

Community Walking Leader Checklist

Pre-Walk

- Familiarise yourself with details of the group (number age profile, experience)
- Be aware of walkers with limitations (fitness levels, health problems)
- Be familiar with the route and complete a risk assessment
- Prepare equipment as appropriate
- Organise a team of Walk Leaders (Main Leader, Sweeper and Assistants)

Start of Walk

- Screen all walkers as they gather (health, clothing, footwear, etc)
- Check that all walkers have signed the Walk Register
- Identify new walkers and invite them to fill in the Walk Ready Questionnaire
- Share any health issues with the other leaders, if necessary
- Introduce the leader(s) and outline their roles
- Outline details of the walk including potential hazards
- Emphasise that walkers should stay in view and tell a leader if they are feeling unwell
- Invite walkers to give their consent to the walk outlined and ground rules
- Complete some loosening exercises
- Count the walkers before leaving the starting point

On the Walk

- Control the pace at the start of the walk and manage the group throughout
- Monitor the walkers for signs of distress
- Incorporate pit-stops and social elements to ensure comfort and integration of all walkers

Post-Walk

- Check that all walkers have returned and were comfortable
- Complete the 'Accident / Incident Report Form' if necessary
- Congratulate the group for completing the walk and inform of upcoming walks