduct outside of the sanctity of marriage, inappropriate language, theft and deceit are inconsistent with Trail Life USA values and policies.
 - Alcohol is not permitted at any Trail Life activity, except where part of a recognized religious practice.
- Everyone should respect youths’ privacy – especially when it comes to toilets, showering, and sleeping arrangements;
 - Separate accommodations, showers, dressing/changing areas and restrooms for adults and youth are required;
 - It is never acceptable for an adult to be on or in the same bed;
 - No interaction between adults and youth in a bedroom or a bathroom except in limited situations required due to health and safety concerns (in which case the no one-on-one rule must still be followed);
 - While youth will be in close proximity with one another during these times, additional safety procedures apply even in terms of youth-to-youth. One such policy provides that Woodlands Trail, Navigators, and Adventurers may tent only with “buddies” in their same unit and age level;
 - Any sexual activity or overtures are strictly prohibited.
- **A minimum of two (Registered and Trained) Adult Leaders must be present for each activity (Two-Deep Leadership Requirement)**
 - Although parents’ participation is welcome, a parent who is not a registered (thereby trained and screened) member is not considered part of this two-deep leadership requirement.
- **A youth should never be alone with only one adult, unless it is his parent (Commonly referred to as the “No One-On-One” Requirement)**
 - This includes electronic communications such as texting and on-line communications;
 - This includes transportation to and from Trail Life activities; Adults should ride in the front seats and youth in the back.
 - Stay in areas designated for the activities and keep doors open.

- Adults and youth are not to have “secrets,” nor are adults to provide “special treatment,” gifts, or “forbidden items” (e.g., tobacco, alcohol or allowing risky behavior) to youth;
- There should be no secret activities, meetings or clubs;
- Appropriate clothing should always be worn – especially for swimming activities;
- Hazing, bullying, physical hitting and/or corporal punishment (even if intended as discipline) are strictly prohibited;
- Youth leadership should always be monitored by adult leaders;
- No inappropriate physical contact
 - No “rough-housing,” butt-slapping, massages, or inappropriate hugs;
 - No touching of (or by) children in the genital, breast or buttocks areas;
 - Children may not sit on the lap of an adult other than their parent;
 - Children should never be touched against their will unless they are in clear danger.
- Cameras, cell phones and other electronics should never be used inappropriately or in any way that can violate someone’s privacy or cause them any harm.

Youth members are to be instructed that if anyone fails to follow these guidelines, they should report them to their leaders and to their parents. It is the right thing to do and can help to protect them and others from harm. Likewise, Adults are to report any violations of the guidelines directly to Trail Life USA and to the Charter Organization of the individual violating the rules.

All adults are required to support and help youth members adhere to the teaching and instruction they are given in *The Trailman’s Handbook for Navigators and Adventurers*:

“Your mind, your body and your soul are three things over which you have certain rights that other people cannot take away. A doctor may need to examine you in a very personal and private way, but if it makes you feel uncomfortable tell your parents or ask one of them to be with you during the examination. People may say things to you about ideas with which you don’t agree. If people go beyond what you think or have been taught is reasonable, or if they ask you to see, read or do things that make you feel uncomfortable—whether it’s a physical act or a spiritual one—you have the right to refuse it, and that is precisely what you should do. If they offer you alcohol, illegal drugs, or ask you to help them steal something, or they touch you or ask you to touch them in inappropriate ways, go find someone you trust and tell them. Tell them more than once if you have to, or tell other trusted adults. If you can’t get through to them, find someone else until you are believed.

How do you know if something is wrong? One of the best things to do is to look for God’s direction. It is that gut feeling based on reason, love, and developing your conscience by studying moral issues and the Bible’s teaching on them. The more you develop your conscience, the easier it will be to know what the right thing to do is.

Adults should know better than to ask young people to perform sexual acts, disobey the law, or violate their religious principles. It is never your fault if someone asks you to do something wrong, even if they say it is. “Say NO, then GO, and TELL.”

TLUSA Policy Regarding Reporting

If an adult member learns or suspects that a youth member has been emotionally, physically, or sexually abused, we can help by not questioning the validity of the incident.

Help is needed no matter the validity of the incident.

Control your emotions, give support, get information about the incident, get medical

assistance, and immediately contact the appropriate social service agency and police in compliance with state and local laws and regulations, parents/guardians and the designated TLUSA Adult Leader.

You are not required to know for certain that a child has been abused. All that the law requires is that you have a reasonable suspicion and are reporting in “good faith.”

It is the responsibility of the adult member to file an [Incident Report Form](#) with the TLUSA Home Office as soon as possible – even if information is incomplete.

Procedures In the Event of Suspected Abuse

In the event an act of child abuse (or reasonably perceived act) is witnessed, reported, or suspected, the following procedures are to be followed:

- Remove the youth member from immediate danger and provide medical attention if needed.
- In the event child abuse is witnessed, promptly remove (and if possible, detain) and report offenders to the local social services department and/or police immediately in accordance with state, local, and federal laws and regulations. (Refer to your county website for reporting abuse in your area.) Immediately thereafter contact the TLUSA Home Office and send an [Incident Report Form](#) to Legal@TrailLifeUSA.com.
If the suspected abuser is NOT the parent or guardian, notification should be made to parents/guardians and to Trail Life USA’s General Counsel at Legal@TrailLifeUSA.com as soon as possible, advising them of the situation and any and all action taken.

Leaders having reason to believe a youth member(s) has suffered abuse should report or cause reports to be made to the local social services department and police as soon as possible. The report should include:

- name and address of youth member(s)
- age
- parent’s/guardian’s name
- nature and extent of abuse
- any other information which would be helpful in investigating the situation.

Upon notice to the social services and police, immediate notification should be made to the TLUSA Home Office advising them of the situation and action taken. If unsure as to which police agency, call the National Child Abuse HOTLINE: 1-800-422-4453.

IV. Knowledge

To safeguard health and instill a culture of safety for all Trail Life USA activities, Adult Leaders (which includes Registered Adults) have to start with a knowledge and understanding of Trail Life USA policies, rules, and guidance. Your reading this document is an excellent start!

As adult members we are expected to:

- Follow all TLUSA Health and Safety Guidelines, as well as safety checkpoints for specific program activities.
- Choose appropriate activities based on youth ages, abilities, and limitations.
- Use sound judgment in taking additional precautions necessary to avoid accidents.
- Work in partnership with youth in safety planning and implementation.
- Promote the concept of safety consciousness at all times, in all places.

In doing his part to protect his own and others' well-being through safe, healthy attitudes and practices, each youth member should:

- Work in partnership with the leader in planning for safety.
- Listen to and follow instructions and suggestions.
- Make safe choices.
- Learn and practice safety skills.
- Evaluate situations where a safety risk is involved.
- Always properly use safety equipment.
- Suggest additional safety guidelines and precautions.

Additional Health and Safety Policies for Camping & Activities

- Each Troop will plan their own activities and adventures, whether during the summer or the program year. Adult Leadership at all levels will follow established child safety and youth protection procedures and will file with their Charter Organization the appropriate [Troop Trip/Activity](#) and/or [High Adventure/Restricted Activity Form](#) with the appropriate travel, activity and contact information.
- A completed [permission form](#) with a parent's signature, date and phone number should be on file for any youth not registered;
- It is not recommended that Fox Trailmen camp overnight, however they may do so if the requirements set forth in the Camping Activity description are met;
- All activities are to follow the policies and guidelines set forth in the Trail Life USA Health and Safety Guide;
- All activities should be approved by the Troop Committee and Charter Organization. Additionally, all rules and requirements of the Charter Organization and/or any facility/camp being attended must be followed, even if they exceed or go beyond the Trail Life USA Health and Safety Guide or Trail Life USA policies;
- Boys should share tents with other boys of the same program group (e.g. Navigators tent with Navigators, Adventurers only tent with Adventurers, etc.). Even if at a camp or facility that allows (for example) 10 year olds and 16 year olds to share tents, Trail Life USA standards encourage boys to only tent with or

buddy with other boys of their program level;

- Whenever possible, three or four boys should share a tent, rather than only two;
- A [First Aid kit](#) and at least one adult trained in CPR and First Aid should be present at all Troop activities;
- A current [Adult Member/Participant Health and Medical Form](#) or [Youth Member/Participant Health and Medical Form](#) for all participants, including emergency contact information and those individuals to whom a youth may be released, should be in the possession of the adult in charge of the event;
- Proper clothing and safety equipment for activities is required, including appropriate footwear when engaged in outdoor activities.
- Discipline should always be based on the betterment of the youth, never the result of anger and should never belittle, insult or demean the youth. Discipline should never be physical, e.g., spanking, slapping, pushing or hitting, nor ever involve a deprivation of food, sleep, shelter, medical care or other neglect.

If you have a doubt about a policy, the time to ask is during planning - not once the trip is over. Your first point of contact is your Area Team, but if you fail to get your question answered, do not hesitate to reach out to your Home Office staff at (321) 247-7761.

V. Leadership

There are two broad goals of Troop Leadership: action and growth. Leadership for Action will help you have successful activities. Leadership for Growth will help you have successful meetings.

The three Leadership for Action skills are:

- **Determine potential** – understand the strengths and weaknesses of the group. Ask yourself what the group could do with the right training and experience.
- **Make a plan** – draw up a desirable goal that is within the group's potential. See what skills and experiences are needed to reach it.
- **Meet your potential** – through teaching and practice, prepare to achieve the goal. Pay special attention to the individual needs of members, as no two are alike.

The four Leadership for Growth skills are:

- **Effective communication** – ensure a good two-way flow of information by using good listening and speaking skills. When people know what they should be doing and how they should be doing it, they will function much better. As a leader, you will benefit from feedback, and you should listen as carefully to constructive criticism as you do to praise.
- **Leadership by example** – people are more apt to do what you do rather than what you say. Your actions should show that you are still very much a part of the group.
- **Sharing leadership** – delegating authority frees you up to focus on the overall direction, but it is also an important part of continuing the growth of the people you lead.
- **Building trust** – the most important dynamic of a group is specialization, the ability of each member to bring his full attention to one task and to do it well, relying on others to carry out the other needed chores. This system only works well where there is trust in the willingness and ability of others to do their jobs.

VI. Planning and Preparation

Troop trips provide an opportunity to establish and accomplish both long-term goals and short-term objectives for the members of the Troop, but especially a way to give young men a chance at leadership. Depending on the interests of the youth, the planning of the trip may take a period of weeks, months, or years. It is the responsibility of Adult Leaders and volunteers to guide youth in choosing and organizing a trip that reflects the TLUSA program, their experience level, and planning ability of the youth.

In addition to adherence to the TLUSA Health and Safety Guide, Troops, parents and the Troop's youth leadership should consider the age, ability and maturity of youth when planning Troop activities. The [Age-Appropriate Program Activities Chart](#) is designed to assist Troops, parents and the Troop's youth leadership in planning activities.

Trips should have a purpose. The purpose should be compatible with and accomplish one or more Program Goals (Program Emphases); should be age-level appropriate; and should be planned and researched by BOTH youth and adults.

All events should utilize a [Checklist for Preparing for an Outdoor Adventure](#).

The trip should be planned over a period of time that allows YOUTH to adequately prepare for the trip. When the trip destination is identified, careful consideration should be given to developing a feasible timeline to provide opportunities for Troop money earning.

Careful consideration should be given to preparing the trip budget. Trip plans could include as much as two to four years of fund-raising/money earning, depending on the trip costs.

Review safety and security guidelines, activity checkpoints, program standards (including those on fund-raising) and camping standards.

Procedures for Troop Trips

Long-Distance/International Trips

Your Charter Organization and TLUSA must receive advance written notification of any trip that will exceed the 400-mile radius of your Troop meeting place. Submit a [High Adventure/Restricted Activity Form](#) to the Charter Organization for approval and to the TLUSA Home Office at least 4 weeks prior to trip departure.

Those traveling to destinations outside of the United States must secure approval from the Charter Organization and the TLUSA Home Office three months prior to your trip. Additional requirements may be necessary based on your destination. Contact TLUSA Home Office for more details.

Camping/High Adventure Trips

If you are planning a "camping trip," you must submit the [Troop Trip/Activity Form](#) to your Charter Organization for approval, regardless of distance.

"Restricted" or High Adventure Activities require [the High Adventure/Restricted Activity Forms](#) be approved by your Charter Organization **and then** sent to the TLUSA Home Office (Legal@TrailLifeUSA.com) at least 4 weeks prior to trip departure.

Troop Trip Packets

Each Adult Leader should assemble a Troop Trip Packet for each Leader and driver when going on a trip of any duration. It is advisable to carry these at all times in a large zip-lock type bag, preferably in a backpack. This package will contain significant personal information, so should be safeguarded for the privacy of Youth and their families.

The following items should be included in each Troop Trip Packet:

- Completed current TLUSA Member/Participant Health and Medical Form with photo attached.
- Completed current TLUSA [High Adventure Activity Medical Form](#) for High Adventure Activities or those lasting longer than 72 hours.
- List of passengers in each car.
- List of serious allergies/medical conditions of passengers in each car.
- List of each person by room, tent, or cabin.
- License plate number, make, model, year and color of each car traveling with the group and cell phone numbers for adults in that vehicle.
- [Permission forms](#) satisfactory to the Charter Organization for any unregistered attendees.
- Written directions & map for destination. Include rest stops, gas stops & meal stops. Itinerary of events and arrival times.
- For trips of 200 miles or more, it is also suggested to have a photocopy of the parent's medical insurance cards and a signed Power-of-Attorney for emergencies.
- Contact information for the Troop Contact Person (individual not taking part in trip).
- An Emergency Preparedness Plan.
- Copies of TLUSA [Incident Report Form](#).

At least one Adult Leader in the group should carry additional copies of the appropriate medical forms the entire group, both youth and adult.

Transportation

All potential drivers for Troop activities must enter and keep current their vehicle information, auto insurance, seatbelts, and driver's license on their individual Profile on their Troop's TroopTrack™ page at www.TroopTrack.com. This information must be on file and updated on a yearly basis.

All drivers must be licensed and be at least 21 years old and younger than 71 years old.

It is Trail Life USA policy that if an adult driver has any of the following violations in the last three years (except where otherwise noted), they may not transport youth or adult members on any Troop activity:

- Driving under the influence
- Reckless operation
- Leaving the scene of an accident
- Two or more moving violations within the last 12 months
- More than three moving violations

- More than two accidents in the past three years
- More than one accident in any one year
- Speeding over 80 miles per hour or 21 miles per hour over the posted speed limit
- Operating a motor vehicle during a time of suspension or revocation
- Operating a motor vehicle without a license
- Negligent homicide arising out of the use of a motor vehicle
- Aggravated assault with a motor vehicle

TLUSA, Charter Organizations and/or Trail Life Troops reserve the right to deny a driver based on automobile safety or driving record. The driver's motor vehicle record may be randomly checked.

Please contact TLUSA's Home Office regarding criteria and driver eligibility for ages 71 and over.

Additional Requirements:

- Cautious driving must be practiced, even on short trips. Drivers must utilize reasonable travel speed, in accordance with local laws, road conditions and weather conditions.
- If vehicle is designed to carry 12 or more people, driver must have a commercial driver's license (CDL).
- Driving time by any individual driver is limited to 8 hours in an 18 hour period, and must be interrupted by frequent rests and food stops. Extended driving after dusk is very dangerous and strongly discouraged—take an additional day to keep a trip safe.
- All activities that distract the driver's attention are strongly discouraged (i.e. cell phone, eating).
- The vehicle must be inspected by its owner and be in good condition as to the brakes, steering, lights, tires, proper registration, etc.
- Vehicle must have seatbelts for all passengers, which must be worn by all individuals during travel.
- Vehicles should each have a Basic First Aid kit, and at least one of the vehicles should have a more advanced First Aid kit as outlined in the [First Aid section](#).
- Trucks may only transport youth in the cab. Under no circumstances is anyone allowed to ride in the bed of a pickup truck or sit on the sides of a moving vehicle. The lone exception to this would be Trailmen riding on a float (described in the [Activities section](#)).
- All vehicles must have at least one charged cell phone in case of emergency.
- Youth under 13 years of age should be properly restrained in the back seat.
- Youth should wear lap and shoulder belts in every seating position in a motor vehicle. Note: Laws provide a minimum requirement, but may not always reflect best practices. See AAA's safety seat guide for more information.
- Appropriate Youth/Leader ratios with no "one-on-one" should be present during transportation. Supervision during transport in excess of three (3) hours should include at least two Registered Leaders.
- TLUSA requires drivers to adhere to the following requirements for public liability insurance on vehicles used to transport members to activities or on trips. Drivers

must maintain the following coverage unless your state or Charter Organization requires a higher standard:

Passenger Cars, Station Wagons:

\$100,000/\$300,000 public liability per accident

\$50,000 property damage

Passenger Bus

\$100,000/\$300,000 public liability per accident

\$50,000 property damage

- The Charter Organization and TLUSA must approve forms of transportation other than privately insured cars or vans (i.e. buses, airplanes or other vehicles), at least four weeks prior to your activity. Troops should contact the TLUSA Home Office for approval.
- In the event of an accident, injury, or violation of TLUSA policy, the following steps should be taken:
 - Keep yourself, the affected youth and others calm;
 - Encourage, affirm, reassure and communicate with the youth;
 - Youth health, safety, and protection are the main priority;
 - Summarize in writing the details, facts and action taken;
 - In addition to any required reports to law enforcement or other agencies, an [Incident Report Form](#) should be filed with Trail Life USA and the Charter Organization as soon as possible, certainly within 24 hours.

VII. Communications

Good communications make for better trips! The more that people know about your trip, the less uncertainty there will be and the more successful your outcome will be.

As mentioned before, for the safety of the youth and for your own protection, all Registered Youth, Adults, and Leaders have already signed a Consent, Waiver and Release Agreement as a condition of membership.

At the same time, it's a crucial part of communications to ensure the parents know what the plan is and obtain their consent to their son's participation. While it is okay to do a "blanket permission form" for each Troop event year, a better practice is to create a permission form for each event. The permission form should include what the event is, when the group will meet, leave, and return; where you are going; what activities will be taking place and where; any special activities being conducted e.g. swimming, canoeing, etc.; and who the leaders are.

Each permission form should be fully complete with parent/guardian signature and date and should include a phone number where the parent or guardian can be reached during the event.

A [Sample Permission Form](#) can be found on TroopTrack™.

While it is permissible to invite potential members to Troop activities and events, such unregistered youths (visitors) should not be allowed to attend any activity without the approval of the Charter Organization and a completed and signed Parent/Guardian [permission form](#) and TLUSA Member/Participant Health and Medical Form.

VIII. Safe Areas

The following points should be considered in selecting a Troop meeting place and making meeting plans:

- The meeting place should be easily accessible to all, taking into consideration and accommodating those youth with special needs.
- Buildings should be safe, secure, clean, properly ventilated, heated, well lit, and hazard free.
- Meeting places should allow adequate space for planned activities; have accessible toilets, hand-washing facility, and sanitary drinking facility.
- Troops should adhere to building capacity.
- The meeting places should have accessibility to a telephone. Emergency numbers should be posted by the telephone. However, if there is not accessibility to a phone your cell phone may be used as the emergency number. All parents must have this number and your cell phone must be turned on during Troop meetings.
- Exits to the facility should be well-marked and there should be at least two exits available. Exits must be easily accessible and unlocked from the inside. All Troop members should be aware of these exits, as well as a common meeting place outside.
- Leaders should arrive prior to the meeting to unlock doors and ensure that no youth is waiting outside the building. Leaders must also remain at the meeting place until the last child is picked up by parent/guardian, maintaining two-deep leadership at all times.
- All Troops must have a [First Aid Kit](#) available at all Troop meetings and activities. At all Troop meetings and activities, one First Aid and CPR-certified adult per Unit must be present.

Release of Members

All Troops must have a release procedure in place for all Troop meetings and activities. Troops are expected to utilize a parent sign-out sheet for picking up their son(s) for youth under age 14. This may also act as an attendance form. It is suggested that an Adult Leader be responsible for this process. This gives Adult Leaders an opportunity to get to know parents, and therefore more able to recognize when a questionable situation arises. This sign-in/out sheet should be kept with the Troop records.

Release procedures must be explained annually to all parents. A predetermined release list, giving permission to release a member to several people, is one way to ease the burden on the Adult Leader if an emergency arises.

Adult Leaders must receive written permission ahead of time to release a member to an adult other than the parent/ guardian. No child may be released to anyone without permission from the parent/guardian. Non-custodial parents/others must show a photo ID and sign a sign-out sheet.

It is also suggested that parents give Adult Leaders a list of individuals who may not pick up their child. This list can be useful in divorce/adoption situations where custody is an issue.

IX. Physical Fitness and Skills

Before conducting an event, our responsibility as Trail Life USA Leaders is to ensure that our Trailmen are physically ready and able to tackle these events. We also must be aware of Trailmen AND Adults with special conditions that need to be monitored and may require us to act. Ensure annually that each youth and Registered Adult Volunteer completes a new [TLUSA Adult Member/Participant Health and Medical Form](#) or [Youth Member/Participant Form](#) (found in TroopTrack™) and that it is on file with the appropriate Adult Leader.

The [TLUSA Adult Member/Participant Health and Medical Form](#) or [Youth Member/Participant Form](#) should be duplicated and kept in a folder or binder and brought to each activity. Current photos of youth members should be attached to appropriate health history forms.

It is crucial that Troop leadership is familiar with all medical conditions that exist within the Troop, both for adults and youth. Being aware of pre-existing conditions can save valuable time in an emergency. A review of forms should be held semi-annually in order to insure that information stays current.

A separate list of all Troop Members (youth and adult) with allergies (food, animal, environmental, medication, etc.) should be created and brought to each meeting and event. This list will be helpful in choosing foods and activities as well as providing fast information in an emergency.

Any youth or adult participating in a “[High Adventure Activity](#)” as defined by TLUSA, must also have a completed [High Adventure Activity Medical Form](#) on file (found in TroopTrack™).

X. Equipment

Ten Essentials

One habit we want to develop in our Trailmen is to be ready for anything they encounter—and a great way to do that is to encourage them to start carrying their Ten Essentials whenever they go on an outdoor activity.

While there are many lists of “Ten Essentials”, these are the essentials from the Trailman’s Handbook:

Map - Always carry a detailed map of the area in which you are hiking. Commercially available maps are great if you're staying on identified trails. If you're planning on leaving the trail it's best to have 7.5' USGS maps. Keep your maps in a plastic bag to protect them from the rain and know how to use them.

Compass - A map is no good without a compass and a compass is no good if you don't know how to use it. It doesn't matter how fancy your compass is, but if it doesn't have a compensation setting for true North, make sure you know how to convert magnetic to true North. GPS units are great, but they are not substitutes for knowing how to use a map and compass. They're delicate devices that can break, get waterlogged, or seize up in cold weather. The GPS can point you in the right direction, but it's the map that tells you if you can go that way.

Water and a Way to Purify It - It is essential to drink a lot of water while hiking. Without water, your body doesn't perform as well and you could grow more susceptible to heat stroke, hypothermia and altitude sickness. All water sources can harbor tiny organisms that would make your life unpleasant later. You should purify all water with a water filter or purifier, chemical tablets, or by boiling before drinking.

Extra Food - Always bring extra food when hiking in case an unexpected situation delays your return - be it detour, injury or sickness, difficult terrain, weather, etc. Bring at least one extra day's worth. It should be something that stores for a long time, requires no preparation, and is high in energy.

Rain Gear and Extra Clothing - Weather can change quickly in the mountains. A sunny, warm day can turn into a cold downpour in a very short period of time. Always tuck rain gear into your backpack and bring along layers of clothes. Avoid cotton clothing in favor of wool or poly blends that wick moisture away from your skin.

Firestarter and Matches - Always bring along waterproof matches in a water-tight container and have a dry or waterproof striker. You might also bring a cigarette lighter as a backup. In the Northwest you can expect to have to deal with wet kindling. A candle, solid chemical fuels, or balls of compressed wood chips work well.

First Aid Kit - Don't just have a first aid kit, have a useful first aid kit. If your kit just has a few bandages and some aspirin, you won't be able to do much. Make sure you have the supplies to deal with major injuries, and make sure you have the knowledge. You can purchase hiker First Aid Kits at outdoor stores or put together your own.

Knife or Multi-Purpose Tool - Knives are indispensable in the backcountry. They can help you prepare food, cut Moleskin or bandages, repair gear, and more. Sheath knives are not recommended except in high adventure wilderness or backcountry adventures. They are heavy and awkward to carry, and unnecessary for most activities.

Flashlight and extra batteries - It's dark out there! A light source is vital if you get

caught in the woods after dark. Also carry spare batteries and an extra bulb and make sure you test your light before each trip.

Sunscreen and sunglasses - Your eyes need protection, especially if you are on snow or above the tree line. Sunglasses are a must. And those rays are strong and damaging; sunscreen is important for people of all skin types.

Clothing

- Clothing should be activity appropriate and help to protect from environmental hazards.
- Uniforms can be useful in providing identification when traveling, as well as show a deep pride and passion to be a Trailman.
- Proper shoes and socks are important in preventing fatigue, blisters and discomfort.
- For warmth and partial protection from hypothermia, a hat, and several light, loose layers of clothing are helpful in cold weather.
- The type of material used in clothing construction is also important in determining when a particular garment is useful. For example: wool insulates well, even when wet; and cotton breathes and readily absorbs moisture from the skin.
- Waterproof gear is always useful when there is a chance of getting wet.
- Sunscreen and hats should be worn in situations where extended sun-exposure is probable.

XI. Weather Conditions

Weather can prove to be a hazard in any situation, but with some planning and awareness, serious threats to health and safety can typically be avoided.

It is important to be aware of local weather forecasts, especially when planning an outdoor activity. Equipment or plans may need to change depending on the forecast – even potentially resulting in the postponement or cancellation of an activity. **SAFETY IS ALWAYS PRIMARY.**

It is also helpful to utilize a weather radio, especially during times of year when dangerous weather patterns are more common. Being aware of the approach of hazardous weather can allow for important emergency procedures to be implemented. It is also important to understand and obey area emergency siren systems. Education of participants--including youth--and early notification can be key to minimizing threats to health and safety.

Earthquakes

- The greatest danger in an earthquake is from falling debris.
- If outdoors, head for clear area, avoiding buildings, power lines, utility poles, etc.
- If indoors, stand in a doorway, or lie under a heavy piece of furniture. Stay away from windows.

Flash Floods

- During heavy rains, avoid natural streambeds and narrow channels, which tend to create fast waters.
- Flash floods are dangerous due to swift currents and their unpredictable nature. When warnings are posted, evacuate the area immediately.
- If evacuation is not possible, seek the best route to high ground. Do not attempt to outrun the water. Climb straight up a tree, bank, hill, etc.
- Never attempt to wade or drive through water higher than 6 inches. If in a car, get out of vehicle and call for help.

Lightning

Lightning is a fairly common occurrence and can be extremely dangerous. Places to avoid during a lightning storm include:

- Summits, or places that are the highest location around: If found in this situation, quickly descend to a lower elevation, in the opposite direction of the approaching storm.
- Beside isolated or tallest trees: If found in this situation, try to move quickly to a group of lower trees or assume the lightning position (Crouch, with your feet close together and your bottom off the ground. Do not place your hands on the ground. If you have access to insulating material (such as a sleeping pad, or backpack), crouch on it. Avoid the temptation to crouch together during a storm. Participants should spread out, 15-20 feet apart. Be sure that group members are visible and that spreading out does not put anyone into a danger zone.
- An open field, where you are the tallest object: If found in this situation, try to find a low-lying area or assume the lightning position.
- On/in water: Immediately return to shore.

If a building or a car is available, immediately retreat to this shelter. Dense forests,

located in a depression can be a good place to wait out a storm. If the storm is less than six miles away (or the time between thunder and lightning is less than 30 seconds) assume the lightning position.

Tornado

If warning is issued, head for a protected area immediately. Find a safe place; stay low, covering neck and head.

Some safe places include:

- Storm shelter/basements
- Caves/tunnels
- Interior corridors/hallways/bathrooms
- Reinforced concrete buildings

Places to avoid include:

- House trailer
- Tents
- Gymnasiums
- Indoors, near windows

If shelter is unavailable, move away from the tornado's path at a right angle. If movement is not possible, lie flat in a ditch and protect your head.

Winter Storms

When traveling in winter, ensure that you have sufficient supplies of food, water, sleeping bags, blankets, etc. Be sure to pack a shovel and some cat litter in your car, in case your vehicle gets stuck in deep snow or ice. Plan places along your route to stop if the weather conditions decline rapidly.

XII. First Aid, CPR and Medications

Being prepared to react to emergencies is a critical capability to have for all Trail Life events. All Leaders are strongly urged to become CPR and First-Aid certified. As a minimum, all Troops are expected to have at least one adult present at each meeting and activity with current First Aid and CPR certifications.

We often go to remote areas to get away from it all, but among the things we are getting away from is quick access to emergency support and care. If someone has an accident in an American city, dial 911 and an emergency team will probably be on the scene in minutes, ready to treat injuries and to provide transport to a medical center.

The farther that group members are from medical facilities, the more important is their ability to deal with emergencies on their own. Responding to incidents during trek adventures can involve not only immediate treatment, but also evacuating ill or injured persons out of the backcountry, or stabilizing them and maintaining their safety for hours or even days until medical assistance arrives.

Those who intend to travel in the backcountry should prepare themselves with first-aid training, ideally including training in caring for injured and ill persons in remote settings. Among the training courses available in various parts of the country are Red Cross Wilderness First Aid Basic, Wilderness First Responder, Wilderness Emergency Medical Technician, and Mountaineering Oriented First Aid.

Troops are encouraged to designate one adult as the Health and Safety Lead for each TLUSA activity. This individual will act as the main first-aider and should also be in charge of the security and administration of medications. A Registered Adult with a medical background (such as a MD, RN, PA, Paramedic or EMT) is ideal for this position.

A Troop First-Aid kit must be present at all Trail Life USA outings, camps, and meetings. Basic first-aid kits, used at meetings and day outings should include the following:

- Absorbent Compress
- Adhesive Bandages (variety of sizes)
- Adhesive Tape (1 in width)
- Antibiotic Ointment
- Antiseptic Wipes
- Non-Latex Gloves (2-3 pairs)
- 3-inch Roller Bandages
- Sterile Gauze Pad
- Scissors
- Tweezers
- Oral Thermometer
- First-Aid Instruction Card
- 1 gal. Ziploc Plastic Bag
- Blank [Incident Report Form](#)
- Hand sanitizer
- Elastic bandage
- Triangular Bandage
- Safety Pins
- Mouth Barrier for CPR
- Flashlight with batteries
- Lightweight blanket
- Moleskin
- Permanent Marker
- Paper (kept inside plastic bag)
- Ball Point Pen
- Waterproof Matches
- First-aid manual/Instruction cards
- Pencil and paper

For wilderness trips, or trips where the troop will be more than 60 minutes from First Responders or Emergency Medical Services, these additional items should be included:

- Light Sticks (at least 3 with 3+ hours life)
- Splint (e.g. SAM Splint, inflatable or other)
- Plastic Sheet or tarp
- Garbage Bags
- Roll of Duct Tape
- Water Purification Tablets

First Aid Kits and Instruction cards can be purchased at a variety of locations. The Red Cross offers these items from their online store at www.redcross.org.

An easy method for storing first aid equipment is to purchase a large waist or daypack. This pack should have room for all supplies and medical forms. These should be packed ahead of time, and ready to go for any outing or meeting. It is crucial that first-aid kits are updated on an annual basis. First aid creams, medications, etc. have expiration dates that must be heeded. In addition, it is important to replenish supplies regularly.

Troops may want to include some over-the-counter medications in their first-aid kit. These medications may only be given if the parent/guardian has signified in writing on the Trail Life USA Member/Participant Health and Medical Record that their child may receive these medications. Some medications to include:

- Tylenol
- Ibuprofen
- Syrup of Ipecac
- Pepto-Bismol
- Calamine Lotion

For all medical emergencies Adult Leaders are advised to follow the Red Cross First Aid Manual, according to their training level and contact medical personnel for further treatment.

In administering first aid, Adult Leaders should try their best to aid victims, adhering to Universal Precautions. Universal Precautions are guidelines to protect health care providers from blood borne germs. Following these guidelines, you should treat blood, body fluids and tissue from all patients as if they were infectious. When dealing with body fluids, non-latex gloves or another sterile barrier should be used to prevent spread of disease. When possible, a mouth-barrier device should be used when administering rescue breathing.

Administration of Medication

A CPR and First-Aid Certified adult/leader, with knowledge of medication should be deemed as the Health and Safety Lead and administer medication for youth.

TLUSA members are discouraged from taking medication at Trail Life events unless absolutely necessary. TLUSA policy does not mandate nor encourage the Adult Leader to dispense medication. If a Leader is uncomfortable administering medications, efforts should be made to make it possible for the youth to still attend the function. If all ideas are exhausted with no resolve, in an effort to keep the TLUSA program available to all youth, please contact the TLUSA Home Office to further problem-solve.

All medical information should be considered confidential and shared only with those who are responsible for the health care of the Troop. Medication (with the exception of emergency use meds, such as epi-pens, inhalers, etc.), Medication Logs, Health Forms, and Incident Report Forms should be kept in a locked area when not being

used.

No TLUSA youth member is allowed to self-medicate while participating in a Trail Life event. Exceptions include inhalers and epi-pens, which may be kept on a youth's person for emergency use if he understands its proper use. Parents must indicate in writing that the youth is in possession of this medication and possesses the knowledge and ability to administer.

In some cases a youth or adult may require taking special medications such as Insulin or injected epinephrine (Epi-pen). In these cases, it's crucial that Trail Life Leaders talk to the youth and understand their regimen for using these medications and be familiar with how they are used—not so they can necessarily administer them, but rather in order to be able to monitor and ensure they are taken on time and properly.

The Adult Leader fulfilling the Troop Health and Safety Lead role can accept the responsibility of medicating or making sure a TLUSA youth member takes the necessary medication at the appropriate time. The Health and Safety Lead must first have a current completed Member/Participant Health and Medical Form with the required authorization completed.

The Troop Health and Safety Lead must complete the Troop's medication log each time medication (prescribed or over-the-counter) is administered. This log should become part of the Troop's permanent records.

The Troop Health and Safety Lead should refer to the Troop's medication log to see when the last dose of medication was given.

Physician-prescribed medications

TLUSA requires a completed Member/Participant Health and Medical Form that provides the name of the drug, the dose, the times when the medication is to be taken, and the diagnosis or reason the medicine is needed.

Possible reactions to medications should be noted. Any necessary emergency response should be outlined by the physician, either directly on the form or as an attachment describing the appropriate treatment.

Medications must arrive in their original packaging. The name on the bottle, must match the name of the youth who is to receive the medication. Medication will only be given to the youth whose name is on the prescription bottle and may not be shared, even among siblings.

The parent or guardian should provide a written request that Trail Life Leaders comply with the physician's order by signing the boy's Member/Participant Health and Medical Form. Medications should not be dispensed if contraindications are present.

Over-the-Counter Medications

Over-the-counter medications are "prescribed" by parents who desire to facilitate their children's medical recovery. According to the Troop's sick policy, parents and Adult Leaders should consider whether a child who is ill enough to require medication should either stay at home or see a physician who can decide whether it is safe for him to participate in Trail Life events.

If circumstances require that the TLUSA member must receive over-the-counter medication at a Trail Life event, and the Troop Leaders in consultation with the parents are allowing participation, in addition to the required TLUSA [Youth](#)

[Member/Participant Health and Medical Form](#), the parent should provide written instructions to the Troop Health and Safety Lead specifying the medication, the amount of medication to be given, the time it may be taken, and the reason for its administration.

The Troop will retain the form for at least the duration of time the medication is used. It will remain a permanent part of the member's record, for at least seven years. The Troop reserves the right to limit the duration of parent-prescribed medications and/or to require a physician statement for continued use of any medication beyond a specified time period.

These medications should be in original packaging, placed in a zippered plastic baggie, clearly and permanently marked with the youth's name and kept in the possession of the Health and Safety Lead for the duration of the event.

No TLUSA youth member may bring over-the-counter medications for self-administration.

Administration of all medication will be done per the parent's written instructions.

Security and Storage of Medication

All medications (prescription and over-the-counter) must be presented in the original labeled container from the pharmacy or drugstore. Most pharmacists will provide additional labeled containers for prescription medications if asked.

All medications must be kept by the designated Troop Health and Safety Lead. This individual is responsible for ensuring that medications are accessed only by those approved to do so.

Medications that may have an impact on the medical outcome of an immediate medical emergency (Epi-pen for treating serious allergic reactions) should be kept with a TLUSA adult member that is competent and trained in the use of the medication and is directly supervising the TLUSA member. This type of medication should be immediately available to the TLUSA member at all times. If the TLUSA youth member is trained in the proper use of a life-saving medication (such as insulin, an Epi-pen or inhaler) he may keep it on his person in case of emergencies, but the Trail Life USA Leaders should discuss with the youth where the medicines are stored and how they are to be used.

Answers to questions, such as where the medication will be stored, who is responsible for the medication, and who will carry the medication for field trips, should be defined in advance in order to maintain medication security and safety while ensuring timely treatment. Both youth and parents must be informed at the beginning of an event of the identity of the Health and Safety Lead. The medication should always be administered according to the prescribed guidelines. Medications should not be dispensed if contraindications are present.

XIII. Discipline

Discipline is important in following rules and ensuring a safe environment. Discipline should be administered according to Trail Life USA's values.

- Under NO circumstances is physical punishment to be used.
- All verbal comments should remain constructive and positive. Discipline should occur in the presence of an adult witness.
- Each Troop should develop a Troop Discipline Policy, contained in the Troop Policy Manual, and have it signed by both parents and child.

As discussed before, we also must ACT with discipline to anticipate problems and prevent accidents and injuries from occurring.

Emergency Preparedness

Advance emergency plans should be made to help cope with the unexpected and should be specific to each activity. Include the following specifics:

- Name of individual in charge
- Emergency plan and alternatives: discuss possible emergencies that may arise within the Troop setting or trip. For each possibility, determine a plan of action, assigning individuals to specific tasks. Some assignments may include: How is 911 accessed? Who calls 911? Will emergency vehicles have access to your area? If not, who can allow access, or direct vehicles to the appropriate area? Where should the youth not involved in the emergency gather? Who is supervising them? Who is responsible to call the parent(s)/guardian(s)?
- Person to notify in case of emergency
- Emergency phone numbers including the number for the TLUSA Home Office
- Location of phone numbers of local law enforcement, fire and health facilities
- Evacuation procedures
- Number of participants involved in the event
- Statement of any volatile health conditions among participants
- Map of the Area, with address (if applicable)

The emergency procedure plan should be included in the Troop Trip Packet.

Security

- Regular head counts are crucial when working with large groups. Knowing how many youth are in the group and conducting periodic head counts will help in keeping the group together. It is important to know where youth are at all times.
- The Buddy System can be an efficient way of keeping count of large groups. If each youth has buddies with whom he is required to stay with and buddy checks are conducted on a regular basis, youth will be able to notify Adult Leaders if a buddy is missing. This system allows for a quick response to a lost youth. Youth should be aware of what to do if they get lost. A well-lit, well-populated meeting place (preferably a security kiosk, ranger station, etc.) should be designated at the beginning of the event.
- Know where the nearest telephone is located, and notify your youth of its location. Communication becomes critical in an emergency situation, planning ahead of time how to contact help will expedite assistance in an emergency.
- During any event or camping trip, it is the responsibility of Adult Leaders to confront unfamiliar faces. Any resulting uneasiness or discomfort with any such individual should result in them being advised that they are not to interact or be in proximity to

the Troop or its members and (respectfully) asked to depart the vicinity (if it is a public facility the concern should be promptly reported to the staff of said facility). Troop members and participants should be advised not to have any interaction with that individual, and to report any continued attempted interaction or appearances by said individual.

- Youth should not go alone into public restrooms without adult members first entering the restroom to inspect conditions and make note of who is present. The adult member then waits outside of the restroom for youth to exit. Adults should be aware of any individual entering the restroom and if youth are inside for an unusual amount of time.
- The “Release of Youth Members” policy should be strictly followed.

Risk Management

An injury that doesn't happen needs no treatment. An emergency that doesn't occur requires no response. An illness that doesn't develop demands no remedy. The best way to stay safe in the outdoors is to avoid getting into trouble in the first place. That requires planning, training, leadership, good judgment, and accepting responsibility—in short, risk management.

We manage risk in almost every aspect of our lives. There is risk involved in stepping out of our homes in the morning, but we go anyway. There are risks in crossing a street, catching a bus, and taking part in sports, but we find ways to minimize these risks and maximize our safety and well-being.

Risk management is so much a part of outdoor adventures that often we hardly notice we are doing it. When we fill bottles with water from streams and lakes, we deal with the risk of parasites by treating the water with a filter or chemicals, or by boiling it. When we share the outdoors with bears, we protect them and ourselves by hanging our food out of their reach, eliminating odors from our sleeping areas, and keeping campsites spotless. When foul weather blows in, routes become uncomfortably exposed, streams swell, or snow loads make avalanches a possibility, we consider all the available information and then make decisions that keep risks at acceptable levels.

Perceived risk can energize outdoor activities by bringing to them immediacy that is sharper than what we normally experience. The actual risk on a well-managed ropes course, for example, is relatively low, but participants experiencing the events of the course might perceive that the risk is much higher than it actually is. That heightened awareness can take them beyond their usual comfort levels and encourage them to accept challenges that will stretch their abilities and build their confidence.

The only way to eliminate risk completely in the out-of-doors is to give up the pleasures, challenges, and satisfaction of taking part in an adventure. Rather than attempting to do away with it, group members and leaders can manage risk by identifying its sources, understanding its boundaries, and tailoring their behavior to minimize exposure to danger.

Shared Management of Risks

Many outdoors-oriented organizations have guidelines to address certain hazards they believe to be of particular concern to their members. This information, for example, will discuss hypothermia, lightning, and several other potential risks of great interest to Trailmen and their leaders. A truly effective approach to risk management, though, is found not just in the details, but also in the willingness of everyone in a group to take an active role in maximizing his or her own safety and the safety of others.

A leader who empowers group members with resources, training, and responsibilities for conducting successful treks often will find that they also can be trusted to do their part to manage risk. When each person has a part to play in the success of a trek, everyone has a stake in risk management. Group members are far better prepared to deal with illnesses or injuries if they are versed in response plans and if they know where they are, what resources are at their disposal, and what skills they can draw upon. On the other hand, leaders who expect group members simply to obey rules and instructions—to be followers rather than thinkers and problem solvers—might discover that their groups aren't able to deal effectively with the changing nature of risk.

A critical aspect of risk management is letting others know when you are having difficulties or are aware of a concern that might affect you or the group. Many people have a tendency to keep things to themselves. They don't want to slow down the group, or are worried about what others will think of them. But stopping for a few moments to deal with a minor issue – for example, a hot spot on a heel can help avoid bringing the group to a long halt later in the day when blisters break out. Voicing concern about changing weather or questionable route decisions can bring important matters to the attention of the rest of your group.

Preparing a Group to Manage Risk

Risks associated with the outdoors can involve rain, wind, heat, cold, avalanche, water, wildlife, vegetation, and falling. Human elements affecting risk include lack of physical preparation, improper training, poor judgment, and unreasonable expectations by group members, leaders, parents, and others. Many of these concerns can be addressed by leaders helping group members decide upon activities that are appropriate to their skills, experience level, and interests. Preparing a group to manage risk also involves a certain amount of pre-trip paperwork and development of an emergency response plan.

Risk Assessment

A useful technique for any group planning an outdoor activity is to do a risk assessment and management plan. Think about the variety of things that could happen on your particular activity:

- What could happen?
- What is the LIKELIHOOD of it happening?
- What is the IMPACT or CONSEQUENCE if it were to happen?
- What are ways we could AVOID it happening (Prevention)?
- How will we RESPOND IF it happens (Mitigation)?

For example: your group is going on a canoe trip. One thing that could happen is:

- Canoe Flip over
- Likelihood? High
- Impact: potentially serious
- Avoid: training and practice, pre-float checks of canoes (make sure loads are low and well secured), buddy system, watch weather carefully
- Respond: buddy canoes respond, other canoes beach nearby and prepare to help

A sample [Risk Management form](#) is found in TroopTrack™ and should be filled in by Tour leaders before every major outdoor activity and submitted with the Activity/Trip plan.

Wireless Telephones and Risk Management

Global positioning system (GPS) receivers allow travelers to pinpoint locations, but they are no substitute for mastering the use of maps and compasses. Likewise, wireless telephones can be a convenient means for groups to contact emergency response

personnel, but phones are useless if they malfunction, the batteries are exhausted, or distance and terrain prevent clear reception of signals.

Never assume that having a portable telephone grants you any protection to attempt activities beyond your levels of skill and experience, especially if you are far from emergency support.

Managing Risk in the Field

The degree of risk in a situation depends on a host of factors that can change from one moment to the next. Take, for example, a log that, a few feet above a stream, offers an inviting route for hikers to reach the far bank. On a warm day in a local camp, the risk involved in walking across the log might be very low. Even if you fall, it's not far to the water. If you get wet, you can go to your tent and change clothes. If you sprain your ankle, you are close to medical assistance. Do you walk over the log? Probably.

During a backpacking trip, you come upon a similar log lying across a stream, but this one is located miles up a trail and the day is windy and cold. If you slip off the log, you have only the clothing you are carrying to replace wet garments. If your pack is submerged, the clothes, food, and gear stowed in it could become soaked. If you hurt your ankle, you might be stranded miles from a road. Do you use the log to cross the stream? Perhaps, but you might decide to lessen the risk by straddling the log and scooting across in a sitting position, or you might wade if the stream is calm and shallow, or you might seek out a better place to cross. Each option will take longer than walking the log, but not nearly as long as dealing with the possible results of a fall.

Managing risk often is a matter of considering the "what if" of a situation. Our same four factors can be used in the field: Likelihood, Impact or Consequences, Avoidance, and Response.

Anyone in a group should feel empowered to call a halt to group activities whenever he or she perceives a risk that should be addressed. In turn, group leaders and other members must respect those concerns and give them full consideration. While the tone of a group is best when it is upbeat and members strive to see the positive in every situation, it's good to be a pessimist about hazards, erring on the side of too much caution rather than not enough. The risk management portion of your brain should be focused on what could go wrong so that you can act in ways that increase the likelihood of things going right.

Incident Response

Risk management is not built on a list of rules, but rather on good judgment and a willingness to accept responsibility for one's own safety and that of others. Incident response is what happens when an injury or illness has occurred during a trek and a group must decide how to handle it.

Accounts of injuries and illnesses in the outdoors often try to pinpoint a specific cause. Hypothermia, for example, often is blamed on chilly weather, cotton clothing, and precipitation. Of course, the steps that led to poorly dressed travelers shivering in the rain can be traced back to decisions that might easily have prevented that dangerous situation from occurring at all. With qualified leadership, personal responsibility, and effective planning, those travelers would have had warm clothing and rain gear. They would have been well-hydrated and have had energy food in their packs. They would have kept an eye on the weather and made timely decisions about where to go, when to camp, and whether to turn around and go home.

Perhaps the greatest risk to be managed during trek adventures is also one of its real

attractions—the simple matter of distance. The farther you travel from clinics, physicians, and rescue squads, the more you must rely upon yourself and your companions to maintain your safety. Of course, the best response to risk is to stay out of trouble in the first place. That requires planning, leadership, and an awareness of your surroundings so that you can make good decisions every step of the way. Add the first aid training you need to respond effectively to an illness or injury that might arise, and you can make the management of risk second nature on every outdoor adventure.

Reporting

In the event of an emergency, the TLUSA Home Office must be notified within 24 hours of the incident. Notification should occur via submission of an [Incident Report Form](#) to Legal@TrailLifeUSA.com, along with a follow-up phone call to (321) 247-7761.

Incidents that require reporting include:

- Any injury or illness that required EMS care
- Any injury or illness that results in hospitalization
- Any incident/occurrence of a missing TLUSA participant
- Any incident/occurrence of an encounter with a suspicious or seemingly dangerous stranger

All media inquiries regarding an incident occurring during a Trail Life event must be directed to the TLUSA Home Office at Legal@TrailLifeUSA.com. Under no circumstances should a Trail Life volunteer speak on behalf of TLUSA.

XIV. Additional Safety Issues

Controlled Substances

Persons under the influence of controlled substances (including, but not limited to marijuana – even if medically prescribed or legal) or alcohol or in possession of same are prohibited from participation in any Trail Life activity or program.

Firearms

Persons using or possessing firearms must comply with all local, state and federal laws. Except when carried by active law enforcement officers, personal firearms are not to be present during TLUSA activities without prior written authorization by both the Charter Organization and TLUSA Home Office at Legal@TrailLifeUSA.com.

Alcohol, Drug, and Tobacco Policy

As the use of alcohol, illegal drugs, and tobacco has been proven to be a significant health hazard, they are not permitted at any Trail Life function or activity.

Since Registered Adults and Leaders serve as examples for the youth members, smoking is not allowed in the presence of youth at TLUSA activities or events. Use of alcohol, drugs, or tobacco by a TLUSA youth member should be reported to the youth's parents.

Use of alcohol, drugs, or tobacco by a TLUSA Adult Member during a Trail Life event should be referred to the Charter Organization and TLUSA Home Office for consideration.

Adherence to these policies and procedures not only enhances the protection of our members, but also ensures the basic values of Trail Life USA while providing a healthy and safe environment.



TRAIL LIFE USA®

Adventure › Character › Leadership

ACTIVITY GUIDE

Introduction to the Activity Guide

TLUSA activities are divided into 3 categories:

- **Unauthorized Activities**
- **Restricted Activities** (which require using the [High Adventure/Restricted Activity Form](#))
- **Unrestricted Activities** (use the [Troop Trip/Activity Form](#) to provide the notice your Charter Organization)

When planning outdoor activities, review TLUSA's specific activity training / certification requirements in this Guide, the [Age-Appropriate Program Activities Chart](#), and the [Checklist for Preparing for an Outdoor Adventure](#), found on the TroopTrack™ website.

Activities not listed in the unrestricted, restricted, or unauthorized list must be specifically approved by the TLUSA Home Office.

Contact info: Legal@TrailLifeUSA.com

When TLUSA Home Office Notification is Required

Insurance company representatives place controls on insurance coverage of certain program activities. We ask for your cooperation. Please call or write the TLUSA Home Office under the following circumstances:

- If your group is planning a Restricted High Adventure Activity (see listing of [Restricted Activities](#)). Use the [High Adventure/Restricted Activity Form](#).
- If you are planning to rent or lease a vehicle (bus, van, car, boat, etc.).
- If you are asked to sign a building reservation or use agreement.
- If you are planning to participate in an event or activity that requires a Certificate of Insurance.
- If you are planning an activity to which the public is being invited.

Please note that the [High Adventure/Restricted Activity Form](#) must be completed for any High Adventure Activities, trips in excess of 400 miles, activities outside of the United States, or the use of transportation other than privately insured cars or vans (i.e., busses, airplanes, trains, ships, or other public transportation).

The Charter Organization must approve in advance, requiring the signatures of the Troopmaster, Charter Organization Representative, and the TLUSA Home Office must be notified in advance.

For additional information on necessary forms and notification, please refer to the Forms and Guidelines information on the TLUSA TroopTrack™ Site.

Unauthorized Activities

The following activities are not approved by TLUSA and should not be a part of any TLUSA function.

Open water (lake or river) ice skating.	Bungee jumping (also known as shock cord jumping), B.A.S.E. jumping, bridge jumping or cliff diving.
Exploration of abandoned mines.	Boxing or martial arts that involve weapons.
Non-tethered hot-air balloon rides.	Use of mopeds or motorcycles.
Participating in motorized speed events, including auto-racing, motorcycles, boats, drag racing, demolition derbies, and/or related events. Motorized go-carts are only authorized at a commercial facility that provides equipment, liability insurance, and supervision of cart operation.	Fireworks (sale or use, unless done by a licensed certified fireworks specialist) Water chugging and related activities. The use of drones (“drone” being defined as an unmanned aircraft or ship that can navigate autonomously, without human control or beyond line of sight).
Parasailing, or any activity in which a person is carried aloft by a parachute, parasail, kite, or other device towed by a motorboat (except as authorized under “water tow sport”), including a tube, or by any other means.	“Big Wall” outdoor rock climbing and/or rappelling, defined as Grade III or higher under the Yosemite Decimal System (YDS) 3 scale, or speed climbing/ascents.
Lead or Trad Climbing.	Participation in amateur or professional rodeo events and sponsorship of rodeos.
Cannons and large-bore artillery are not authorized under any circumstances for use by Troops or TLUSA members at Trail Life USA events.	Varsity football, rugby, or lacrosse teams and interscholastic or club football, rugby, or lacrosse competition and activities are unauthorized activities.
Technical tree-climbing with ropes or harnesses.	Hang-gliding, ultralights, experimental aircraft, or parachuting.
Carrying of firearms on camping and hiking activities, except with prior specific written authorization by the Charter Organization and TLUSA Home Office where deemed necessary due to safety concerns from being in a wilderness environment. The exception to this would be authorized shooting sports activities and hunting activities for older Trailmen.	Use of powered/motorized equipment including chainsaws and mechanical log splitters (except by trained individuals over the age of 18 and with proper adult supervision and safety techniques/equipment). An example of acceptable training would be completion of the U.S. Forest Service Chain Saw training

³ http://en.wikipedia.org/wiki/Yosemite_Decimal_System

Restricted Activities

Restricted High Adventure Activities: Any activity that may require a greater level of knowledge/skill or present a greater risk than usual to participants must be approved by the Charter Organization and the TLUSA Home Office must be notified in advance. Please refer to the list of Restricted High Adventure Activities below. Such an activity should be discussed with parents or guardians and their written approval obtained before it is included in Troop/Unit plans. If your group is planning a Restricted High Adventure Activity, use the High Adventure/Restricted Activity Form located on the Documents section of TroopTrack™. Participants must also complete a [High Adventure Activity Medical Form](#) prior to trip. Submit the completed [High Adventure/Restricted Activity Form](#) to the TLUSA Home Office at least eight weeks prior to activity.

Please click on an activity in this table to link to view detailed information of each activity

Cave Exploring	Skiing / Snowboarding	Snowshoeing / Cross Country Skiing
Flying	Horseback Riding	Moving water Kayaking, Rafting, Canoeing
Indoor or artificial wall Rock Climbing, Rappelling, and Challenge Courses	Outdoor Rock Climbing, Rappelling, and Mountaineering	SCUBA (Self Contained Underwater Breathing Apparatus)
Snorkeling	Shooting Sports	

Unrestricted Activities

These are activities that do not require any further notification to the TLUSA Home Office. Troops should notify their Charter Organization of activities through use of and ensure compliance with the Charter Organization's preference and/or guidelines.

Please click on an activity in this table to link to the detailed information of each activity

Archery	Bicycling	Row boating – flat water
Canoe and Sailboat – flat water	Kayaking – flat water	Powerboat activities (waterskiing, wakeboarding or kneeboarding)
Camping	Camp Fires and Cooking Fires	Community Events and Activities
Fund Raising for other Organizations	Hiking/Backpacking	Ice Skating
Parade Floats/Hayrides	Roller Skating / Skateboarding/ Rollerblading	Swimming
Theme Park Activities	Warrior Games	Winter Sports
		Flat Water (slow river) Tubing

Cave Exploring

Note	Tours that are walking only (no crawling, climbing, etc.) on lit walking paths do not require the " High Adventure Medical Form ."
Age	Approved for Navigator level youth and older.
Site	Cave exploring as part of a public tour is permissible for all age groups. For non-public tour cave exploring, weather conditions and the condition of cave must be verified as being age and safety appropriate by a trained expert/guide who is familiar with the specific cave.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	A Registered Adult or Leader must be in the front and rear of the youth. A trained and experienced expert/guide familiar with the specific cave must provide on-site guidance All TLUSA Youth/Leader Ratios apply.
Equipment	Proper clothing and non-skid shoes are recommended. For cave explorations, proper safety equipment – including helmets being work at all times – must be used as directed.
Activity Specifics	Youth must be age and skill appropriate for the cave tour or the cave exploration. Ensure that no youth suffers from claustrophobia prior to the tour. Establish a safety plan prior to the tour/exploration. If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Skiing / Snowboarding

Age	Approved for Hawk level youth and older. (Foxes may participate if a parent is skiing/snowboarding with him.)
Site	<p>Downhill skiing and snowboarding must take place in commercial or public ski areas and only within bounds. Out of bounds and/or backcountry (“off-piste”) skiing is not an authorized activity.</p> <p>Ski slope must be chosen based on youth’s abilities.</p> <p>Youth must understand and comply with run coding system (i.e. Black Diamond, etc.)</p>
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>All skiing sites must have trained staff, equipped to handle first-aid emergencies, patrolling ski areas.</p> <p>All TLUSA Youth/Leader Ratios apply.</p> <p>Adult Leaders must be aware of each youth’s ability and regulate areas of activity accordingly.</p> <p>Buddy System must be utilized.</p>
Equipment	<p>Helmets are required by all youth and adults participating in Skiing or snowboarding</p> <p>Participants must wear appropriate clothing to guard against cold.</p> <p>All equipment must be in good condition and appropriate to participants size and ability.</p>
Activity Specifics	<p>Rests must be planned to avoid exhaustion and supply hydration and high energy foods.</p> <p>Participants must follow all slope guidelines and courtesies.</p> <p>Beginners must receive instruction from a qualified instructor.</p> <p>A “lost plan” must be created and understood by all participants.</p> <p>Refer to the guidelines on winter sports for other safety measures.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Snowshoeing/Cross Country Skiing

Age	Approved for Hawk level youth and older
Site	Never ski in unmarked or closed areas. Snow areas must be chosen based on youth' abilities. It is preferable to use existing ski trails or snowshoe paths. Backcountry snowshoeing and/or cross country skiing where avalanche danger exists is not authorized. .
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	All TLUSA Youth/Leader Ratios apply. Adult Leaders must be aware of each youth's ability and regulate areas of activity accordingly. Buddy System must be utilized.
Equipment	Participants must wear appropriate clothing to guard against cold. All equipment must be in good condition and appropriate to participants size and ability.
Activity Specifics	Rests must be planned to avoid exhaustion and supply hydration and high energy foods. Participants must follow all slope guidelines and courtesies. A "lost plan" must be created and understood by all participants. Refer to the guidelines on winter sports for other safety measures. If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines

<h2>Flying</h2>	
Age	Approved for youth 13 years of age and older.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>All flying activities must take place with a certified flight instructor, a pilot with a commercial or air transport rating, or a private pilot with a minimum of 250 hours of flight experience. (Instructors/pilots must be at least 21 years of age.)</p> <p>All TLUSA Youth/Leader Ratios apply; except that for basic orientation flights involving aircraft with only two seats, the adult licensed pilot in control of the aircraft is sufficient for the flight.</p> <p>A TLUSA member may take the controls of the aircraft, but the certified pilot must be in control of the aircraft at all times.</p> <p>A First-Aid and CPR Certified Adult Leader must be present, and access to a First-Aid kit available.</p>
Equipment	The plane may not carry more than the stated passengers/seat belts.
Activity Specifics	<p>Approved flying activities include:</p> <ul style="list-style-type: none"> Flying on any scheduled commercial flight Flying with a certified pilot within 50 miles of the departure airport <p>A TLUSA Flying Plan and Parent Permission Form are required for all TLUSA flying activities, except commercial flights.</p> <p>All standard FAA precautions must be followed.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Horseback Riding

Age	Approved for Hawk level youth and older.
Site	<p>Riding rings/stables must be well lit and free of potential hazards.</p> <p>Horses should be of an appropriate disposition and accustomed to being ridden by inexperienced riders.</p> <p>Weather conditions must be suitable to the planned riding activity.</p> <p>Trails must be marked and mapped. Public roads and highways must be avoided when possible.</p> <p>On trail rides, appropriate distance must be maintained between horses when riding in single file.</p>
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>All TLUSA Youth/Leader ratios apply.</p> <p>Riders must be supervised while in proximity of horses, whether mounted or not.</p> <p>Instructors must be qualified, certified by an accredited horsemanship organization and over 18 years old.</p> <p>First-Aid kit must be easily accessible, and a First-Aid and CPR certified individual must accompany youth at all times. Certified stable staff may count.</p>
Equipment	<p>Helmets, long pants and boots/shoes with a heel must be worn.</p> <p>Equipment must be in good condition and appropriate to size of rider.</p>
Activity Specifics	<p>Each rider must be tested and classified according to his riding ability and assigned to a horse and area according to his ability.</p> <p>Riders must abide by stable rules.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Moving water Kayaking, Rafting, Canoeing

Age	<p>Approved for Navigator level youth and older in accordance with the below matrix:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Nav</th> <th style="width: 10%; text-align: center;">Adv</th> </tr> </thead> <tbody> <tr> <td>Commercial Whitewater Tours</td> <td style="text-align: center;">x</td> <td style="text-align: center;">x</td> </tr> <tr> <td>Moving water canoeing on Class I water</td> <td style="text-align: center;">x</td> <td style="text-align: center;">x</td> </tr> <tr> <td>Moving water kayaking on Class I</td> <td></td> <td style="text-align: center;">x</td> </tr> <tr> <td>Moving water canoeing or kayaking on Class II or higher</td> <td></td> <td style="text-align: center;">x</td> </tr> </tbody> </table>		Nav	Adv	Commercial Whitewater Tours	x	x	Moving water canoeing on Class I water	x	x	Moving water kayaking on Class I		x	Moving water canoeing or kayaking on Class II or higher		x
	Nav	Adv														
Commercial Whitewater Tours	x	x														
Moving water canoeing on Class I water	x	x														
Moving water kayaking on Class I		x														
Moving water canoeing or kayaking on Class II or higher		x														
Site	<p>Check the general condition of the water area. Debris, garbage, excessive current or animal life in the water may make the location unsuitable.</p> <p>Check the weather forecast before leaving.</p> <p>Water conditions must be checked prior to trip to ensure that participants' skill level can handle currents, rapids, water level, etc.</p> <p>All participants must know and understand the planned route.</p>															
Skills	<p>Participants must have shown at least a Swimmer competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then she must ride in a boat with an adult who is a certified lifeguard or an adult trained in water rescue techniques.</p>															
Supervision	<p>At least one qualified adult with a certification from American Whitewater Association, American Canoe Association, or similar plus an additional supervising adult or trained in water rescue techniques with CPR and First-Aid certifications. If the using a commercial company or outfitter guide, he/she may be counted into the ratio. Please refer to the Ratio chart below*:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 25%;"># of Boaters</th> <th style="width: 40%;">Either # of Lifeguards</th> <th style="width: 35%;">Or # of Trained Adult Responders</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1-10</td> <td style="text-align: center;">1+ supervising adult</td> <td style="text-align: center;">2+</td> </tr> <tr> <td style="text-align: center;">11-25</td> <td style="text-align: center;">1+ supervising adult</td> <td style="text-align: center;">3+</td> </tr> <tr> <td style="text-align: center;">26-35</td> <td style="text-align: center;">2+ supervising adult</td> <td style="text-align: center;">4+</td> </tr> <tr> <td style="text-align: center;">36-50</td> <td style="text-align: center;">2+ supervising adult</td> <td style="text-align: center;">5+</td> </tr> </tbody> </table> <p><i>* Unless according the TLUSA Youth/Leader ratios, age of youth dictates greater number of adults. In this case, adhere to the larger number.</i></p> <p>Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition.</p> <p>Supervising adults must stay with the youth when boating, canoeing, sailing or participating in other open water activities. Youth must not be allowed to travel on water unsupervised. Set up a system of tracking the youth prior to leaving the dock. A suggestion would be to have one adult in the lead boat or canoe and one adult in the rear boat or canoe.</p> <p>Instructors should stay abreast of weather conditions and cease activity if weather becomes inclement.</p> <p>All boats and participants should return to shore immediately in the event of lightning.</p>	# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders	1-10	1+ supervising adult	2+	11-25	1+ supervising adult	3+	26-35	2+ supervising adult	4+	36-50	2+ supervising adult	5+
# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders														
1-10	1+ supervising adult	2+														
11-25	1+ supervising adult	3+														
26-35	2+ supervising adult	4+														
36-50	2+ supervising adult	5+														

Equipment

All participants in open water activities, such as rowing, canoeing, sailing, waterskiing, sail boarding, rafting, kayaking and tubing, must wear helmets and Personal Flotation Devices (PFDs), commonly known as life jackets. There are to be no exceptions to this policy. Even experienced swimmers should wear a life jacket when participating in boating or other open water activities. A life jacket will keep you afloat, but it will not prevent you from drowning.

Appropriate clothing must be worn, including nonskid shoes. Beware of over exposure to the sun.

Layers or wetsuits must be worn when cold weather dictates.

Take along water and food appropriate to the time span of the activity and make provision for toilet facilities if necessary.

Must have access to basic rescue gear and adults must have knowledge of proper towing of watercraft.

At least one spare PFD must be on board.

A First Aid kit, including a whistle, must be accessible.

A float plan must be created and a copy left with an on-shore contact (Troop parent, etc.). The float plan should include the following information:

- Names of all persons traveling with the group.
- Description of the watercraft being used.
- Where will the group put in?
- Where will the group pull out?
- Where will the group stop for breaks, food, etc.?
- Are there any areas where portaging will be necessary?
- Estimate travel time table, giving ample margins in case of fatigue, changing conditions, etc.
- When will the group begin, when will they head home?
- Current maps and information about the waterway that will be traveled. Planned route, along with alternate route should be clearly marked.
- Availability of restrooms/drinking water along the course.
- Weather forecast.
- List of any marine communications that could be used in case of emergency.
- Identity and contact information of the person or agency that should be contacted if the group's course or time table has changed.

Participants must have shown at least a Beginner competence in the swimming test (see Swimming Section above). If any participant is unable to complete the Beginner swim test, then he must ride in a boat with an adult who is a certified lifeguard or trained water rescuer.

Canoeing and kayaking require special skills and additional precautions. All participants must have a basic understanding of activity skills and terms prior to the trip. This should be verified prior to the trip.

Participants must practice putting on a life jacket, entering the water, righting themselves on the surface, floating and moving prior to boating activity.

All participants must know and understand the distress signal to be used in case of emergency.

Both visual and audible signals for calling in crafts must be determined prior to leaving shore.

If length or difficulty demands, breaks and stops must be planned into the trip.

TLUSA recommends adhering to the American Whitewater Affiliation (AWA) Safety Code: available at <http://www.americanwhitewater.org/content/Wiki/safety:start>.

If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Participants must complete any Outfitter-required waivers. TLUSA members must also have submitted a "[High Adventure/Restricted Activity Form](#)."

Indoor or artificial wall Rock Climbing, Rappelling, & Challenge Courses

Age	TLUSA youth of all ages may enjoy rock climbing and low ropes courses, though the age, ability and maturity of the youth should be considered when choosing a site and activity. Rappelling and high ropes courses are approved for Navigator level youth and older.
Site	<p>Climbing, rappelling, low and high rope courses are allowed at approved and certified outfitting companies or facilities.</p> <p>Structures must be constructed and maintained by experienced individuals- Homebuilt climbing walls are not authorized for any activity other than bouldering no higher than 4 feet above the ground. All climbing towers and high ropes elements must undergo a yearly safety inspection.</p> <p>Site must be clear of obvious hazards.</p> <p>Rules and guidelines must be clearly posted.</p>
Skills	No particular skills are required by Trailmen to participate in these activities.
Supervision	<p>At least one certified climbing/rappelling/ropes course instructor must be present at all times.</p> <p>At least one First Aid and CPR trained Adult/Leader must be present, with access to a first-aid kit.</p> <p>All TLUSA Youth/Leader ratios apply.</p>
Equipment	<p>All participants must have proper, industry-approved equipment that is in good condition.</p> <p>Participants must wear UIAA certified helmets and safety equipment at all times.</p> <p>Facility should have record of rope falls. A rope that has had over 3 hard falls, or is over 4 years old should NOT be used.</p> <p>Participants must wear clothing appropriate to the activity. Proper footwear must be worn.</p>
Activity Specifics	<p>Participants must complete any Outfitter-required waivers. TLUSA members must also have submitted a "High Adventure/Restricted Activity Form." Activity Form should indicate whether climbing will take place at an indoor facility or outdoor site.</p> <p>Participants must utilize proper commands (on-belay, belay on etc.) during activity.</p> <p>Participants are not permitted to belay one another, without proper training from certified instructors.</p> <p>TLUSA authorizes top-rope climbing ONLY. Lead and Trad Climbing are neither appropriate nor authorized Trail Life activities.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Outdoor Rock Climbing, Rappelling, and Mountaineering

Age	Outdoor rock climbing, rappelling, and mountaineering activities are approved for Adventurer level youth.
Site	All outdoor areas for rock climbing and rappelling must be surveyed in advance. Site must be clear of obvious hazards.
Skills	No particular skills are required by Trailmen to participate in these activities.
Supervision	<p>At least one certified climbing instructor must be present at all times. Certification can be from American Mountain Guiding Association (AMGA), American Alpine Institute, National Outdoor Leadership School, Outward Bound, regionally based Climbing organizations or schools, or by being a member of a Mountain Rescue Association (MRA) member association.</p> <p>At least one First Aid and CPR trained Adult/Leader must be present, with access to a first-aid kit.</p> <p>All TLUSA Youth/Leader ratios apply.</p>
Equipment	<p>All participants must have proper, industry-approved equipment that is in good condition.</p> <p>Participants must wear UIAA certified helmets and safety equipment at all times.</p> <p>All ropes used should have record of rope falls. A rope that has had over 3 hard falls, or is over 4 years old should NOT be used.</p> <p>Participants must wear clothing appropriate to the activity. Proper footwear must be worn.</p>
Activity Specifics	<p>Vertical ice and/or waterfall climbing is NOT an authorized activity.</p> <p>Participants must complete any Outfitter-required waivers. TLUSA members must also have submitted a "High Adventure/Restricted Activity Form."</p> <p>Participants must receive appropriate training prior to beginning the climbing or mountaineering activity. This must include use of ropes and safety equipment, proper fitting of harnesses, use of ice axes and crampons, self-arrest, belaying, and other skills as appropriate.</p> <p>Participants must utilize proper commands (on-belay, belay on etc.) during activity.</p> <p>Rappelling requires use of a rappelling device and a separate belaying rope.</p> <p>Participants are not permitted to belay one another, without proper training from certified instructors.</p> <p>TLUSA authorizes top-rope climbing ONLY. Lead Climbing is not appropriate TLUSA sponsored activities.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

SCUBA (Self Contained Underwater Breathing Apparatus)

Age	<p>TLUSA recognizes Scuba industry standards and guidelines and adopts those guidelines, policies and standards by relying upon outside agencies for training, certification, supervision and activities. Scuba is authorized for those ages deemed appropriate by the appropriate outside agencies. For youth under 15 years of age who are not already Scuba-certified, the additional supervision and site restrictions set forth below apply.</p>
Site	<p>Troops and Trailmen may participate in recreational group dives consistent with the on-site supervision of trained and certified adults (at least 21 years of age).</p> <p>Subject to additional restrictions by the supervising/operating agency, youth under the age of 12 are limited to depths of 40 feet and to one dive within a 24-hour period.</p> <p>Subject to additional restrictions by the supervising/operating agency, youth 12 years of age up to the age of 15 are limited to depths of 60 feet and to one dive within a 24-hour period.</p>
Skills	<p>Participants must have shown at least a Swimmer competence in the swimming test (see Swimming Section).</p>
Supervision	<p>All SCUBA activities must take place under the supervision of a PADI, NAUI, or similar qualified instructor.</p> <p>Each participating youth under 15 years of age must have an adult “buddy” (at least 21 years of age) who is Scuba-certified</p> <p>In addition to the divemaster and adult diving “buddies,” there must be at least one other experienced/certified Scuba diver at least 21 years old with experience in environments similar to those of the planned activity must be present at all times.</p> <p>At least one adult who is a certified Lifeguard, with First Aid and CPR training must be present, with access to a first-aid kit.</p> <p>All TLUSA Youth/Leader ratios apply and all adult buddies must have passed the swimming competency test and be classified as a swimmer within the past twelve months.</p> <p>In addition to the TLUSA Youth/Leader ratios, there must be ratio of at least one trained divemaster or instructor for every four youth divers under the age of 15.</p>
Equipment	<p>All participants must have proper, industry-approved equipment that is in good condition.</p> <p>All participants must wear individual flotation devices.</p> <p>Emergency communication devices (cell phones or ship-to-shore radios) should be available on each vessel (dive boat, float boat, etc.) and/or on the shore where open water snorkeling is taking place.</p> <p>Where diving is taking place in open water where coral is present, snorkelers must wear wetsuits to protect against abrasions or cuts.</p>
Activity Specifics	<p>Participants must have a High Adventure Medical Form that specifically indicates their medical fitness for Scuba activities and must also have submitted a “High Adventure/Restricted Activity Form.”</p> <p>Wreck diving is not an authorized activity.</p>

Snorkeling

Age	TLUSA youth of all ages may enjoy snorkeling, though the age, ability and maturity of the youth should be considered when choosing a site and activity.
Site	<p>All swimming ability groups may snorkel within confined and designated areas when following TLUSA's safety policies.</p> <p>Snorkeling conducted in open water requires dive boat supervision and may not be conducted in moving water, but only in a body of water. The area within which snorkeling is to take place should be clearly explained to all participants and adult leaders and should not exceed 50 square yards in area.</p> <p>Snorkeling should not occur in areas of boat, ship or jet-ski operations.</p> <p>Site must be clear of obvious hazards.</p> <p>Rules and guidelines must be clearly posted for all to see prior to entering the water.</p> <p>Snorkeling should not take place in adverse weather conditions; nor in locations where marine life poses a potential hazard without local, experienced and certified snorkeling/Scuba instructors or guides.</p>
Skills	Any participants engaged in snorkeling in open water must have been classified as a Swimmer under the TLUSA Swimming Competency Test in their patrol/program level or have completed the Aquatics Trail Badge, and must be in good physical condition with no injuries or ailments that inhibit their ability to be classified as a swimmer."
Supervision	<p>At least one experienced/certified snorkeler or Scuba diver over 21 years old with experience in environments similar to those of the planned activity must be present at all times.</p> <p>At least one adult who is a certified Lifeguard, with First Aid and CPR training must be present, with access to a first-aid kit.</p> <p>All TLUSA Youth/Leader ratios apply and all adults must have passed the swimming competency test and be classified as a swimmer within the past twelve months.</p>
Equipment	<p>All participants must have proper, industry-approved equipment that is in good condition.</p> <p>When snorkeling in open water, all participants must wear individual flotation devices (inflatable snorkeling vests or life jackets).</p> <p>Dive flags helping to identify the area within which snorkeling must be displayed when snorkeling in open water.</p> <p>Emergency communication devices (cell phones or ship-to-shore radios) should be available on each vessel (dive boat, float boat, etc.) and/or on the shore where open water snorkeling is taking place.</p> <p>Where snorkeling is taking place in open water where coral is present, snorkelers must wear wetsuits to protect against abrasions or cuts.</p>
Activity Specifics	Participants must complete any Outfitter-required waivers. TLUSA members must also have submitted a " High Adventure/Restricted Activity Form ," which should also indicate whether snorkeling will take place in a confined and designated area or in open water.

Shooting Sports

Age

Approved for Hawk level youth and older, based upon the specific type of firearm used. TLUSA believes in its members learning and following the safe, responsible and appropriate handling, care and use of firearms (including air rifles, BB guns, rifles and shotguns) and relies upon outside organizations agencies (including, but not limited to the National Rifle Association (“NRA”), US Shooting Sports, and other state and industry certified trainers) for training, certification, supervision and activities. The following age parameters are in effect for TLUSA members, subject to more limited standards and best practices by those outside organizations and agencies with expertise in this area:

	Hawks	ML	Nav	Adv
BB guns	x	x	x	x
Air Rifles		x	x	x
.22 Rimfire Rifles			x	x
Centerfire Rifles and Shotguns				x
Black Powder Rifles				x
Pistols				x

Site

BB gun and Air Rifle shooting should be operated on a secure range with appropriate backstops and targets. The range must be roped off to prevent unauthorized access to the target area.

All rimfire, centerfire, or black powder shooting sports should be operated on a secure, certified public or private commercial range or club, or at a certified camp and must include a safe area, safe distance and safe backstop.

Arrangements must be made for the safety of non-participants and the personal protection of the shooter.

Skills

No particular skills are required by Trailmen to participate in these activities.

Supervision

Knowledgeable, trained and skilled supervision must always be present. A certified instructor 21 years of age or older must be present at all training and shooting. Additionally a certified Rangemaster who is a separate individual must be present and controlling the range.

Except where more stringent ratios are imposed by the certified instructor(s) and/or range officer(s), TLUSA youth/adult ratios apply.

A CPR and First-Aid certified adult must be present.

A gun safety training and orientation session will precede any firing. During which time firearms and ammunition will under the control and in the possession of trained adults.

Equipment	<p>A certified range with range safety flag(s).</p> <p>Appropriate eye and hearing protection for all participants, instructors, and other staff.</p> <p>All firearms and ammunition should be secured in a locked and secure location when not in active use.</p> <p>First-aid kit must be readily accessible.</p> <p>Emergency communication device must be readily available with a list of emergency phone numbers.</p> <p>Except for shotgun clay shooting, all targets must be stationary.</p>
Activity Specifics	<p>Rules and procedures must be clear, understood by all participants and posted.</p> <p>A system of signaling participants for starting and emergency stopping must be in place.</p> <p>Youths waiting to shoot must stand at least four feet behind shooters.</p> <p>If an injury occurs, determine the level of physical impairment and immediately secure appropriate medical attention consistent with TLUSA guidelines.</p>

Archery

Age	Approved for Hawk level youth and older
Site	<p>The shooting area must have clear boundaries and appropriate backstops and targets. The sides and back of the target area must be roped off to prevent unauthorized entry during shooting</p> <p>The shooting area and spectator area must be clearly marked.</p> <p>The shooting must be well-lit. Archery is not permitted after dark, without adequate lighting.</p>
Skills	Trailmen do not need any previous experience or specific skills to participate in archery.
Supervision	<p>Knowledgeable, skilled supervision must be present. A certified archery instructor with credentials from USA Archery/National Field Archery Association (NFAA) must be present.</p> <p>A separate Archery Rangemaster who is a different individual from the instructor must also be on the range.</p> <p>TLUSA ratios apply, and a CPR and First-Aid certified adult must be present.</p>
Equipment	<p>Youths must have finger and arm protection, as well as bows and arrows appropriate to youth's size, strength and ability.</p> <p>All equipment should be in good condition, free of wear and/or damage.</p>
Activity Specifics	<p>Rules and procedures must be clear, understood by all participants and posted.</p> <p>A system of signaling participants for starting, retrieving and emergency stopping must be in place.</p> <p>Youths waiting to shoot must stand at least four feet behind shooters.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Bicycling

Age	Approved for Hawk level youth and older
Site	<p>Younger Trailmen bicycling should be limited to parking lots and bicycle trails. Navigator and Adventurer age Trailmen may ride on roads, but should avoid routes that include high traffic or high speed areas. Bicycle paths are the preferred route.</p> <p>Plan your route, know where you are going, and when you expect to arrive and return.</p> <p>Ensure that your trip will both begin and end in daylight.</p> <p>Know where emergency services are located along your route.</p> <p>Always be aware of your surroundings and the presence of other cyclists, pedestrians, motor vehicles and other possible hazards (rocks, glass, holes, etc.).</p> <p>Make sure all participants are familiar with and aware of the designated route. Participants should each have a map of the bike route, when applicable.</p> <p>When approaching an intersection, slow down and stop if necessary, look left, right, back and ahead. Always stop at a railroad crossing, look both ways and proceed cautiously across the crossing, walking bicycle across railroad crossing if necessary.</p>
Skills	Trailmen do not need any previous experience or specific skills to participate in Bicycling.
Supervision	<p>Qualified supervision with knowledge of skills and equipment used in biking must be present and all TLUSA ratios apply. A CPR and First-Aid Certified adult must be present.</p> <p>There must be an adult at the front and back of the group.</p> <p>At least one adult in the group must carry a cell phone in case of emergency.</p> <p>When going on a trip use the buddy system.</p>
Equipment	<p>Use proper fitting helmets at all times.</p> <p>Check equipment such as tires, brakes, chain, and gears. Adjust reflective mirrors.</p> <p>Clean and adjust bicycle. Apply reflective material to bicycle if not present. Ensure that bike is the proper size for the rider.</p> <p>Make sure equipment is brought on trips for minor repairs and adjustments including: first aid kit, small tool kit, tire repair kit, lubricant, air pump that fits on bike, locks to secure bicycle, helmets, ID tags, emergency cash, and weather appropriate gear.</p> <p>When traveling long distances carry fluids and energy snacks. Periodically stop and rest before resuming journey. Each youth must have access to his own water.</p>
Activity Specifics	<p>Because biking is a strenuous activity, physical fitness of participants and weather conditions must be taken into consideration. When riding your bicycle follow the rules and safety laws of the local law enforcement agencies.</p> <p>Travel with the flow of traffic keeping in the far right lane of traffic.</p> <p>Use proper hand signals so other cyclists and motorists know your intent.</p> <p>Never try stunts or race on a bicycle.</p> <p>Only race on marked courses and designated areas.</p> <p>Participants must know, understand, and follow the rules and procedures for safe biking and conscientiously and carefully follow the directions of the adult supervisor.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Flat water (slow river) Tubing

Approved for all Trail Life youth in accordance with the below matrix:

Age	Woodland Trails	Nav	Adv
	Commercial River Tubing Tours	x	x
	Lazy river tubing	x	x

Site

Review and research the tubing location. Do not engage in this activity if there has been recent flooding, as there is likely to be debris and other unsafe conditions. Have a safe and easily accessible ingress and egress location. It should be easily accessible both from the river and to the river. Check the general condition of the water area. Debris, garbage, excessive current or animal life in the water may make the location unsuitable.

Check the weather forecast before leaving.

Water conditions must be checked prior to trip to ensure that participants' skill level can handle currents, rapids, water level, etc.

All participants must know and understand the planned route.

If the river conditions in any way approach those of "fast moving", the whitewater rules of the TLUSA Health and Safety Guide must be followed.

Skills

Participants must have shown at least a Swimmer competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then he must be accompanied by a parent or adult Swimmer willing to assume the responsibility for the oversight and safety of that specific non-swimmer.

Supervision

At least one adult Swimmer per non-swimmer plus an additional supervising adult knowledgeable in water rescue techniques with CPR and First-Aid certifications. If using a commercial company or outfitter guide, he/she may be counted into the ratio.

Adult/youth ratio must be appropriate to number of tubes in group, youth' skill and experience, and water/weather condition.

Supervising adults must stay with the youth when tubing or participating in other open water activities. Youth must not be allowed to travel on water unsupervised. Set up a system of tracking the youth prior to leaving the dock. A suggestion would be to have one adult in the lead tube and one adult in the rear tube.

Participants should stay abreast of weather conditions and cease activity if weather becomes inclement.

All participants should return to shore immediately in the event of lightning.

Tubes should not be tied together.

Flat water (slow river) Tubing

continued next page

Equipment

Children should be accompanied by an adult at all times for tubing on the river. Adults should stay close to their children at all times and children should be watched constantly. Life jackets (PFD's) are required for all participants. Make sure you identify in advance the swimming ability of each participant and "buddy" up those with less ability in proximity with those of greater ability. If you have someone who is an experienced kayaker, it is advisable that they accompany the tubers in the event someone needs assistance. Remember - there are No Life Guards on duty, use caution, think safety first! "Age Limits" can and do change when river levels and conditions change, please check the most up to date river and weather conditions.

All participants must wear Personal Flotation Devices (PFDs), commonly known as life jackets. There are to be no exceptions to this policy. Even experienced swimmers should wear a life jacket when participating in boating or other open water activities. A life jacket will keep you afloat, but it will not prevent you from drowning.

Secure river footwear should be worn: such as tennis shoes, aqua-shoes, water shoes or other footwear that can be tied or strapped to your feet and will not slip off are needed to protect your feet against cuts, scrapes and bruises while walking to and from entry/exit points. Shoes also protect bare feet from The rocky and slippery river bottom or broken glass. **WARNING: Do NOT wear Flip-Flops** because they are not securely attached to your feet... they will easily slide off your feet and you will lose them in the river... then you will be barefoot and risk serious injury by stepping on something sharp.

Wear appropriate clothing, including hats, visors, clothing that will not tangle and/or restrict the ability to swim. Do not wear long pants, long sleeve shirts, or loose or heavy clothing of any type. Make sure your arms and legs have free movement at all times - both while you are tubing and when in the water.

Beware of over exposure to the sun.

Layers or wetsuits must be worn when cold weather dictates.

Take along water and food appropriate to the time span of the activity and make provision for toilet facilities if necessary.

A First Aid kit, including a whistle, must be accessible.

No glass containers should be brought on the river, any glass containers should remain on shore.

Activity Specifics

A float plan must be created and a copy left with an on-shore contact (Troop parent, etc.). The float plan should include the following information:

- Names of all persons traveling with the group.
- Where will the group put in?
- Where will the group pull out?
- Where will the group stop for breaks, food, etc.?
- Are there any areas where portaging will be necessary?
- Estimate travel time table, giving ample margins in case of fatigue, changing conditions, etc.
- When will the group begin, when will they head home?
- Current information about the waterway that will be traveled. Planned route, along with alternate route should be clearly marked.
- Availability of restrooms/drinking water along the course.
- Weather forecast.
- List of cell phone numbers that could be called in case of emergency.
- Identity and contact information of the person or agency that should be contacted if the group's course or time table has changed.

Participants must have shown at least a Swimmer competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then he must be accompanied by a parent or adult Swimmer willing to assume the responsibility for the oversight and safety of that specific non-swimmer.

All participants must know and understand the distress signal to be used in case of emergency.

Both visual and audible signals for calling in participants must be determined prior to leaving shore.

If length or difficulty demands, breaks and stops must be planned into the trip.

If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Participants must complete any Outfitter-required waivers. A "Troop/Trip Activity Form" is required to have been approved by the Charter Organization.

Row Boating

Age	Approved for Hawk level youth and older															
Site	<p>Check the general condition of the water area. Debris, garbage, excessive current or animal life in the water may make the location unsuitable.</p> <p>Check the weather forecast before leaving.</p> <p>Water conditions must be checked prior to trip to ensure that participant's skill level can handle currents, rapids, water level, etc.</p> <p>All participants must know and understand the planned route.</p>															
Skills	Participants must have shown at least a Beginner competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then he must ride in a boat with an adult who is a certified lifeguard or an adult trained in water rescue techniques.															
Supervision	<p>All TLUSA Youth/Leader ratios apply. At least two qualified adults with appropriate skills must be present either one adult who is a certified lifeguard and an additional supervising adult or two adults trained in water rescue techniques with CPR and First-Aid certifications.</p> <p>in handling of the craft in question. (An outfitter guide, who is certified, would qualify as a qualified adult.) Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition.</p> <p>Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.</p> <p>All boats and participants must return to shore immediately in the event of lightning.</p> <p>When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th># of Boaters</th> <th>Either # of Lifeguards</th> <th>Or # of Trained Adult Responders</th> </tr> </thead> <tbody> <tr> <td>1-10</td> <td>1+ supervising adult</td> <td>2+</td> </tr> <tr> <td>11-25</td> <td>1+ supervising adult</td> <td>3+</td> </tr> <tr> <td>26-35</td> <td>2+ supervising adult</td> <td>4+</td> </tr> <tr> <td>36-50</td> <td>2+ supervising adult</td> <td>5+</td> </tr> </tbody> </table> <p>Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition. If according the TLUSA Youth/Leader ratios, age of youth dictates greater number of adults, adhere to the larger number.</p> <p>Supervising adults must stay with the youth when boating, canoeing, sailing or participating in other open water activities. Youth must not be allowed to travel on water unsupervised. Set up a system of tracking the youth prior to leaving the dock. A suggestion would be to have one adult in the lead boat or canoe and one adult in the rear boat or canoe.</p> <p>Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.</p> <p>All boats and participants must return to shore immediately in the event of lightning.</p> <p>When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.</p>	# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders	1-10	1+ supervising adult	2+	11-25	1+ supervising adult	3+	26-35	2+ supervising adult	4+	36-50	2+ supervising adult	5+
# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders														
1-10	1+ supervising adult	2+														
11-25	1+ supervising adult	3+														
26-35	2+ supervising adult	4+														
36-50	2+ supervising adult	5+														

Equipment

All participants in open water activities, such as rowing, canoeing, sailing, waterskiing, sail boarding, rafting, kayaking and tubing, must wear U.S. Coast Guard Approved inherently buoyant Personal Flotation Devices (PFDs), also known as life jackets (Inflatable PFDs, even those with auto inflation, are NOT appropriate for Youth). There are no exceptions to this policy. Even experienced swimmers should wear a life jacket when participating in boating or other open water activities. There are various types of PFDs.

Every participant must wear a PFD that is designed for her size and weight to insure a proper fit and maximum protection. ⁴ Each individual should put the PFD on before entering the boat, and the adult supervisors should verify that each individual has properly secured the device. It won't be of much value if it comes off in the water. Every boat over 15 feet long, power boats and all boats used in whitewater and other vessels used in fast moving water must have at least one spare PFD and a throwable flotation device (i.e., life preserver) with a rope attached to be used in the event a person falls out of the boat.

Some states have laws regarding water safety and the use of PFD's. Federal, state or local parks may have rules regarding open water activities. Check to be sure that you are in compliance with all such regulations and policies in addition to using common sense.

Inspect the boat, the engine and all safety equipment prior to leaving the shore. Be sure that someone on shore knows your plans and the time you expect to return. Do not exceed the passenger capacity of the boat you are using. Avoid overcrowding.

Appropriate clothing must be worn, including nonskid water shoes. Beware of over exposure to the sun.

Take along water and food appropriate to the time span of the activity and make provision for toilet facilities if necessary.

Must have access to basic rescue gear and adults must have knowledge of proper towing of watercraft.

A First Aid kit, including a whistle, must be accessible.

Activity Specifics

A float plan must be created and a copy left with an on-shore contact (Troop Registered Adult, etc.). The float plan should include the following information:

Names of all persons traveling with the group.

Description of the watercraft being used.

Where will the group put in?

Where will the group pull out?

Where will the group stop for breaks, food, etc.?

Are there any areas where portaging will be necessary?

Estimate travel time table, giving ample margins in case of fatigue, changing conditions, etc.

When will the group begin, when will they head home?

Current maps and information about the waterway that will be traveled. Planned route, along with alternate route should be clearly marked.

Availability of restrooms/drinking water along the course.

Weather forecast.

List of any marine communications that could be used in case of emergency.

Person or agency that should be contacted if the group's course or time table has changed.

All participants must have a basic understanding of activity skills and terms prior to the trip.

Participants must practice putting on a life jacket, entering the water, righting themselves on the surface, floating and moving prior to boating activity.

All participants must know and understand the distress signal to be used in case of emergency.

Both visual and audible signals for calling in crafts must be determined prior to leaving shore.

If length or difficulty demands, breaks and stops must be planned into the trip.

If an injury occurs, determine the level of physical impairment and secure

⁴ http://www.uscgboating.org/safety/life_jacket_wear_wearing_your_life_jacket.aspx
<http://www.boatsafe.com/nauticalknowhow/pfdbasics.htm>

Canoe and Sailboat

Age	<p>Approved for Navigator level youth and older</p> <p>Approved for Hawk and ML when accompanied by an adult in the same watercraft</p>															
Site	<p>Check the general condition of the water area. Debris, garbage, excessive current or animal life in the water may make the location unsuitable.</p> <p>Check the weather forecast before leaving.</p> <p>Water conditions must be checked prior to trip to ensure that participant's skill level can handle currents, rapids, water level, etc.</p> <p>All participants must know and understand the planned route.</p>															
Skills	<p>Participants must have shown at least a Beginner competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then she must ride in a boat with an adult who is a certified lifeguard or an adult trained in water rescue techniques.</p>															
Supervision	<p>All TLUSA Youth/Leader ratios apply. At least two qualified adults with appropriate skills must be present either one adult who is a certified lifeguard and an additional supervising adult or two adults trained in water rescue techniques with CPR and First-Aid certifications. For Kayaking and sailing the Adults should be certified in kayaking or sailing or have demonstrated experience in handling of the craft in question. (An outfitter guide, who is certified, would qualify as a qualified adult.)</p> <p>in handling of the craft in question. (An outfitter guide, who is certified, would qualify as a qualified adult.) Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition.</p> <p>Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.</p> <p>All boats and participants must return to shore immediately in the event of lightning.</p> <p>When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.</p> <table border="1" style="margin: 10px auto;"> <thead> <tr> <th># of Boaters</th> <th>Either # of Lifeguards</th> <th>Or # of Trained Adult Responders</th> </tr> </thead> <tbody> <tr> <td>1-10</td> <td>1+ supervising adult</td> <td>2+</td> </tr> <tr> <td>11-25</td> <td>1+ supervising adult</td> <td>3+</td> </tr> <tr> <td>26-35</td> <td>2+ supervising adult</td> <td>4+</td> </tr> <tr> <td>36-50</td> <td>2+ supervising adult</td> <td>5+</td> </tr> </tbody> </table> <p>Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition. If according the TLUSA Youth/Leader ratios, age of youth dictates greater number of adults, adhere to the larger number.</p> <p>Supervising adults must stay with the youth when boating, sailing or participating in other open water activities. Youth must not be allowed to travel on water unsupervised. Set up a system of tracking the youth prior to leaving the dock. A suggestion would be to have one adult in the lead boat or canoe and one adult in the rear boat or canoe.</p> <p>Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.</p> <p>All boats and participants must return to shore immediately in the event of lightning.</p> <p>When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.</p>	# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders	1-10	1+ supervising adult	2+	11-25	1+ supervising adult	3+	26-35	2+ supervising adult	4+	36-50	2+ supervising adult	5+
# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders														
1-10	1+ supervising adult	2+														
11-25	1+ supervising adult	3+														
26-35	2+ supervising adult	4+														
36-50	2+ supervising adult	5+														

Equipment

All participants in open water activities, such as rowing, canoeing, sailing, waterskiing, sail boarding, rafting, kayaking and tubing, must wear U.S. Coast Guard Approved inherently buoyant Personal Flotation Devices (PFDs), also known as life jackets (Inflatable PFDs, even those with auto inflation, are NOT appropriate for Youth). There are no exceptions to this policy. Even experienced swimmers should wear a life jacket when participating in boating or other open water activities. There are various types of PFDs.

Every participant must wear a PFD that is designed for her size and weight to insure a proper fit and maximum protection. ⁵ Each individual should put the PFD on before entering the boat, and the adult supervisors should verify that each individual has properly secured the device. It won't be of much value if it comes off in the water. Every boat over 15 feet long, power boats and all boats used in whitewater and other vessels used in fast moving water must have at least one spare PFD and a throwable flotation device (i.e., life preserver) with a rope attached to be used in the event a person falls out of the boat.

Some states have laws regarding water safety and the use of PFD's. Federal, state or local parks may have rules regarding open water activities. Check to be sure that you are in compliance with all such regulations and policies in addition to using common sense.

Inspect the boat, the engine and all safety equipment prior to leaving the shore. Be sure that someone on shore knows your plans and the time you expect to return. Do not exceed the passenger capacity of the boat you are using. Avoid overcrowding.

Appropriate clothing must be worn, including nonskid water shoes. Beware of over exposure to the sun.

Take along water and food appropriate to the time span of the activity and make provision for toilet facilities if necessary.

Must have access to basic rescue gear and adults must have knowledge of proper towing of watercraft.

A First Aid kit, including a whistle, must be accessible.

Activity Specifics

A float plan must be created and a copy left with an on-shore contact (Troop Registered Adult, etc.). The float plan should include the following information:

Names of all persons traveling with the group.

Description of the watercraft being used.

Where will the group put in?

Where will the group pull out?

Where will the group stop for breaks, food, etc.?

Are there any areas where portaging will be necessary?

Estimate travel time table, giving ample margins in case of fatigue, changing conditions, etc.

When will the group begin, when will they head home?

Current maps and information about the waterway that will be traveled. Planned route, along with alternate route should be clearly marked.

Availability of restrooms/drinking water along the course.

Weather forecast.

List of any marine communications that could be used in case of emergency.

Person or agency that should be contacted if the group's course or time table has changed.

All participants must have a basic understanding of activity skills and terms prior to the trip.

Participants must practice putting on a life jacket, entering the water, righting themselves on the surface, floating and moving prior to boating activity.

All participants must know and understand the distress signal to be used in case of emergency.

Both visual and audible signals for calling in crafts must be determined prior to leaving shore.

If length or difficulty demands, breaks and stops must be planned into the trip.

If an injury occurs, determine the level of physical impairment and secure

⁵ http://www.uscgboating.org/safety/life_jacket_wear_wearing_your_life_jacket.aspx
<http://www.boatsafe.com/nauticalknowhow/pfdbasics.htm>

Kayak

Age

Approved for Navigator level youth and older

Site

Check the general condition of the water area. Debris, garbage, excessive current or animal life in the water may make the location unsuitable.

Check the weather forecast before leaving.

Water conditions must be checked prior to trip to ensure that participant's skill level can handle currents, rapids, water level, etc.

All participants must know and understand the planned route.

Skills

Participants must have shown at least a Beginner competence in the swimming test (see Swimming Section). If any participant is unable to complete the Beginner swim test, then she must ride in a boat with an adult who is a certified lifeguard or an adult trained in water rescue techniques.

Supervision

All TLUSA Youth/Leader ratios apply. At least two qualified adults with appropriate skills must be present either one adult who is a certified lifeguard and an additional supervising adult or two adults trained in water rescue techniques with CPR and First-Aid certifications. For Kayaking and sailing the Adults should be certified in kayaking or sailing or have demonstrated experience in handling of the craft in question. (An outfitter guide, who is certified, would qualify as a qualified adult.)

in handling of the craft in question. (An outfitter guide, who is certified, would qualify as a qualified adult.) Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition.

Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.

All boats and participants must return to shore immediately in the event of lightning.

When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.

# of Boaters	Either # of Lifeguards	Or # of Trained Adult Responders
1-10	1+ supervising adult	2+
11-25	1+ supervising adult	3+
26-35	2+ supervising adult	4+
36-50	2+ supervising adult	5+

Adult/youth ratio must be appropriate to boat's size and capacity, number of boats in group, youth' skill and experience, and water/weather condition. If according the TLUSA Youth/Leader ratios, age of youth dictates greater number of adults, adhere to the larger number.

Supervising adults must stay with the youth when boating, canoeing, sailing or participating in other open water activities. Youth must not be allowed to travel on water unsupervised. Set up a system of tracking the youth prior to leaving the dock. A suggestion would be to have one adult in the lead boat or canoe and one adult in the rear boat or canoe.

Instructors must stay abreast of weather conditions and cease activity if weather becomes inclement.

All boats and participants must return to shore immediately in the event of lightning.

When possible, an Adult Leader should run the planned course prior to the trip to ensure that difficulty matches youth ability and the absence of any serious hazards.

Equipment	<p>All participants in open water activities, such as rowing, canoeing, sailing, waterskiing, sail boarding, rafting, kayaking and tubing, must wear U.S. Coast Guard Approved inherently buoyant Personal Flotation Devices (PFDs), also known as life jackets (Inflatable PFDs, even those with auto inflation, are NOT appropriate for Youth). There are no exceptions to this policy. Even experienced swimmers should wear a life jacket when participating in boating or other open water activities. There are various types of PFDs.</p> <p>Every participant must wear a PFD that is designed for her size and weight to insure a proper fit and maximum protection. ⁶ Each individual should put the PFD on before entering the boat, and the adult supervisors should verify that each individual has properly secured the device. It won't be of much value if it comes off in the water. Every boat over 15 feet long, power boats and all boats used in whitewater and other vessels used in fast moving water must have at least one spare PFD and a throwable flotation device (i.e., life preserver) with a rope attached to be used in the event a person falls out of the boat.</p> <p>Some states have laws regarding water safety and the use of PFD's. Federal, state or local parks may have rules regarding open water activities. Check to be sure that you are in compliance with all such regulations and policies in addition to using common sense.</p> <p>Inspect the boat, the engine and all safety equipment prior to leaving the shore. Be sure that someone on shore knows your plans and the time you expect to return. Do not exceed the passenger capacity of the boat you are using. Avoid overcrowding.</p> <p>Appropriate clothing must be worn, including nonskid water shoes. Beware of over exposure to the sun.</p> <p>Take along water and food appropriate to the time span of the activity and make provision for toilet facilities if necessary.</p> <p>Must have access to basic rescue gear and adults must have knowledge of proper towing of watercraft.</p> <p>A First Aid kit, including a whistle, must be accessible.</p>
Activity Specifics	<p>A float plan must be created and a copy left with an on-shore contact (Troop Registered Adult, etc.). The float plan should include the following information:</p> <ul style="list-style-type: none"> Names of all persons traveling with the group. Description of the watercraft being used. Where will the group put in? Where will the group pull out? Where will the group stop for breaks, food, etc.? Are there any areas where portaging will be necessary? Estimate travel time table, giving ample margins in case of fatigue, changing conditions, etc. When will the group begin, when will they head home? Current maps and information about the waterway that will be traveled. Planned route, along with alternate route should be clearly marked. Availability of restrooms/drinking water along the course. Weather forecast. List of any marine communications that could be used in case of emergency. Person or agency that should be contacted if the group's course or time table has changed. All participants must have a basic understanding of activity skills and terms prior to the trip. Participants must practice putting on a life jacket, entering the water, righting themselves on the surface, floating and moving prior to boating activity. All participants must know and understand the distress signal to be used in case of emergency. Both visual and audible signals for calling in crafts must be determined prior to leaving shore. If length or difficulty demands, breaks and stops must be planned into the trip. If an injury occurs, determine the level of physical impairment and secure

⁶ http://www.uscgboating.org/safety/life_jacket_wear_wearing_your_life_jacket.aspx
<http://www.boatsafe.com/nauticalknowhow/pfdbasics.htm>

Powerboat activities, including waterskiing, wakeboarding or kneeboarding

Age	Approved for Navigator level youth and older
Site	<p>Towed activities are best conducted in an open body of water. The area within which activities are to take place should be clearly explained to all participants and adult leaders.</p> <p>Activities should not occur in areas of other boat, ship or jet-ski operations.</p> <p>It is prohibited to have multiple boats engaged towing participants in operation at the same time.</p> <p>No pier or land takeoffs or landings should occur. All towing should originate and end in water of a depth appropriate for the participating youth.</p> <p>Site must be clear of obvious hazards and should not occur where water levels are abnormally high, due to flooding or abnormally low, due to drought.</p> <p>Rules and guidelines must be clearly posted for all to see prior to commencing the activity.</p> <p>Activities should not take place in adverse weather conditions; nor in locations where marine life poses a potential hazard.</p>
Skills	Participants must have shown at least a Swimmer competence in the swimming test (see Swimming Section) within their program level or have completed the Aquatics Trail Badge past 12 months, and must be in good physical condition with no injuries or ailments that inhibit their ability to be classified as a swimmer
Supervision	<p>Supervision must include both a skilled and certified boat driver currently trained in TLUSA policies and a separate observer with binoculars and a whistle. Certification can be obtained from U.S. Power Squadron, U.S. Coast Guard Auxiliary or similar courses.</p> <p>At least one adult who is a certified Lifeguard or two adults trained in water rescue, with First Aid and CPR training must be present, with access to a first-aid kit.</p>
Equipment	<p>All participants must wear a life jacket with an impact rating consistent with the activity.</p> <p>Tow boats must meet all registration and legal requirements and have liability insurance of at least \$500,000.</p> <p>Tow boats may tow only one water-skier, wakeboarder, or kneeboarder. Towing of inner tubes by motorboats or jet skis is not permitted, as there is no ability of the individual being towed to control the direction of the tube.</p> <p>Only floats specifically designated for towing that provide secure handholds for the rider should be used.</p> <p>Emergency communication devices (cell phones or ship-to-shore radios) should be available on the boat and/or on the shore where the open water sport is taking place.</p>
Activity Specifics	Participants must complete any Outfitter-required waivers. TLUSA members must also have submitted a High Adventure/Restricted Notification Form .

Camping

Requirement

All camping trips require submission of the [Troop Trip/ Activity](#) Form to their Charter Organization. Trips in excess of 400 miles from the meeting location require advance notice to the Trail Life USA Home Office.

Age

Troop camping is approved for Hawks (2-3 grade) level and older. Fox (K-1) level may participate in multi-Troop day camps or visit camporees. Troop overnight camping in tents by Fox levels is not recommended. Parent participation in an overnight should be seriously considered with younger youth.

Foxes may camp overnight provided that the following requirements are met:

- 1) The Charter Organization Representative, the Troop Leader responsible and attending the event, and the parents/guardians of the Fox Trailmen must review and sign the posted document: [Considerations for Fox Trailmen and Overnight Activities](#). There is no need to submit it to the Home Office, but it should be filed with the event records;
- 2) A parent or Legal Guardian must supervise/remain with the Fox at the campout. Only that Fox Trailman's parents (or grandparents with recorded parental permission) may sleep in or enter a tent with their Fox;
- 3) Understanding there will be adults who may not normally be involved in Troop activities and, therefore, not Registered Adults, we require the use of Official Lanyards and Member ID cards for the activity. This familiar identifier serves both the boys and other adults in recognizing who has been background-checked, CSYPT trained, and approved by the Charter Organization and who qualifies for two-deep leadership;
- 4) The attending parent or Legal Guardian must have read and agree to follow TLUSA's Child Safety and Youth Protection ("CSYPT") policies and the direction of Troop Leaders regarding health and safety matters; and
- 5) Youth attending must be registered members or invitees who are eligible to join.

	Foxes	Hawks	ML	Nav	Adv
Day Camping	X	X	X	X	X
Single Overnight		X	X	X	X
Multi-day overnight		X	X	X	X
Backcountry overnight camping		X	X	X	X
Multi-day backcountry overnight camping				X	X

Camping

continued next page

Site	<p>Each camp site needs to be convenient, accessible, and properly equipped to meet safety requirements and activities of the Troop.</p> <p>Perform a pre-camp inspection to assure safety standards are met. Identifying possible hazards (reporting if necessary), locate nearest phone, routes in and out of area, closest EMS/fire department; establish what supplies and paper work are necessary.</p> <p>Troops need to practice TreadLightly!TM 7 principles. Upon leaving area, check for cleanliness and condition of site. Maintaining a clean site will help to preserve the environment and the Trail Life USA name.</p> <p>Security is crucial when in a camping setting. Please see the “Security” section of this Health & Safety Guide.</p> <p>Rules and regulations of the campgrounds and local ordinances must be obeyed at all times.</p> <p>No food may be stored in tents or tent area. In areas where bears are present, all scented materials (food, chapstick, deodorant, etc.) must be kept in a bear box or other “bear proof” receptacle.</p> <p>Adults and youth must apply minimum-impact principles to all camp activities.</p> <p>There must be at least one toileting and hand washing area for every 20 campers.</p> <p>When primitive camping, cat holes/latrines must be at least 200 ft. from nearest water source, campsite and trail.</p> <p>All garbage must be disposed of in an appropriate manner, according to local regulations and minimum-impact guidelines.</p> <p>Perform a post-camp inspection to make sure campsite is clean and secure.</p>
Skills	<p>No particular skills are required for Trailmen to participate in camping activities.</p>

⁷ www.treadlightly.org

Supervision

Rules established by TLUSA must be followed at all times as to age and ratio guidelines.

All TLUSA Rules and Child Safety and Youth Protection policies must be adhered to at all times.

Make sure one or more Adult Leaders per unit are First-Aid and CPR certified and that the Troop is properly equipped with a camping first-aid kit.

Early release policies, procedures, and guidelines must be followed.

- Appoint someone to coordinate policy.
- Make sure all leaders are knowledgeable of policies.
- Should youth members need to leave early, arrangements should be made in advance and in writing with Adult Leader.
- When requested by an adult who appears in person, the Adult Leader must verify adult is parent or legal guardian by checking photo ID before releasing youth member.
- A check-out roster must be signed by Adult Leader and parent/guardian, when youth member is released. This roster should also indicate the time and date of release. A youth member may never be released to another youth without written verification from parent/guardian.
- In case of removal from camp in the event of illness or injury, the Adult Leader must notify parent/guardian or designated party, and indicate injury/illness, as well as what steps have been taken to aid youth member.

Awareness of the whereabouts of all Troop members is important and frequent checks are required.

Equipment

Ensure medical releases, health, medication and insurance forms are current, properly completed and signed by guardian/parent(s)

Use and handling of all fireworks is prohibited at the camp or on the premises.

Drugs, alcohol and tobacco are not permitted at encampments or activities operated by TLUSA.

Personal firearms are not to be present during TLUSA activities without prior written authorization by both the Charter Organization and TLUSA Home Office. Persons using or possessing firearms must comply with all local, state and federal laws during all TLUSA activities.

Fire safety regulations must be adhered to at all times. Always have fire extinguisher available and buckets of water close by as a precaution.

Fuels used for cooking, such as propane tanks and canisters, must be properly stored in restricted areas.

Appropriate footwear must be worn while camping. Flip flops and bare feet are not appropriate.

Personal sheath knives are not recommended except in high adventure wilderness or backcountry adventures. They are heavy and awkward to carry, and unnecessary for most activities. Use of sheath knives by Woodland's Trailmen is highly discouraged.

Meal menus should include healthy food choices, appropriate to the group, activity and conditions.

Food prep and meal clean-up must maintain proper level of sanitation, plan equipment choices accordingly.

Regional/Area Camp: A Regional or Area Camp is a multi-Troop camping experience that includes three or more days and/or two nights and where **either** 5 or more TLUSA Troops **or** 75 Trailmen will be participating. It could be a “one-time” camping experience or a series of experiences (i.e. 3-4 daytime-only camps or 3-or more day/2-night camps).

- The “hosting” Troop, Region or Area must download and complete the [Regional/Area Camp Activity Form](#) and submit along with the supporting materials to the TLUSA Home Office for approval at least 2 months prior to the activity and before camp registrations are mailed to invited Troops.
- Troops attending a Regional Camp must submit the [High Adventure/Restricted Activity Form](#) referencing that it is a Regional/Area Camp or Activity to your Charter Organization for approval and to the TLUSA Home Office for notification purposes. Youth attending camp must be currently registered members to attend. (For “summer” camps, currently registered youth memberships must be valid through at least Sept. 1st or later of the current year.)
- Troops attending a Regional/Area Camp or Activity must comply with all TLUSA Health and Safety guidelines that apply to camping and other activities planned.

Troop Camping: All camping trips require the [Troop Trip/Activity Form](#) be completed and submitted to your Charter Organization (with any supporting materials requested) for approval at least 4 weeks in advance.

Joint TLUSA and AHG Camping: While there is the possibility for **occasional** joint events (including camping) to be held, the TLUSA and AHG Programs ARE distinct and designed to be focused on Girls (AHG) and Boys (TLUSA). This is one of the strengths of the respective Programs. AHG and TLUSA would expect that the focus of involvement in AHG and/or TLUSA would be activities and events that promote and utilize the respective program emphases and missions.

Any joint TLUSA/AHG camping events require the [Troop Trip/Activity Form](#) be completed and submitted with supporting materials to your Charter Organization for approval at least 3 weeks in advance.

- TLUSA’s group insurance covers registered youth & adults and authorized participants only.
- During any such joint events, separate sleeping quarters and bathroom and shower facilities are required. Adults may not share the same sleeping quarters with youth, unless they are part of the same family.
- The TLUSA Health and Safety Guide and all TLUSA Child Safety Youth Protection policies are to be followed at all times. AHG participants are to be made familiar with and agree to abide by TLUSA’s policies.
- “Family camping” is not a recognized or authorized Trail Life USA activity because of the unique health and safety, child protection, and program issues and challenges which it creates. Any such events are the personal responsibility of those planning, organizing, or leading such events. Although the TLUSA Child Safety Youth Protection policies are a potential resource, however, it should be understood that those policies are based upon assumptions and factors that may not be accurately reflected at “family events,” including such things as: background checks, experience, common focus, program-oriented, child safety youth protection training and awareness, and shared faith and values."

Activity Specifics

Single-room or dormitory-type accommodations for Trail Life USA units: Adults and youths of the same gender may occupy dormitory or single-room accommodations, provided there is a minimum of two adults and four youths. All adults are required to be Child Safety Youth Protection–Trained and all CSYPT policies must be adhered to at all times. Adults must establish separation barriers or privacy zones such as a temporary blanket or a sheet wall in order to keep their sleeping area and dressing area separated from the youth area.

Plan your trip and activities with safety in mind.

Plan for the unexpected. Make sure emergency plans are in place to handle unexpected contingencies, including Search & Rescue. Plans must be specific as to person in charge, action to be taken, alternatives, person to notify, emergency telephone number, location of law enforcement, fire and health facilities as well as evacuation procedures.

Leave a trip itinerary with a parent who is not attending the trip. Be sure to include participant names, arrival and departure times, location of campsite, daily activity itinerary and emergency contact information.

Be aware of rabies detection and prevention and whether or not it is a concern in the activity area.

If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Camp Fires and Cooking Fires

Note	<p>Though camp fires offer great learning opportunities, they also cause a larger impact on a natural environment, so whenever possible, TLUSA recommends using camp stoves in accordance with TreadLightly!™ principles . If a campfire is planned, it should be kept small, done in an existing fire pit or portable fire pit if possible. It is also important to check with local authorities to ensure that there are no fire bans or fire restrictions. These bans often change with the time of year and rainfall, so be sure to check prior to trip departure.</p>
Age	<p>Though campfires can be enjoyed by youth of any age, fire building and cooking over a campfire is approved for Mountain Lion level youth and older who have earned their Fireguard Card or their Fire Ranger Badge.</p>
Site	<p>Fires must be built in designated areas according to local fire regulations. Select site away from trees, bushes, and grasses. Check with local and state regulations to ensure no fire ban; secure permits when necessary.</p> <p>When selecting a site, clean a debris circle about 10 feet across, rake away pine needles, twigs, leaves, and anything that might catch fire from flying embers.</p> <p>Maintain materials and equipment to extinguish fires including a shovel, fire extinguishers and fire buckets with water/sand in close proximity to fire.</p> <p>Fires are not permitted in tents, and are only permitted in cabins when supervised and when necessary for health and safety reasons due to the weather.</p> <p>At no time should youth be allowed to walk across the fire circle. Coals/ashes below the surface can remain hot for days, creating potential for serious harm.</p> <p>When the fire is extinguished, clean the fire site down to bare soil and remove flammable material from ground around it.</p> <p>The fire must be completely out and cool before leaving the area.</p>
Skills	<p>Trailmen working with fire should possess their Fireguard Card or their Fire Ranger Badge.</p>
Supervision	<p>At least one Adult Leader must be present when a fire is being kindled and/or tended by Navigator and younger youth. The Adult must be trained in fire safety by completing items found on the Fireguard Card.</p> <p>All TLUSA members must be taught fire safety rules and regulations.</p> <p>NEVER LEAVE FIRE UNATTENDED!!</p> <p>Because of the dangers that fires bring, discipline must be maintained around the fire circle.</p> <p>A First Aid and CPR certified adult must be present and access to a First-Aid kit available.</p>

Camp Fires and Cooking Fires

continued next page

Equipment	<p>The fire extinguishers must not be of the CO2 type but rather a “dry extinguisher”.</p> <p>No firearms or fireworks are allowed on the premises.</p> <p>Bring a rake to clear the area, and a bucket to contain water.</p> <p>Unless you are in an emergency situation, only fallen, dead wood must be collected as firewood and only where wood is permitted to be gathered, check local or park regulations with the Ranger or other authority.</p> <p>Check with local authorities before packing in firewood. Many areas have restrictions in an effort to stop the spread of non-native species, tree disease, insects, etc.</p> <p>Appropriate clothing must be worn when working around the campfire. No plastic (ponchos) or overly baggy clothing may be worn near flames. Long hair must be tied back and appropriate footwear must be worn. Flip flops and bare feet are not appropriate for tending fire.</p> <p>Gasoline or other propellants must NEVER be used to start a fire.</p>
Activity Specifics	<p>The type of fire used must match the desired purpose.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p> <p>When using camp stoves, follow these additional guidelines:</p> <ul style="list-style-type: none"> ○ Store fuels such as kerosene, white gas and propane in secured areas when not in use. ○ An adult knowledgeable about chemical fuels and equipment should always supervise youth involved in the storage, handling, and use of chemical fuels and equipment. ○ All chemical-fueled equipment must be operated and maintained according to the manufacturer’s instructions and in facilities or areas only where and when permitted. ○ Properly dispose of fuel containers. ○ Ensure that stoves are maintained throughout the year, getting necessary repairs, cleaning, etc. ○ Ensure that Leaders and/or youth know the proper way to light and extinguish a stove. Always follow manufacturers’ guidelines. ○ Ensure that the stove is thoroughly cooled before packing it away.

Community Events and Activities

Age	Youth of all ages may participate in community events and activities, though the activity must be appropriate to the age, maturity and ability of participating youth.
Site	All participants must have access to restroom facilities and water.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>All TLUSA Youth/Leader ratios apply.</p> <p>A Lost Plan must be developed and all youth should know what to do if they find themselves separated from the group. A meeting place should be designated prior to the start of the activity.</p> <p>Drop Off and Pick Up procedures must be clearly defined and adhered to during community events.</p> <p>Because many community events attract media attention, leaders are responsible for ensuring that all unregistered participants sign a media release form prior to photograph or film being taken.</p> <p>A First-Aid, CPR certified adult must be present</p>
Equipment	Members must wear a uniform or TLUSA apparel when participating on behalf of the organization.
Activity Specifics	<p>Participation in a community event reflects on the TLUSA organization. Please ensure that the event is in concert with the values and mission of both Trail Life USA and your Charter Organization, as well as providing a safe environment for the youth.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Fund Raising for other Organizations

A Trail Life Troop or member may support other organizations through service projects, but should not solicit money for other organizations while in their Trail Life USA capacity. A Trail Life Troop may assist and support its Charter Organization in that Organization's fundraising. From time to time, the TLUSA Home Office may engage in national program initiatives that allow Troops to raise funds for a specific cause. Only during this type of national initiative is this type of solicitation acceptable.

Hiking / Backpacking

Age	<p>TLUSA youth of all ages may enjoy hiking. TLUSA approves day hiking for Trailmen of all ages, and overnight backpacking for Hawk level youth and older. With both hiking and backpacking, it is important that the length, terrain and pack weight be appropriate for the age, maturity and ability of the participants and that adequate hydration be emphasized and available.</p>
Site	<p>Hikes must be restricted to reasonable length. Routes should be based on environmental conditions, participants' age, physical condition, experience, available equipment and supplies. Youth must stay on designated paths to avoid destroying surrounding wildlife.</p> <p>The route must be reviewed by an Adult Leader prior to bringing the group. Hazards must be assessed at this time, including poisonous plants, animals, etc. Information should be shared with participants regarding potential hazards.</p> <p>Weather conditions must be assessed before leaving and monitored during hike.</p> <p>Check with authorities prior to trip to ensure that there are no trail closures, restrictions, etc.</p> <p>Register with a Park Ranger prior to starting trek, if necessary.</p>
Skills	<p>No particular skills are required for Trailmen participating in these activities</p>
Supervision	<p>At least one Leader must have experience in teaching and supervising hiking/backpacking activities, and at least one Adult Leader per Unit must be First-Aid/CPR certified.</p> <p>All TLUSA Youth/Leader Ratios apply.</p> <p>At least one adult must carry an emergency cellphone, or other form of electronic communication.</p> <p>The buddy system must be used while hiking. Stay together as a Troop. Do not hitchhike. Stay on the trail.</p> <p>Have a plan ready if Troop gets separated or members get lost. All participants must clearly understand this plan and their role.</p> <p>Be alert while you are hiking. Notice the direction of the trail. Identify landmarks and locate them on your map. Take notes if necessary. Youth must be trained prior to departure on basic map reading and navigation skills.</p> <p>Leaders must ensure that the group stays together</p> <p>Adults must be familiar with signs of heat stroke, heat exhaustion hypothermia, and dehydration. Participants' hydration, sun exposure and exertion levels must be closely monitored.</p>
Equipment	<p>All Trailmen and Adults, even on Day Hikes, should carry with them their Ten Essentials as discussed earlier in this guide.</p> <p>Participants must use proper foot gear and be aware of proper foot care, including blisters and aching feet. Measures should be taken to avoid these maladies.</p> <p>Dress appropriately for the weather including warm clothing in cool weather. Wear layers of clothes to adapt to temperature change.</p> <p>Youth must carry packs appropriate to their height, weight, and strength. Load should not exceed 20% of the individual's ideal body weight.</p> <p>For long hikes, or overnight backpacking trips, be sure to pack a water purification system in case of emergency.</p>

Be physically fit and prepared! It may be necessary to train prior to your trek, especially if you plan on trekking a significant distance.

A hiking plan must be developed including:

- Where are you hiking? (along with permission if necessary)
- How far do you plan to hike?
- When will you depart and return?
- Who is going with you?
- Why are you going? Plan agenda.
- What is the weather forecast for your trek?
- What is an alternate route in case of emergency?
- How will you contact EMS if necessary?
- A map of the area being traversed.
- All participants must understand the hiking plan, and a copy should be left with a parent who is not attending the trek. They should also be given a list of all participants and emergency contact information.

Search-and-rescue plan for lost hikers must be established and communicated prior to departure. These procedures should be documented in the Trip/Activity plan.

If you become separated and become lost:

- Stay in one place.
- Let searchers find where you are. Use the universal distress call (three loud whistle blasts) repeating at frequent intervals.
- Make yourself comfortable. Find shelter or cover, if necessary.

Take time to enjoy the sights and sounds around you. Hike at a pace that is comfortable to all members of the Troop. The slowest walker should lead or similar techniques used to keep the group together. At NO TIME should the group be allowed to separate, even if part of the party needs to turn back.

Respect the environment; practice "Tread Lightly™" minimum-impact principles.

Any garbage created while hiking must be carried to a proper place of disposal. Littering is unacceptable. Be sure to bring garbage bags in case there are no trash receptacles.

Follow any safety rules set forth by government governing agencies.

Ensure that adequate rests are taken to replenish fluids and eat high-energy food.

Do not eat wild plants, unless expert is present to assess safety of consumption.

Participants must be aware of the importance of proper toileting procedures while hiking.

If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Ice Skating – Indoor Public Facility

Note	Outdoor ice skating can be extremely dangerous. The strength of the ice depends on many factors and can change rapidly as the result of temperature differences, snow cover, depth of water, the presence of fish, or debris in the water. Ice must freeze to a uniform depth of four inches to support group skating. For these reasons ice skating in winter on open water, i.e., ponds, lakes, rivers, streams, private or public swimming pools, is considered hazardous and is an unauthorized activity for Trail Life USA functions
Age	Youth of all ages can enjoy ice skating, though skating ability should be considered prior to event. Lack of skating experience can increase likelihood of injury and may require additional adult supervision.
Site	Visit the facility to be used in advance to determine if the atmosphere, equipment, etc. are adequate. If possible, choose a time when the facility will not be crowded.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	All TLUSA Youth/Leader ratios apply. At least one of the adult supervisors must be an experienced ice skater. This may include rink employees/referees. A First-Aid/CPR certified Adult Leader must be present, and access to a First-Aid kit available. Youth must utilize the buddy system.
Equipment	If rental skates are needed, ensure that facility offers rentals and that they are in good condition Ensure proper fit and lacing of skates to avoid injury.
Activity Specifics	Injuries may occur as the result of falls on the ice or collisions with other skaters: bruises, pulled muscles, torn ligaments, broken bones or concussion. If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Parade Floats / Hayrides

Age	TLUSA Youth of all ages may enjoy parade floats/hayrides.
Site	Parade/hayride route must be safe, clear of potential hazards.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>TLUSA Youth/Leader Ratios apply.</p> <p>Adults must accompany youth on floats/hayrides.</p> <p>A First-Aid, CPR certified Adult Leader must be present, and access to a First-Aid kit available.</p>
Equipment	<p>Persons riding must be able to hold onto something stationary.</p> <p>Floats pulled by vehicles must be insured.</p> <p>Drivers of floats or vehicles pulling floats must be licensed and between the ages of 21 and 71 years.</p> <p>Hay wagon, float, tractor, etc. must be in good, working order.</p>
Activity Specifics	<p>No body parts, legs, arms, etc., may hang over sides of float/hayride.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Roller Skating / Skateboarding / Rollerblading

Age	Youth of all ages can enjoy roller skating, skateboarding and rollerblading, though skating ability must be considered prior to event. Lack of skating experience can increase likelihood of injury and may require additional adult supervision.
Site	<p>Roller skating events may be held either at a commercial skating rink or an appropriate location such as a parking lot at a time when the lot is free of cars. Permission to use the area must be secured in advance.</p> <p>Roller skating may not be done on sidewalks or other areas where pedestrians might be endangered.</p> <p>Adult supervisors may evaluate the area for safety prior to the outing and to determine if the atmosphere, equipment, etc. are adequate.</p> <p>If possible, choose a time when the facility will not be crowded.</p>
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	<p>All TLUSA Youth/Leader ratios apply.</p> <p>At least one of the adult supervisors must be an experienced skater. This may include rink employees/referees.</p> <p>A First-Aid and CPR Certified Adult Leader must be present, and access to a First-Aid kit available.</p> <p>Youth must utilize the buddy system.</p>
Equipment	<p>Helmets are required in outdoor areas, and wrist pads and knee guards are recommended.</p> <p>Ensure proper fit and lacing of skates to prevent injury.</p> <p>Ensure that skates/boards are in good, working order.</p>
Activity Specifics	<p>Teaching youth how to safely fall and get up may reduce the number of injuries.</p> <p>Injuries may occur as the result of collisions with other skaters or falls. If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

Swimming

Age

TLUSA youth of all ages may enjoy swimming, though swimming ability should be considered prior to activity. Limited swimming ability may impact supervision, site choices, etc.

Site

A safe swimming environment is key in creating a safe swimming activity. Key characteristics of a safe swimming environment include:

- On-duty adult certified lifeguard
- Quality supervision
- Knowledge of the area and its conditions
- A large enough area to accommodate all participants, and avoid overcrowding
- * Visibly defined areas for ability groups. Deep end/areas must be clearly identified using buoys, lane lines, etc.

Hazards such as debris, fish, and pollution must be assessed prior to swimming.

Avoid overcrowding.

Supervisors must inspect the area in advance to insure that it is appropriate for the group in terms of size, facilities (rest rooms, lifeguards, changing rooms, etc.).

Be aware of possible damage from overexposure to the sun and take precautions as necessary.

Sunscreen must be applied to all participants, unless parents request otherwise.

The use of public locker rooms should be closely monitored, adhering to TLUSA Child Safety and Youth Protection policies. Youth should act in a manner respectful of other patrons utilizing the locker room facilities. No youth may utilize the locker room unattended; the Buddy System is always to be followed.

Skills

Participants in swimming activities must demonstrate a minimum level of swimming ability.

This competency must be documented using the Swimming Competency Test and kept on file at the Troop level. Specifics on the Swimming Competency Test can be found in TroopTrack™.

This test must be completed before a youth can participate in activities that involve water more than ankle deep and must be supervised by an adult certified lifeguard, swim instructor, swim coach, or a properly qualified adult (a “qualified adult” is one who has a recognized certification, training, license or accreditation and experience in supervising/educating youth). Youth who have not demonstrated this level of swimming ability are required to wear Coast Guard certified flotation devices while in the water.

Swimming Competency Test Results

Swimmer	May swim in all designated swim areas
Beginner	May only swim in the shallow end, or areas where he can touch
Non-swimmer	Must stay in shallow end and utilize a Coastguard approved PFD

Supervision

All TLUSA Youth/Leader Ratios apply. If the TLUSA Youth/Leader ratios) age of youth dictates greater number of adults, you must adhere to the larger number.

Close supervision is the key to a safe swimming environment.

At least two qualified adults must be present, either one who is a certified lifeguard plus an additional supervising adult or two adults trained in water rescue techniques with CPR and First-Aid certifications. If the pool/lake provides a certified lifeguard, he/she may be counted into the ratio. Please refer to the Ratio chart below:

# of Swimmers	Either # of Lifeguards	Or # of Trained Adult Responders
1-10	1+ supervising adult	2+
11-25	1+ supervising adult	3+
26-35	2+ supervising adult	4+
36-50	2+ supervising adult	5+

Lifeguard must remain out of water, except in the case of emergencies.

It will be the responsibility of the adult supervisors to verify that each youth has passed the proficiency level described above.

The supervisors must have a list/count of all youth in the water at any time, including each youth's swim level.

Use the buddy system with checks every 15 minutes to ensure that all swimmers are accounted for.

Equipment

Appropriate bathing suits are required.

Caution must be exercised with the use of equipment such as flippers and masks.

Non-swimmers should not rely on rafts or flotation devices. They are to use only Coastguard certified flotation devices if in the water.

Swimming facility must have good working order lifesaving equipment (backboard, rescue tube, hook, etc.)

Activity Specifics

Establish a set of guidelines (i.e., rules) to insure that the outing will be enjoyable for everyone. It is important to establish a clear set of guidelines that youth understand and follow. There must be clear guidelines for how youth should enter the swimming area. Be sure that these guidelines also adhere to facility guidelines.

Running in the pool area is not allowed.

"Dunking" other swimmers should not be allowed.

Dive only in areas that are approved for diving. Check the water depth before allowing the youth to dive. Diving is prohibited in water less than 10 feet in depth.

Never jump into the water without checking to see if you might hit another swimmer.

Throwing or pushing other swimmers into the water is not allowed as it may result in injury.

An emergency plan must be established in case of an emergency.

Swimming activities should cease if lightning or thunder is in the area. Participants should exit the swimming area. Swimmers are not allowed back in the water for 30 minutes after the last sound of thunder.

Swimmers must be taught to call or wave for help if they are in trouble, i.e., cramps or fear.

A swim break must be taken at regular intervals. This not only helps avoid swimmer exhaustion, dehydration and excessive sun-exposure, but also gives the lifeguard a break to ensure quality guarding.

Be sympathetic to non-swimmers in the group. Neither the Adult Leaders nor other youth should ridicule them or try to force them into the water if they prefer not to swim.

If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Theme Park Activities

Age	TLUSA youth of any age may enjoy theme parks that are age appropriate.
Site	Youth must be made aware of the location of restrooms, first-aid, telephone and security. Park rules must be followed.
Skills	No particular skills are required for Trailmen participating in these activities.
Supervision	Youth must be accompanied by adults adhering to TLUSA Youth/Leader ratios. Buddy system must be used. A First-Aid and CPR Certified Adult Leader must be present, and access to a First-Aid kit available.
Equipment	Participants must be encouraged to wear comfortable walking shoes. Frequent breaks, including water, sunscreen and high energy food must be allowed in an effort to avoid dehydration, exhaustion and excessive sun exposure.
Activity Specifics	A “lost plan” must be created prior to visit and understood by all. A plan must be established for inclement weather. If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.

Warrior Games

Note	<p>Laser Tag, Paintball and Airsoft are authorized Trail Life USA activities for Trail Life USA members meeting the applicable age/program level requirements who have a valid Warrior Games certification card evidencing their safety orientation and agreement to abide by those safety standards.</p>
Laser Tag	<p>Laser Tag is an authorized and approved Trail Life USA activity for Woodlands Trail Mountain Lion youth and older provided that it is approved by the Charter Organization and parents of those participating and is conducted with adult supervision in a safe commercial facility.</p>
Paintball and Airsoft	<p>Paintball and Airsoft are authorized and approved Trail Life USA activities for Navigator youth and older provided that it is approved by the Charter Organization and parents of those participating. (Because of maturity and skill discrepancy, it is recommended that Navigators and Adventurers participate in separate Paintball games.)</p>
Site	<p>Paintball must be conducted at or by a commercial Paintball facility, supervised by trained adult staff, and specific Paintball safety and health rules are followed.</p> <p>Paintball can't be played just anywhere. It should be played in a real paintball field or arena run by legitimate staff. The referees especially make a big difference in regulating the games and making them more fun.</p> <p>Airsoft must be conducted under adequate adult supervision, and in a limited and designated "field of play" that has been preliminarily inspected by at least two registered Trail Life USA Troop leaders and has been deemed free from hidden hazards and appropriate for the safety of the participants.</p> <p>Airsoft is not permitted after dark and requires that specifically-approved Airsoft face masks be worn anywhere within range of being struck, and all other Trail Life USA safety rules be followed. Biodegradable pellets are required.</p> <p>Abandoned or unoccupied buildings are strictly prohibited from use as playing fields or arenas – regardless of whether they are legitimate commercial Paintball, Airsoft or laser tag facilities.</p>

Equipment	<p>Never take off your face mask when inside the arena or within firing range of the field of play – even when things seem quiet.</p> <p>Put on your barrel plugs when not using your Paintball marker. All markers must have a plug. During games, put your plug in a tight pocket.</p> <p>Always aim your Paintball marker or Airsoft gun downward when not playing. This reduces the potential that you or someone else will accidentally get shot.</p> <p>Never look into the barrel of your Paintball marker, Airsoft gun or laser tag weapon. Accidents can happen.</p> <p>When playing Paintball or Airsoft wear proper clothing that you don't mind getting dirty and that is layered (for example, two t-shirts on top of the other) to help soften the impact of hits. It is also recommended that you wear chest/neck protection gear to help prevent bruises.</p> <p>Always drink water during breaks. Like all sports and strenuous activity, it is best to avoid dehydration.</p> <p>Stretch before playing. All sports require warm-ups, and in these activities everyone will be running around a lot.</p> <p>Make sure that your gear isn't damaged before entering a game. It is especially essential to make sure that your mask is not cracked or loose and fits properly, and that Paintball air tanks are not cracked.</p> <p>Raise your marker/gun up high if you get hit in a game and are trying to walk out to demonstrate that you are "out" to avoid others continuing to shoot at you. Likewise, do not shoot at players who are "out," even if they are still on the field of play.</p>
Requirements	<p>The Warrior Games certification card would be issued to Trailmen who had undergone an orientation and agree to adhere to the following safety and health tips:</p> <ul style="list-style-type: none"> ○ Parents must give written permission for their sons to participate in these Warrior Games. ○ Personal Paintball markers, Airsoft guns (and "ammunition") or laser tag weapons must be inspected and approved by trained staff and adult leaders before being used. ○ Only biodegradable Paintballs (for Paintball) and biodegradable, non-metallic pellets (for Airsoft) may be used. <p>Any Trail Life USA member – adult or youth – who violates these safety rules shall be immediately removed from the game and forfeit his Warrior Games certification card until his conduct has been addressed to the satisfaction of the Troop and Charter Organization.</p>

Winter Sport Activities (tobogganing, sledding, or tubing)

Age	TLUSA youth of all ages may participate in tobogganing, sledding or tubing.
Site	<p>Winter sport activities must be conducted at designated areas only. Check with local authorities.</p> <p>There must be sufficient lighting for the winter activity. All activities must cease at nightfall if adequate lighting is not available.</p> <p>Significant injury can occur to participants who collide with immobile objects. The downhill course must have no obstacles that could present an opportunity for collision. Inspect the course carefully prior to engaging in downhill activities.</p>
Supervision	<p>Appropriate supervision must be maintained at all times, adhering to TLUSA Youth/Leader ratios. It is suggested that additional supervision is provided (above the minimum youth/adult ratios) to maximize the safety and protection of the youth.</p> <p>A First-Aid and CPR Certified Adult Leader must be present, and access to a First-Aid kit available.</p> <p>Periodic head counts must be done to ensure the safety of the youth.</p>
Equipment	<p>Appropriate attire must be worn at all times, guarding against frostbite, hypothermia, etc.</p> <p>Equipment appropriate for the activity must be inspected for any safety issues.</p> <p>Given the difficulty in controlling toboggans, sleds or inner tubes, helmets are strongly recommended for all youth and adults participating in tobogganing, sledding, or tubing.</p>
Activity Specifics	<p>The activity must be appropriate for the skill level of the youth.</p> <p>Appropriate distance must be kept between the downhill participants. Running into another participant can cause serious injury.</p> <p>The youth must receive breaks periodically to warm up and prevent frostbite.</p> <p>Warm drinks and high energy snacks should be provided.</p> <p>Skiing is a restricted activity that requires TLUSA Home Office notification.</p> <p>If an injury occurs, determine the level of physical impairment and secure appropriate medical attention consistent with TLUSA guidelines.</p>

XV. Links to Documents Referenced in this Guide

- [Incident Report Form](#)
- [High Adventures Activity](#)
- [Adult Member/Participant Health and Medical Form](#)
- [Youth Member/Participant Health and Medical Form](#)
- [Permission Form](#)
- [High Adventure Activity Medical Form](#)
- [Risk Management](#)
- [Troop Trip/Activity Form](#)
- [Regional Area Camp Activity Form](#)
- [Checklist for Preparing for an Outdoor Adventure](#)
- [Age-Appropriate Activities Chart](#)
- [Considerations for Fox Trailmen and Overnight Activities](#)
- [Flying Plan](#)