



# Level 1, 2 and 2+ Activity Manual

2025

## **Contents**

1. Overview.....	3
2. Map of In-Situ Activities .....	4
LEVEL 1 ACTIVITIES .....	5
3. Centipedes .....	7
4. Mine Sweeper.....	7
5. On-Site Orienteering.....	8
6. Poison Pond .....	9
LEVEL 2 ACTIVITIES .....	10
7. Totem Pole .....	11
8. The Trust Trail .....	11
9. Two-Tyre Ravine .....	12
10. Zip Wire .....	12
11. Big Tyre Challenge .....	13
12. The King’s Balance.....	13
13. Low Ropes Course .....	14
14. Mohawk Walk .....	14
15. Platform Swing .....	14
16. Spider’s Web .....	15
17. Stepping Stones .....	16
18. Tarzan’s Tyres.....	17
19. The Wall .....	17
20. Tightrope Triangle.....	18
21. Trust V Challenge.....	18
22. Towers of Hanoi.....	19
23. Cooperation Crane .....	19
24. Spider Tyre .....	20
25. The Small Wall.....	20
LEVEL 2+ ACTIVITIES .....	21
26. Off-Site Orienteering.....	23
27. Cycling.....	24
28. Caving .....	25
29. Annex A - Activity Induction Checklist.....	27

## 1. Overview

*“Facilitation’ is often described as the art of making things easy for others, but if you make things too easy you risk returning to the spoon-feeding tradition in which learners passively digest whatever the educator wants them to. In essence, facilitation is an enabling role in which the focus is usually on what the learner is doing and experiencing rather than on what the educator is doing.”*  
(Greenaway, R. (2004)

The level 1& 2 activities are all problem-based team challenges. They can be used as tools for developing both interpersonal and practical skills, confidence and teamwork.

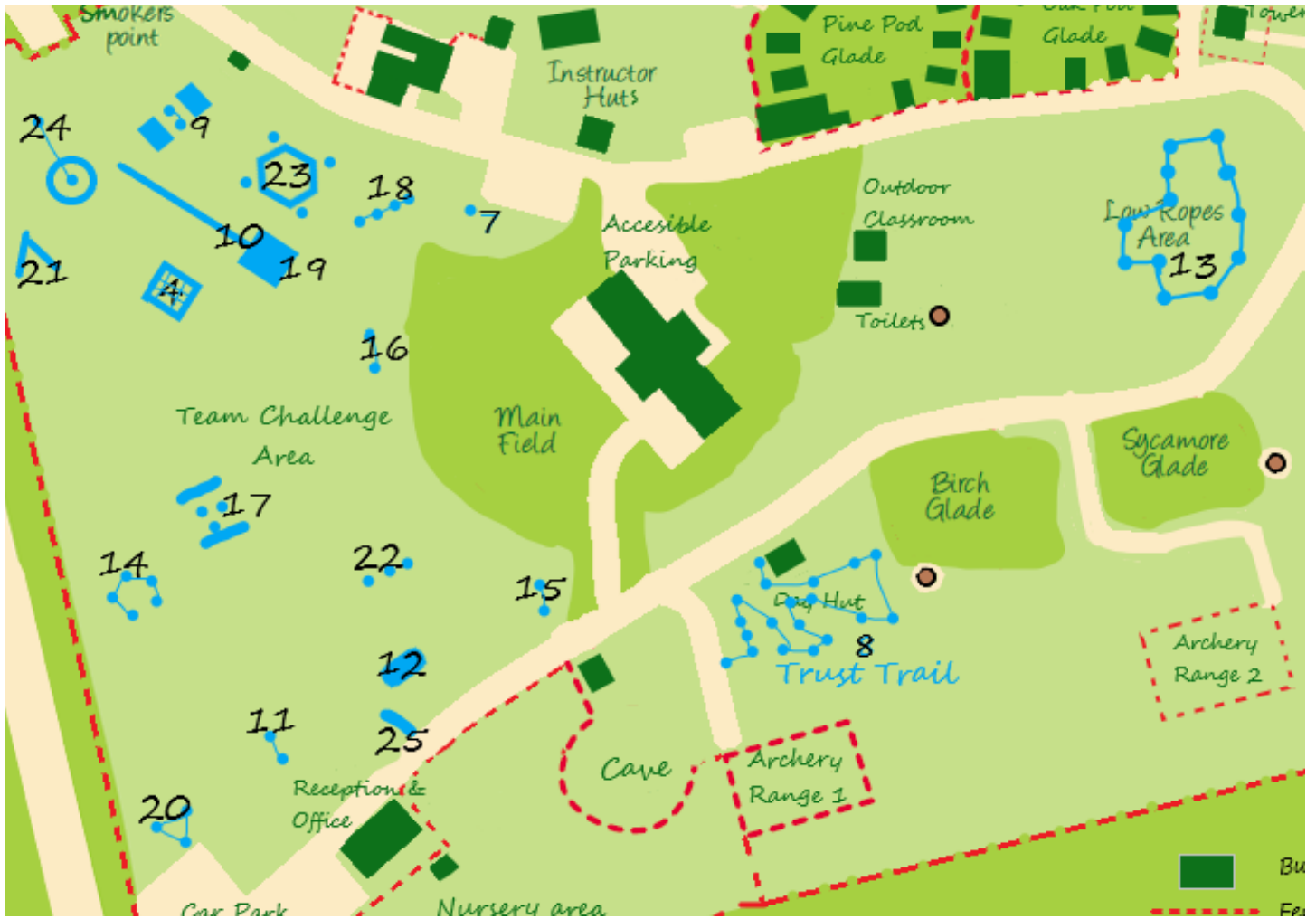
There is no right or wrong way to use these activities. How you approach an activity depends entirely on the outcomes you wish to achieve for your group, as long as the activity remains safe. Adapting the activity to provide an appropriate level of challenge for your group is a key part of effective facilitation.

There are no set timings for these activities, as the facilitator you have to decide how long is appropriate for the group you have. For some groups an hour on one activity will be beneficial but for another group 15 minutes may be enough on that activity to achieve your outcomes.

Below is a list generic safety points that you should consider for each activity, some of the activities also have ‘Specific Safety Points’ which you should also take note of:

- **All safety areas should be checked for sharp objects such as flints and branches before the activity is used.**
- **All activity apparatus should be checked before use, checking for breaks or obstructions.**
- **Helmets can be worn on any of the activities if you feel it is appropriate for your group.**
- **Jewellery that could get caught during activities should be removed, tell the participants that you recommend that they remove any ‘dangly’ jewellery or body piercings.**

## 2. Map of In-Situ Activities



# THORPE WOODLANDS TEAM CHALLENGES

## LEVEL 1 ACTIVITIES

Level 1 activities are designed to be fun and safe to use. Anybody can use them after a brief introduction, as long as they are responsible and competent to facilitate groups.

## Intentionally Blank

### 3. Centipedes / Land Skis

Centipedes is an excellent activity for encouraging a group to work together as a team. The group stand with one foot on each and have to work out a way of getting everybody to take a step forward at the same time. Good communication is the key.

Once groups have got the hang of walking forward the exercise could be made more challenging by having some members of the group facing backwards or by putting obstacles in the path of the centipedes.

**Activity Skills:** Communication, teamwork, trust.

**Specific Safety Points:** Be aware about the potential for trapped fingers and toes.

**Equipment Required:** Up to 4 X Centipedes sets (maximum of 6 people per set).

### 4. Mine Sweeper

Can your team find a safe route through the minefield?

This activity is great for developing communication and organisational skills. The group are asked to stand out of view of the minefield (round a corner or inside a building etc).

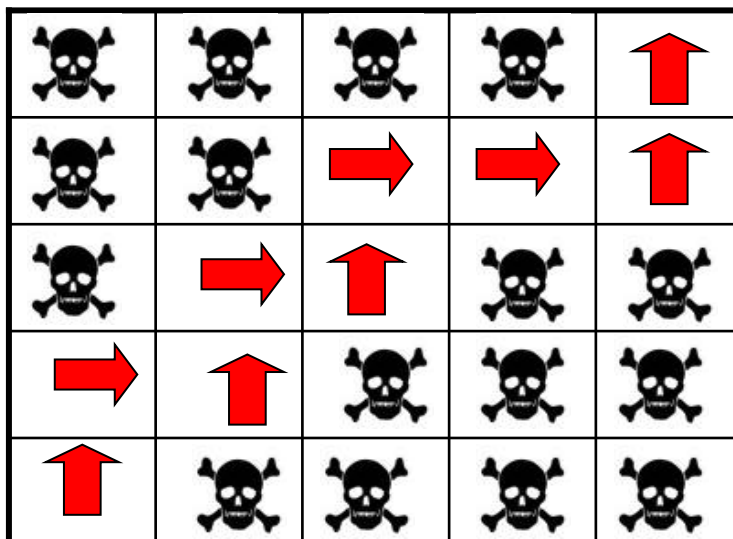
One person at a time then has to take a step onto the minefield grid. The participant then turns over the tile to discover whether that square is safe to step on. They then replace the tile and return to the group and has to explain which grid square they stood on and whether or not they stood on a mine.

The group must work out a system for memorising a safe route through the minefield without writing anything down.

**Set Up:** Instructor to lay out tiles onto grid creating an appropriately challenging route.

**Activity Skills:** Communication, teamwork, organisation, memory.

**Equipment Required:** Minefield Tiles



## 5. On-Site Orienteering

The On-Site Orienteering course comprises 20 control markers located within the fenced boundaries of Thorpe Woodlands.

The course is usable during all seasons, although some routes can become overgrown in summer.

Participants should be reminded not to leave the Thorpe Woodlands site and to cause minimum disturbance to any other groups that maybe participating in activities. Specific care needs be taken around high ropes activities such as the zip wire.

Each control marker is situated on a designated plate and has a range of information displayed on it in the form of numbers and letters. The codes are as follows:

<b>1</b>	TE	<b>11</b>	CB
<b>2</b>	AS	<b>12</b>	NB
<b>3</b>	TG	<b>13</b>	LD
<b>4</b>	HW	<b>14</b>	EC
<b>5</b>	DB	<b>15</b>	LD
<b>6</b>	CC	<b>16</b>	MB
<b>7</b>	PS	<b>17</b>	IR
<b>8</b>	GD	<b>18</b>	TR
<b>9</b>	OB	<b>19</b>	MH
<b>10</b>	JS	<b>20</b>	NR

There are two main courses (other activity details in orienteering box):

### Star Course

The star course comprises controls 1 - 19, with the start at control 13. Participants complete the course one, two or three controls at a time returning to the start between each control. As far as possible individuals or pairs should start with different first controls.

### Score Course

The score course includes all 20 controls taken in any order, normally in a given time. A points score can be awarded for each control visited, with penalty points for returning overdue.

**Activity Skills:** Communication, teamwork, navigation.

### Specific Safety Points:

- Participants should be aware of the site boundaries and told what time to return to base.
- Archery range and overshoot area (marked in red on map) should be pointed out to group as out of bounds.
- Participants should be told to be careful walking under any high ropes activities that are running such as Zip wire.

### Equipment Required:

- Star course maps (3 maps per control)
- 12 score course maps
- 12 pencils
- Supply of control cards

## **6. Poison Pond**

Can the team retrieve a vital canister from the middle of the contaminated pond?

Poison pond is as much a mental as a physical challenge. Some groups find it frustrating, but success can bring a good feeling of achievement.

The group have to retrieve the canister without stepping in the pond. Two ropes are provided, each about 4m longer than the width of the pond. The ropes may not touch the pond surface, but may rest on the tyre. If the canister is dropped into the pond it is lost.

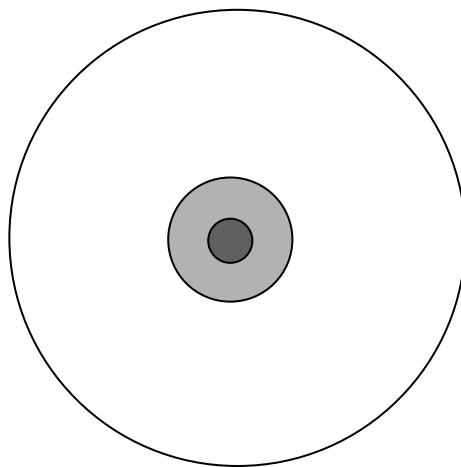
### **Set-Up:**

- A flat grassy area, at least 20m square, is needed for the activity
- Use the knotted rope to mark out the "poison pond". Place the canister to be retrieved in a tyre in the middle of the pond.

**Activity Skills:** Communication, teamwork, initiative

### **Equipment Required:**

- Tyre X 1
- Plastic Canister X 1
- Long joined rope
- 15m ropes X 2



# THORPE WOODLANDS TEAM CHALLENGES

## LEVEL 2 ACTIVITIES

Level 2 activities are designed to be as safe as possible but can be hazardous if not set-up or used correctly. These activities can only be used by those who have attended an activity induction session at Thorpe Woodlands.

## **7. Totem Pole**

Can the group get the tyre off the pole?

The aim of this activity is to combine the team's strength, support and clear communication to retrieve the tyre without anybody touching the totem pole. For younger or lower ability groups it may be more appropriate to allow touching of the pole. Once the tyre has been retrieved the next challenge is to place the tyre back over the totem pole without the tyre touching.

The group should be supported in developing a safe method of reaching the top of the pole and supervision should ensure good technique is used (straight back, no interlocking fingers). The facilitator should supervise this activity to make sure that any participants off the ground are spotted by available members of the group.

**Activity Skills:** Communication, teamwork, trust, problem solving.

**Specific Safety Points:**

- Careful spotting is required with this activity.
- Tyre presents an additional risk when above shoulder height.
- **Helmets must be worn at all times.**
- Tyre must not be thrown OVER THE POLE

**Equipment Required:** Helmets, Rope (Optional)

---

## **8. The Trust Trail**

This activity begins with the group gathering at the start of the trust trail and being issued with a blindfold. Before putting on their blindfolds the group should be told that their challenge is to travel along the trail as a group of explorers and that they must arrive at the end of the trail safely and together. Get the group to nominate a leader (who will go first) and then ask them to put on their blindfolds. Everybody in the group should be reminded to keep hold of the rope at all times and not to 'peek'.

Group members can take turns in leading the group if necessary. Everybody should take responsibility for telling the people behind them if they have encountered an obstacle.

When everybody has reached the end of the trust trail the group should have the opportunity to reflect on their experience and to describe how they felt. Also group members could be encouraged to give feedback to each other in the form of 'it was helpful when you warned me about the tree stump' or 'it would have been helpful if you had waited for me to catch up' etc.

**Activity Skills:** Communication, teamwork, trust and leadership

**Specific Safety Points:** Supervising staff should observe the group and remove any hazards from their path (stones, nettles, brambles etc). Participants with mobility difficulties may need support in navigating certain obstacles.

**Equipment Required:** Blindfolds (Stored in caving shed)

## 9. Two-Tyre Ravine

Can the group cross the ravine using the equipment provided?

This is a good physical activity involving balance and equipment handling skills as well as problem solving and teamwork.

The group should start on one platform and their task is to get everybody safely to the other platform without touching the ground. They may use the two planks provided and the hanging tyres to assist them with this task.

Swinging on the tyres is dangerous and should be discouraged by facilitators.

**Activity Skills:** Communication, teamwork, trust and planning.

### **Specific Safety Points:**

- Good spotting may be required during this activity
- Participants must not be allowed to jump to or swing on the tyres.
- Maximum load of each tyre is 2 people. **Do not exceed this.**
- Participants should be encouraged to foot planks

**Equipment Required:** Short Plank & Long Plank

---

## 10. Zip Wire

The Zip wire is a fun activity that can be used as a confidence builder before progressing on to more challenging activities.

Helmets should be worn by participants on the platform and during descent.

### **Set-Up:**

- Visually check cable – do not proceed if damaged.
- Unlock the chain holding Zip Wire Seat to tree (Code '2761')

The procedure for preparing each participant for their descent is as follows:

- Group should be on top platform with helmets on.
- Bring one participant forward and check helmet is fitted correctly.
- Assist participant to sit on button seat by pulling down on chain.
- Ask participant to hold on tightly with both hands
- Ensure that nobody is standing in path of zip wire
- Tell the participant not to attempt to dismount until they have stopped
- When the participant is ready ask them to lift their feet and cross their legs

Help may be required with dismounting at the bottom of the run.

**Activity Skills:** Confidence building, trust, teamwork.

### **Specific Safety Points:**

- Ensure the entire group are wearing helmets.
- If participants will struggle to hold on fully use of a daisy chain around the participant may be used to assist this.

**Equipment Required:** Helmets, Zip wire trolley and seat assembly (in-situ).

## **11. Big Tyre Challenge**

The challenge is to find different ways reach the other side of the tyre (over, under and through).

Some participants will find this physically challenging. The activity is appropriate for groups of three or more.

A particular value of this activity is the variety of challenges on one piece of apparatus. The facilitator can use the big tyre to build confidence or trust within the group, or as a quick time filler before moving on to the next activity.

A very difficult physical challenge is to ask participants to complete a figure eight around the tyre without touching the ground or the chains (through, over, back through then under the tyre).

**Activity Skills:** Communication, teamwork, trust and balance.

**Safety Points:** At least two spotters are required at all times. Involve the group in this but be prepared to back up.

---

## **12. The King's Balance**

*Once a year in medieval times the King of the buried village would sit on one end of the King's Balance and get his servants to place food on the other side. When the weight of the food was sufficient to lift the king off of the ground, he would order that the food be given to the poorest people in the village. Luckily the king was extremely heavy and there was usually enough food to feed everybody for a week.*

This is a quick and fairly straightforward activity with several variations depending on the ability and size of the group. The challenge can begin with half the group standing on the ground at each end of the platform – they must then work as a team to swap sides without either end of the platform touching the ground.

With more able groups it may be better start the activity with the whole group at one end of the platform and set them the challenge of getting everybody to the opposite end without the platform touching the ground.

The King's Balance can be used as a fun ice-breaker by getting the whole group (MAX 12 PEOPLE) to stand on the platform at either end and try to keep it level while swapping ends.

**Activity Skills:** Communication, teamwork, trust and balance.

**Specific Safety Points:**

Group members must not attempt to hold the end of the platform to prevent it from tipping – this could result in trapped fingers or toes. Groups should be encouraged to move slowly when getting on and off the platform to prevent sudden drops and to step off from the centre. If the platform is wet then supervising staff should warn groups that the surface may be slippery and that attempting to jump to the middle may not be advisable.

---

### 13. Low Ropes Course

The low ropes course is a physically demanding activity that incorporates many of the skills learnt in the other initiatives challenges.

The group must make their way around the course as a team without touching the ground. The penalty for touching the ground can be decided by the facilitator but is usually for that individual to join the back of the group.

Facilitators must ensure that the group are kept together as much as possible throughout the activity and that all participants have the opportunity to lead at some stage.

**Set-Up:**

- Aluminium pegs and 'Boson's Chair' which are stored in the platform prior to the Swinging Log.
- Attach the Boson's Chair to the hanging chain using karabiner provided.
- Leave the aluminium pegs on the platform before the 'peg pole traverse'
- Leave the retrieval ropes of the lay back and moving plank within reach of the starting platform of those elements.

**Activity Skills:** Communication, teamwork, trust.

**Specific Safety Points:**

- Careful spotting on foot cable elements is recommended.

**Equipment Required:** Aluminium Pegs and Bosun's Chair

---

### 14. Mohawk Walk

Can the group make a complete circuit of the "Mohawk Walk" without anyone falling off the wire?

This is a physical challenge requiring balance and teamwork. The group must work together to get from tree to tree without touching the ground. As a facilitator you may wish to set a penalty for stepping off and get the group to make more than one attempt at this activity to see if better planning leads to a better performance.

**Activity Skills:** Communication, teamwork, trust and balance.

**Specific Safety Points:**

Appropriate spotting is recommended on this activity at all times. It may be necessary to split large groups in order to ensure adequate numbers of spotters.

---

### 15. Platform Swing

*Can the group swing from island to island without falling into the quicksand?*

Platform swing is a fun and simple activity that helps groups focus on working together in order to achieve a shared goal. Groups will also have to hold onto each other so it can help individuals to get used to the idea of sharing their personal space before going on to more challenging activities.

**Set-Up:**

There is no set-up required for this activity although you will need to decide an appropriate level of challenge for the group by choosing a big or small 'island' and placing it at a challenging distance from the main platform. The size and distance between the platforms should reflect the size, age and ability of the group.

Start the group on the main platform and set them the task of retrieving the rope and then swinging to the 'island'. If the group accomplish the task too easily then you could increase the distance or reduce the size of the 'island'.

Penalties for touching the ground should be decided by the facilitator but be aware that some heavier participants can struggle on this activity.

**Activity Skills:** Communication, teamwork, trust and balance.

**Safety Points:** Facilitator must ensure that participants do not swing into other group members too fast or with feet raised.

---

## 16. Spider's Web

*Can the group pass through the spider's web without being eaten by the giant spider?*

Close supervision is required as there are important safety considerations.

There are many variations on the spider's web activity but all of them basically involve the group starting on one side and passing to the other side without touching the web. Depending on the size and ability of the group you may wish to insist that every opening in the web is used at least once or that certain holes cannot be used.

You may also wish to assign an appropriate penalty for touching the web. Most groups will not achieve a clear run first time and a second attempt following further planning is usually worthwhile.

**Activity Skills:** Communication, teamwork, trust, organisation.

**Specific Safety Points:**

- Careful spotting is essential. The facilitator must be in position to give extra support to the shoulders of the person coming through if required. Diving through the web should be discouraged.
- With mixed gender groups the question of touching inappropriate parts of the body may need addressing. Passing participants on their backs reduces the problem but does increase the risk of injury should they be dropped.

## 17. Stepping Stones

*Can the group cross the acid river using the stepping-stones provided?*

This problem-solving activity requires some lateral thinking and good teamwork. Start the group on one of the large platforms and issue them with up to four aluminium poles (fewer poles makes the task more difficult). The group must then work out how to get themselves across the acid river using the poles and the stepping-stones. The solution appears obvious at first but can take a while to work out. The group must also take the poles with them to the other side.

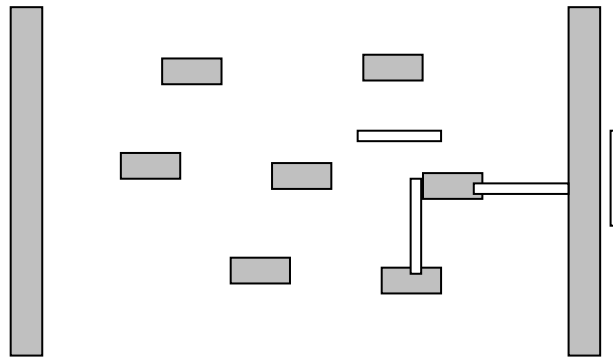
Note to facilitators: Think carefully before giving too many hints. Often the longer it takes the group to work out the solution the greater the sense of achievement.

**Activity Skills:** Communication, teamwork, lateral thinking, trust and balance.

### Specific Safety Points:

- Ensure that the group do not attempt to jump between stepping stone platforms.
- Aluminium Poles must overlap platforms by at least 10cm (marked)

**Equipment Required:** 2-4 Aluminium Poles



## **18. Tarzan's Tyres**

*Can the group use the Tarzan's Tyres to cross the piranha-infested river to bring fresh water to the rainforest dwellers?*

This is a physical challenge suitable for groups of six to eight participants.

### **Set-Up:**

- To set up this activity, you will need to fill the large bucket with water and place it on one side of the 'river' along with the smaller water carriers. Place the smaller empty bucket on the other side of the 'river'.
- The group are then set the challenge of filling the empty container with water using the small water carriers (some with holes in). The solution is quite obvious but this is a physically challenging activity. Penalties for falling into the 'river' can be decided by the facilitator.

**Activity Skills:** Communication, teamwork, cooperation, physical agility.

### **Specific Safety Points:**

This activity can be very tiring on the arms. Weaker group members may need to be spotted by the tutor.

### **Equipment Required:**

- Large bucket
- Small bucket
- Water carriers X 6

## **19. The Wall**

The Wall is an excellent physical team activity, but one which requires careful supervision and adherence to safety guidelines.

The group task is to get everybody up and over the wall using the team's combined strength, good communication and support.

The facilitator should supervise this activity from the most appropriate position and make sure that every available member of the group is involved in spotting below.

There are 2-heights to choose from depending on the ability of the group, but most people find the lower wall to be sufficiently challenging.

Good technique is very important in this activity. The group should be supported in reaching a safe method of reaching the top of the wall. Participants going over the wall must ensure that their feet always remain below their head and should roll over the top rather than throwing themselves over. Walking up the wall whilst people on the top platform are holding the climbers' arms must be avoided.

**Activity Skills:** Communication, teamwork, trust.

### **Specific Safety Points:**

- Careful spotting is required throughout this activity.
- **Helmets must be worn at all times.**
- Jewellery must be removed if likely to catch on wall or other people.

**Equipment Required:** Helmets

## 20. Tightrope Triangle

Can the group make a complete circuit of the “tightrope triangle” without touching the ground?

This is a challenging problem solving exercise which requires initiative and team work for success. The group’s task is to make it all the way round the triangle without touching the ground. All they have to help them with the task is a single length of rope.

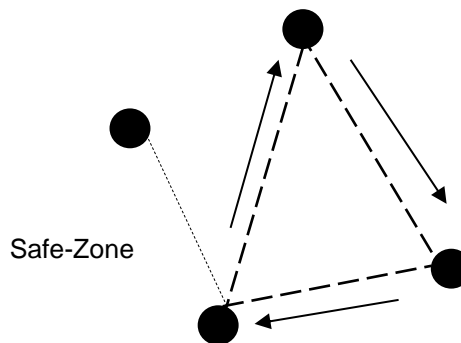
Start the group in the ‘safety zone’.

**Activity Skills:** Communication, teamwork, trust, balance and initiative.

**Specific Safety Points:**

- Careful spotting is needed during this activity. The facilitator should be ready to step in and spot wherever needed. Group members can act as additional spotters.
- No more than 3 people on a platform and only one person to be moving along steel cable at any time.

**Equipment Required:** Rope



## 21. Trust V Challenge

This challenge rewards trust and effective communication.

Participants have to move along two cables that get wider apart. The further the pair move along the cables, the more they will need to rely on each other for support.

The pair normally begins with hands on each other’s shoulders and then progress to holding elbows, wrists, and hands, as they get further apart. Participants must be told to step off the cables when they can get no further rather than falling off or collapsing.

Whilst only two people are moving along the cables at a time, it is very important that all other group members are involved in spotting – this should be done with a minimum of four ‘spotters’ (two for each participant).

**Activity Skills:** Communication, teamwork, trust.

**Specific Safety Points:** Careful spotting is required with this activity

## **22. Towers of Hanoi**

This challenge involves a bit of brainpower!

The aim of this activity is to move the 5 tyres from pole A to Pole C whilst sticking to the following ground rules:

- Only one tyre can be moved at a time
- There can never be a larger tyre placed over a smaller tyre
- Each tyre must be on a peg before another is moved

This is a great challenge to get the group talking to each other and sharing ideas. It is important to let the group experiment with different ideas and not to give too many hints. Once the correct sequence is discovered the group will normally complete the challenge quite quickly.

**Activity Skills:** Communication, teamwork, problem solving

**Specific Safety Points:**

- Tyres should not be thrown.
- Larger tyres require more than one young person to lift them.

**Equipment Required:** Tyres and poles (in-situ)

---

## **23. Cooperation Crane**

This challenge requires excellent communication and leadership.

The team need to carefully lift the contaminated objects and place them on the raised platform in order to prevent a natural disaster. One way of running the activity is to have:

- All members of the group standing by one of the 4 anchor trees and they must not step onto the 'contamination zone' (bark chipped area).
- If an object is dropped everybody 'dies' and the activity starts again.
- Objects can be placed further away to increase level of challenge.

**Activity Skills:** Communication, teamwork, problem solving, leadership

**Specific Safety Points:**

Participants should stay out of the 'contamination zone' in order to avoid the crane hitting them on the head.

**Equipment Required:** Ropes, Crane, barrels (all in-situ).

## **24. Spider Tyre**

This challenge is excellent for team communication and cooperation.

The aim of the challenge is to transport the tyre from one point to another without letting it touch the floor. Each team member holds onto a rope which is connected to the central ring. If everybody pulls on the ropes at the same time the tyre will be lifted – if one or two people aren't concentrating then the tyre will drop.

Make the activity more challenging by adding blindfolds to some participants or by choosing a different route with obstacles.

Rules:

- Participants must hold the ends of the rope
- The tyre must not touch the floor

**Specific Safety Points:**

- Move slowly and carefully over uneven ground.

**Equipment Required:** Spider tyre, 2 posts.

---

## **25. The Small Wall**

The Small Wall is simply a smaller, adjustable version of the Wall. The task is to get everybody up and over the wall using the team's combined strength, communication and support.

The facilitator should supervise this activity from the most appropriate position and make sure that every available member of the group is involved in spotting below.

The small wall can be adjusted depending on the ability of the group. The top 2 planks are removable if the group requires it. When replacing these planks particular care should be taken to avoid trapping any body parts.

Good technique is very important in this activity. The group should be supported in reaching a safe method of climbing over the wall. Participants going over the wall must ensure that their feet always remain below their head and should roll over the top rather than throwing themselves over. Care should be taken as participants lower themselves to the floor.

**Activity Skills:** Communication, teamwork, trust.

**Specific Safety Points:**

- Careful spotting is required throughout this activity.
- Helmets may be worn if the instructor deems it necessary
- Jewellery must be removed if likely to catch on wall or other people.

# THORPE WOODLANDS ACTIVITY MANUAL

## LEVEL 2+ ACTIVITIES

Level 2+ activities are only to be facilitated by competent leaders that have attended a specific in-house training session. These activities can be more hazardous and require careful supervision and leadership at all times.



## 26. Off-Site Orienteering

The Off-site permanent orienteering course comprises 20 control markers. The base for the course (control 1) is marked on the orienteering maps.

The courses are usable at all seasons, although some routes can become overgrown in summer.

Each control marker is on a post and has a number and letter code. The codes are as follows:

1	IG	2	ZE	3	OJ	4	AX
5	CK	6	FS	7	TV	8	RQ
9	HD	10	UW	11	BM	12	NP
13	LY	14	RN	15	CO	16	IT
17	SL	18	EB	19	UM	20	AD

### Score Course

The score course includes all 20 controls taken in any order, normally in a given time. A points score can be awarded for each control visited, with penalty points for returning overdue.

**Activity Skills:** Communication, teamwork, navigation.

**Approximate Time:** Around 1-2 hours to complete all controls.

### Specific Safety Points:

- Participants must be aware of the activity area boundaries and told not to go near any tarmac roads, rivers or fences. All control points are located in and around the forest.
- The orienteering course is best completed in pairs or groups of 3.
- Long trousers and sleeves are strongly recommended to avoid ticks, stinging nettles and brambles.
- Participants should be told what to do if they get lost or are injured (normally wait and call for help or make way to the nearest forest track and call for help).

### Equipment Required:

- Score course maps
- Pencils
- Supply of score cards

## 27. Cycling

Thorpe Woodlands is in an ideal location for cycling. Several routes are available from gentle forest trails to fast, technical single-track it is possible to cater to all levels of ability.

There is a wide selection of mountain bikes available at Thorpe Woodlands in a variety of frame sizes. It is essential that participants are matched with an appropriately sized bike and that saddle height is adjusted prior to the start of any ride.

All leaders must have completed site specific training before using the bikes at Thorpe Woodlands and should be very confident of their chosen route before taking groups out.

All bikes should have the following checks before being ridden:

- Brakes – Check both front and back brakes work effectively.
- Wheels – Check for buckling and ensure quick release is 'closed'
- Steering – Check handlebars are straight and not loose.
- Gears – turn the pedals and check that there is no grinding from the gear mechanism.
- Tyres – Check tyre pressure and pump up any soft tyres.

### **All participants must wear a helmet when riding.**

The group must be fully briefed before setting off on the following points:

- Group must stay together unless specifically told otherwise.
- Group should not ride too close together (at least 2 bike lengths is a safe distance).
- Group must stop when asked to do so.
- When other cycling groups, walking groups, horses or vehicles are encountered, the group should stop and wait for instructions as to what to do.

**Activity Skills:** Technical skills, environmental awareness, health improvement, teamwork, responsibility, navigation.

### **Safety Points:**

- Ensure that participants have with them any emergency medication (inhaler, epipen, insulin etc) and that water is available.
- Cycling is not permitted on roads unless instructor holds appropriate qualification.
- Instructor must be familiar with route.

### **Equipment Required:**

- Bikes
- Helmets
- Leader bag (containing first aid supplies, repair kits & tools).

## 28. Caving

The Thorpe Woodlands Caves offer a unique environment where a range of educational and developmental activities can take place. Within the caves you will find a number of caverns, stalactites, cave paintings, fossils and nearly 100m of passageways with natural cave features including U-bends, tight 'squeezes', boulder chokes and rock ledges. The external cave structure also offers great opportunities for adventurous play on the traversing wall, grassy mounds and the rocky roof.

All leaders of caving activities must have completed the Thorpe Woodlands site specific training, which covers session planning, cave layout, emergency procedures and quick exit routes. Particular care must be taken to ensure that participant's emotional wellbeing is considered when planning a caving session. Participants must be well briefed on what to expect once inside the cave and be reassured that they can leave if they feel distressed. It may be useful to have a responsible adult waiting outside the cave to supervise and offer support to any participants that need to exit the cave early.

Before entering the cave:

- Participant must be issued with a correctly fitted helmet and head torch.
- Participants clothing and footwear must be appropriate (not too many layers, long sleeves and trousers) – Caving suits are recommended.
- Instructor must brief group on how to move through the caves (slowly and carefully, don't get too close to the person in front, talk to others, remain calm and rest regularly).

**Activity Skills:** Communication, working as a team, leadership, overcoming fears, environmental awareness, responsibility, and sensory awareness.

### Specific Safety Points:

- Helmets must be worn at all times by everybody entering the caves.
- Instructor must be aware of any participants' relevant pre-existing health conditions and any medication (inhaler, epipen, insulin etc) must be carried by individual or readily available.
- Instructor must be familiar with cave layout and deliver appropriate sessions based on the size, needs, ability and age of group.
- There are some rough surfaces within the caves so care must be taken in order to avoid cuts and grazes. Gloves may be worn.
- If a participant feels that they are stuck it may be necessary to remove all other participants from the cave before the instructor calmly offers assistance. Once located, it is often possible to ask the participant to wriggle themselves free without needing to give physical assistance.

### Equipment Required:

- Helmet
- Head Torch
- Caving Suits (recommended)

## Intentionally Blank

## 29. Annex A - Activity Induction Checklist

Name: \_\_\_\_\_

I confirm that I have attended the Thorpe Woodlands Activity Induction and feel confident to run the activities listed below.

Activity	Covered in Induction (Yes or No)	Date
Level 1 Activities		
Trust Trail		
Big Tyre Challenge		
Platform Swing		
King's Balance		
Spider's Web		
Stepping Stones		
Low Ropes Course		
Two-Tyre Ravine		
Mohawk Walk		
Tight-Rope Triangle		
Zip Wire		
Tarzan's Tyres		
Gridlock		
The Wall		
Trust V Challenge		
3 Pole Tyre Puzzle		
Totem Pole		
Spider Ball		
Cycling		
Off-Site Orienteering		
Caving		

I confirm that I have read the information within the Thorpe Woodlands Activity Manual in relation to Health and Safety and my responsibilities as a group leader. I agree to abide by the rules concerning the use of Thorpe Woodlands facilities and understand that Thorpe Woodlands cannot be held responsible for any accidents that may occur as a result of incorrect use of activity equipment.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Trainee)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Trainer)