Scouts
Mid Sussex

Hardy Cup



27th & 28th June 2026

Hardy Cup

Contents

Safety Plan

Joining Instructions

Medical Consent Form

Rules

New changes for 2026

Programme

Kit List

Campsite Layout

Event Team

Communications

Site Briefing Prompts

Risk Assessment

Team Scoresheet

Master Scoresheet

Check-in Check List

Tent Pitching Hints & Tips From The Archives

Safety Plan

Hardy Cup Safety Plan

1. Staff or Teams will report any safety issues to the Leader in Charge.

2. All staff to read the Risk Assessment and be in compliance with it.

Leaders must intervene and inform the Leader in Charge if:
a) They witness non-compliance to the RA.
b) If something changes that needs to be thought about and controlled, whereby the RA will be reviewed and potentially revised.

3. All injuries will be reported to the lead first aider, who will then treat the casualty accordingly.

4. If a scout or team are withdrawn from the camp, then the Leader in Charge or designate will arrange collection of the team and departure from the event in collaboration with the nominated In-Touch.

5. Leader in Charge, or designate, to instigate purple card procedure if required, to include escalation to 999 services as necessary.

6. If the entire event becomes too unsafe to continue e.g. due to extreme weather conditions, then the event will be closed. In-Touch contacts will be notified to organise collection and departure from the event of their Scout or team of Scouts. Team departures will be recorded by staff and communicated back to the Leader in Charge.

Joining Instructions

Category	Description
District Event	Hardy Cup
Title Sponsor	Mr Hardy
Date	Saturday 27th June - Sunday 28th June
Parent drop off time	Saturday 09:30
Parent pick up time	Please arrive on Sunday at 15:55 in time for the awards ceremony at 16:00.
Leaders arrival time	*Leaders are welcome to arrive on Friday evening, 26/06/26, anytime from 18:00 onward to help setup camp and enjoy a leaders campfire, or they may arrive Saturday morning.*
Location	High Weald Diary Farm (do not use main entrance to farm)
Address	Treemans Road, Horstead Keynes, RH17 7EA
What3words	https://w3w.co/ridiculed.double.pounds
Google maps	https://goo.gl/maps/nydYchzcvSfa6yib6
Street view	https://goo.gl/maps/4ifj7pJhSKzc13TK7
OS Grid Reference	TQ 378 262
Directions	Field is accessed from Treemans Rd. Look for Scout flags by farm gate.
In-Touch.	In an emergency, the nominated In-Touch person may contact the Leaders on the District Mobile Telephone, 07926925715. All emergency contact details and any medical information for the Scouts must be filled out in OSM and a completed medical consent form must be completed and handed in at check-in. Please note that Scouts are not permitted to bring mobile telephones to the camp.
Cost	Team entry is £15 per head. Additional cost of team food is set at the discretion of the teams Scout Leader.
Event Description	The Hardy Cup is a greenfield camping competition which will focus on traditional camping skills, such as pitching tent and dining shelter, cooking over wood fire as well as gas, managing firewood stocks (axe/bow saw) and building camp gadgets e.g. washing bowl stand and drainer etc. It's not all work, there will be many other fun activities including wide games, campfire etc... Preferably teams will camp in traditional canvas scout patrol tents (Icelandics) or bell tents and will also bring a dining shelter. Other tent options can be discussed with the organiser. There are 2 classes, a competitive class for teams of 4 to 6 scouts that have the skills to camp independently of adult instruction, this class will compete for the trophy. And a non-competitive class for teams that wish to enjoy the same experience under the guidance of their own leaders. There is no limit on the numbers of teams each Troop can enter.
Check-in Procedure	Team to muster by entrance gate to the camping field. When complete team has arrived they may proceed to see the check-in staff where they will be ticked off on the register, hand in their team menu, medical consent form, medications and penknives etc.
Kit List	Scout Leaders are responsible for checking completeness and suitability of all items listed on the kit list prior to arrival
Please be notified that photographs may be taken of Scouts & teams by staff and posted on the 'closed' Mid Sussex Scout Hikes Facebook group	https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/supporting-life-issues-and-young-people/digital-safeguarding/photography-video-and-audio-recording-at-scout-events/

Hardy Cup **Consents** **27th - 28th June**

Name of Scout Troop	
Young Person's Name	
Young Person's date of birth	
Scout next of kin contact name & phone number details in event of emergency	
Doctor's name	
Doctor's address	
Doctor's phone number	
Details of any medications currently being taken	
Details of any disabilities, conditions, special needs, cultural needs or dietry requirements	
Details of any infections diseases you have been in contact with in the last three weeks	

Essential Information and Consents

If my child requires medication for minor ailments, eg cold, headache, etc.,

I authorise the assigned leader to administer non-prescribed drugs as directed on the instructions on the packaging.

Paracetamol	Yes	No
Ibuprofen	Yes	No
Antihistamine	Yes	No
Bite/Sting relief	Yes	No
Antiseptic wipes	Yes	No
Plasters	Yes	No
Suncream	Yes	No
After sun	Yes	No

Allergies and treatments

My child is allergic to:	

Does your child use any of the following to treat an allergic reaction?		
Epinephrine Auto injector (Epi Pen)	Yes	No
Antihistamine	Yes	No
Other, please give details		

Young persons that require an auto injector must bring 2 to the event, these must be clearly named and in date.
Young persons that require antihistamine must bring the medication to the event, this must be clearly named and in date.

All activities will be run in accordance with The Scout Association's safety Rules. No responsibility for the personal equipment/clothing and effects can be accepted by the organisers and The Scout Association does not provide automatic insurance cover in

If it becomes necessary for my child to receive medical treatment and the child's next of kin cannot be contacted to authorise this, I hereby give my general consent to any necessary medical treatment and authorise the Leader in charge to sign any document required by the hospital authorities.

Form completed by:	
Name	
Signature	
Date	

Rules

Category	Description
Deadline	The deadline for registering teams is Saturday 13th June 2026.
Check-in	Teams must be accompanied by a leader when checking into the competition.
Uniform	Teams to arrive and depart the weekend in uniform.
Trophy	A team that requires coaching is very welcome to enter with their adult leader but will be classed as non-competitive and will not qualify for the trophy.
Team	The minimum number in a team will be 4 and the maximum 6 (recommendation is 6 if possible).
Mixed teams	Mixed teams may bring an additional tent (of any type) or, alternatively, consent must be agreed by all parents of the team should a mixed team wish to share a tent. Consent is recorded by parents in OSM.
Equipment	Each team is responsible for bringing all the equipment for a standing weekend camp.
Personal Kit	Leaders are responsible for ensuring that whole team arrives with everything that's listed on the kit list and that the prohibited items are not taken to the campsite.
Facilities	Organisers will provide a water tap in the field, porta-loo toilets (or toilet tents), a food waste bin and firewood.
Challenge	Each team will be required to move all their equipment from the drop off point to their allocated camping pitch in 3 journeys only. This does not include the altar fire, gas bottles and any additional tentage required for mixed teams. No wheeled vehicles (trolleys, carts etc) will be allowed.
Food	Saturday lunch, scouts to bring their own packed lunch. Saturday dinner must include a starter, a cooked main course, dessert to include fruit and a drink to be served with the meal. Sunday breakfast: to include a cooked course and a hot drink. Sunday lunch main course to include 2 types of vegetables and potatoes, dessert and cold drink. **Avoid chicken dishes and nuts.** Our sponsor, Mr Hardy & High Weald Dairy, have kindly offered to supply teams with cheese free of charge. Place any orders via Chris by Wednesday 24/06/26. All food to be brought to site by the teams.
Menu	A menu, written by the team, with costings of all food must be handed to the judges at the check-in on Saturday morning.
Cooking Technique	Saturday dinner and Sunday breakfast will be cooked on an altar fire fuelled by wood. If you are unable to provide an altar fire or wood fuelled BBQ, teams may dig a fire pit. Sunday lunch will be cooked on gas, check that your cooking stove is not banned for use by the scouting association. Firewood will be available onsite. Scouts will need to process the firewood using axe and bow saw in a supervised chopping area. Scouts must bring and wear sturdy boots if they intend to use an axe. Dish washing (and personal washing) facilities must be provided by the team.
Gagdet Wood	Each team will require a selection of gadget wood (max 30m) and sisal (or rope). Teams will construct their own camp gadgets e.g. washing bowl stand, kitchen drainer etc.
Camp gadgets	Here are some camp gadget ideas: Click https://youtu.be/0VG194YzotY for inspiration.
Tents 	Preferably teams will camp in traditional canvass patrol tents (Icelandics) or bell tents and will bring a dining shelter. If you do not have this available, please contact organisers ASAP to discuss options.
Rubbish	Teams will manage and store their own rubbish from site. A food waste bin will be available. Teams are responsible for taking home their own rubbish at the end of camp.
Points	Judges will continually observe performance, teamwork, behaviour and camp craft skills over the whole weekend.
Chopping Area	Scouts must not enter the chopping area unsupervised and must be wearing sturdy boots.
Boundary	Scouts must stay within the camping field boundary at all times.

	Hardy Cup - NEW FOR 2026
Subejct	**New for 2026**
Hot Water	Teams will be responsible for heating their own hot water for washing up purposes
Grey Water	Teams will dig a grey water waste pit on their own camping pitch. The turf must be carefully lifted when digging, placed to one side, kept watered and relaid in it's original position at the end of camp. The grey water pit must be safely cordoned off by team equipment to prevent slips, trips or falls into the pit. Before pouring grey water into the pit, the water must first be filtered to prevent food waste from entering the pit. Leaders may choose their filtration system for their teams, providing it is a safe method for scouts to pour boiling water through a filter into a container and then to poor the container into the grey water pit. Pouring of water must be at ground level and the filtration assembly must be self standing and stable i.e. Scouts must not hold the filtration assembly when hot water is being poured into it. Suggestions are not limited to but include: A sieve or strainer which fits on the top of a bucket and is stable, washing up bowl with strainer instert, very large pasta pan with strainer insert, mop bucket complete with small hole strainer etc. Leaders must check that their preferred water filtration assembly is safe for use. A spade and filtration system have been added to the team kit list for this purpose.
Shelter	Weather depending, the organisers may take the decision to leave the team dining shelters erected until after the awards ceremony, this is in order to provide shade or shelter for teams if conditions dictate (note that it should only take a few minutes to pack away a dining shelter and leaders may assist the teams in this eventuality).
Scoring	Minor changes made to scoring to improve relevance and continuity.



Hardy Cup Programme

Time	Programme
Fri 18:00- Sat 08:45	*Leaders arrive to setup (Leaders are welcome to camp overnight)*
Saturday	
08:45	*Leaders only - event information & safety briefing*
09:30	Team check in* & transport equipment to their pitch (in uniform)
10:30	**Flag** break (in uniform)
10:45	Preparation of sites
13:00	Lunch
14:00	Preparation of sites
15:00	Fall in around **Flag**, followed by Site inspection
15:30	Activity: Team Game(s)
16:30	Cooking (meals will be judged during this period)
19:30	**Flag** down & site inspections
20:00	Activity: Wide Game(s) & Campfire
21:30	Activities end and briefing for lights out and morning instructions
22:30	Lights Out (no noise) & Night inspection
Sunday	
07:00	Cooking (meals & the site will be judged during this period)
09:30	**Flag** break
09:45	Activity: Wide Games
10:30	Cooking (meals will be judged during this period)
12:30	Fall in around **flag**, followed by Site inspection
13:00	Strike Camp
15:30	Final inspection: Vacated site and packed equipment (in uniform)
16:00	Awards presentation, **flag** down & team departure (in uniform)

* Medication forms, penknives & team menus will be collected at check-in

Hardy Cup Equipment List	Required Quantity	1st HH	5th HH	7th BH	8th BH	Keith	Chris	1st Hurst	Mark Hardy (host)
Latrines									
Toilets	4	2	1	1		2 (rented)			
Toilet Tents	3	2	1	1					
Handwash Bowels	5	5							
Hand Soap	12			12					
Toilet Paper	Lots			lots					
Blue Loo & Pink Loo	6	6							
Rubber Gloves	1						1 box		
Disinfectant	1			1					
Spades	2	1	1						
Gazebo (for cess pit)	1			1					
Rubbish Bin & Bags	Lots	1 bin		1 roll bags					
Box of Sanitary Bits	5					5			
Sanitary bins	5					5			
Team Areas									
Long rope	1	1							
Pegs	200					200			
Malletts	Lots	lots							
Tape Measure	2					2			
Number Posts	1 set					1 Set			
Food waste bin	1					1			
Waste water butt	1					1			
Flag pole & flag	1	1							
Sledge Hammer	2	1 sledge				1 club			
Chopping Area									
Road Pins	20	20							
Rope	1 box	1							
Axes	2	2							
Safety glasses	6	6							
Safety gloves	6						6		
Saw horse	1	1							
log splitter	1			2					
chopping block	2								2
firewood	lots								lots
Bow saw	2		2						

Hardy Cup Equipment List	Required Quantity	1st HH	5th HH	7th BH	8th BH	Keith	Chris	1st Hurst	Mark Hardy (host)
Staff Areas									
Colemans shelter	4		2						2
Table	2	2							
Benches	2	2							
Bin	1			1					
Cooking tent	1			1					
Gas Lamp	3			3					
Cooking equipment	Lots			Lots					
Gas Fridges	3							3	
Water Carriers	2			2					
Fire Buckets	5	5							
Shower gadget	1					1			
Incident tent (for shower)	1	1							
First Aid Kit	1				1				
Duct tape	lots					Lots			
Cable ties	lots					Lots			
Water standpipe & tap	1								1
District mobile phone	1						1		
Cheese	Lots								lots
Fire Extinguishers	2					2			
Games equipment	Lots		Lots						
Marquee	1	1							
Large feather flags	3					3			
Mid Sussex Banner	1					1			

Staff to bring:
Plates, Bowls, Mugs, KFS
Camping chairs
Clip Boards
Personal tentage

Leaders to arrange all team kit required for a standing camp and will include:

2x buckets (1 fire bucket & 1 for safe carriage of washing up water and grey water)

Grey water filtration. See "New for 2026" for options, e.g. washing up bowl & strainer other options available

Spade for digging a waste water pit and a fire pit if not bringing an altar fire/BBQ

Equipment suitable for safely cordoning off the grey water pit e.g. stakes, rope etc

Altar fire or large BBQ (suitable for cooking with wood). Thick leather gauntlets/welding gloves for handling hot items

Tent(s): preferably canvass patrol tent "Icelandic" style or bell tent (organisers have a limited number that can be borrowed)

Additional tentage for mixed teams (can be any suitable tent)

Dining shelter

Table/benches

Gas bottle and stove (check hoses are in date).

2x Copies of menu (1 to hand in and 1 for team to keep).

Optional - Teams are welcome to bring a copy of their cooking instructions/recipies to help with meal preparation

Team food (please label any team food that needs to be stored in the fridge) Avoid chicken dishes and nuts

Dish washing facilities

Gadget wood (max 30m)

Sisal (or rope) e.g. Sisal twine string 3 Ply 3/200m 2.5kg Ball - Length 500m - Timko Ropes

Heavy duty bin liners. **Teams will take their own rubbish home.**

Personal Kit List:

Scout Uniform (to be worn upon arrival and departure), hanger for uniform. Saturday packed lunch, rucksack or holdall, underwear, socks, long trousers, (not jeans), t-shirts, sweatshirt/hoodies/fleece, pyjamas/tracksuit (for sleeping in), torch, sun hat, sun cream (high factor), shorts, toothbrush/toothpaste/soap/flannel and towel (in named wash bag), sleeping bag and roll mat, (unbreakable) plate, bowl, cup, fork, spoon, (in named drawstring bag), tea towel, water bottle, waterproof coat and trousers, trainers, watch, hiking/sturdy boots (if intending to use an axe to chop firewood).

Medical Consent form

Swiss army knives (named) are permissible but the owner must attend a safety briefing at the beginning of camp.

Prohibited items:

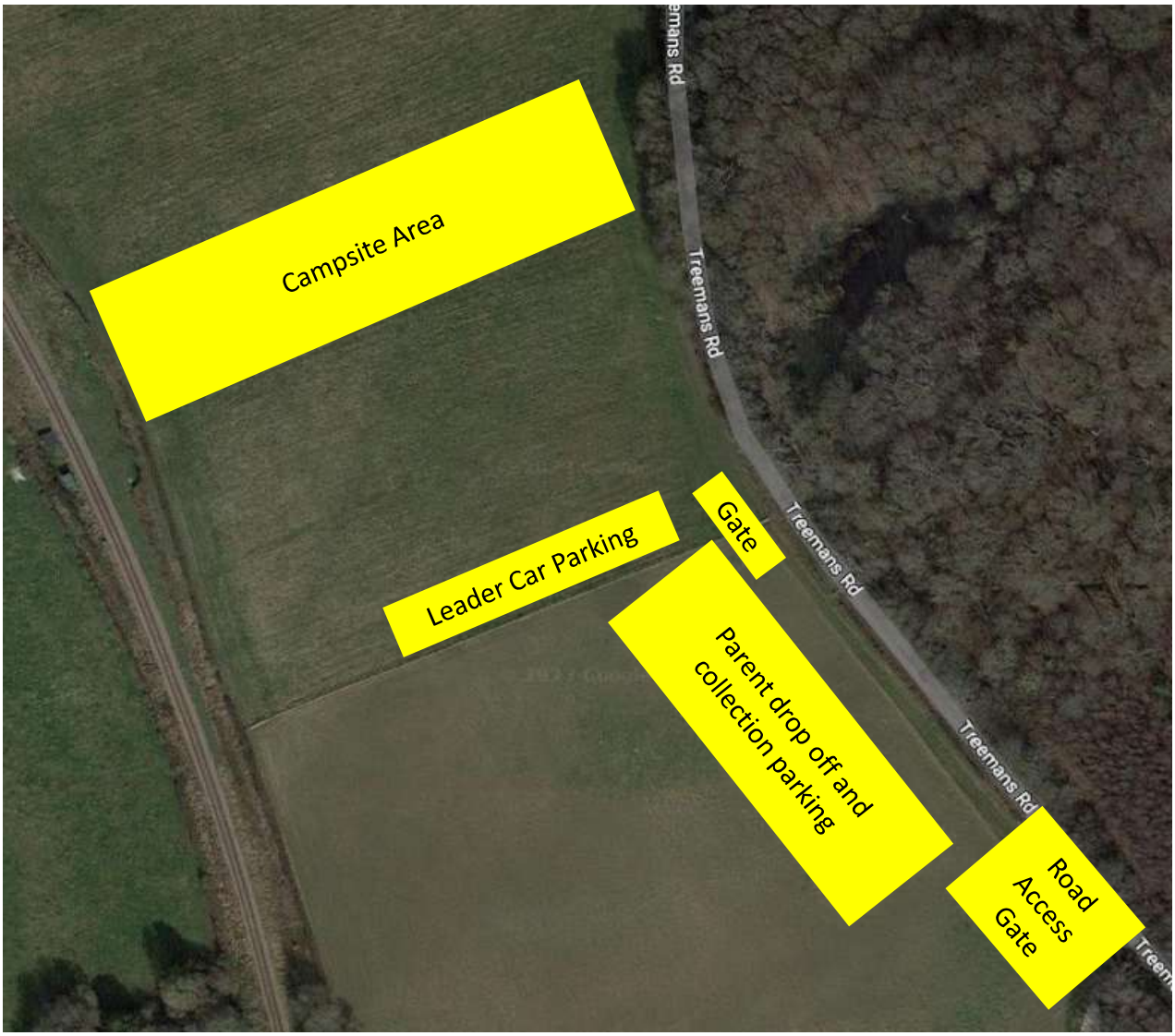
Mobile telephones, electronic smart/gaming devices, denim/jeans, valuable items, nuts, sweets, biscuits, or energy or fizzy drinks. Money.

Hardy Cup Campsite Layout



Hardy Cup Vehicle Access

Note that the Southern field will only be used for arrival and departure.

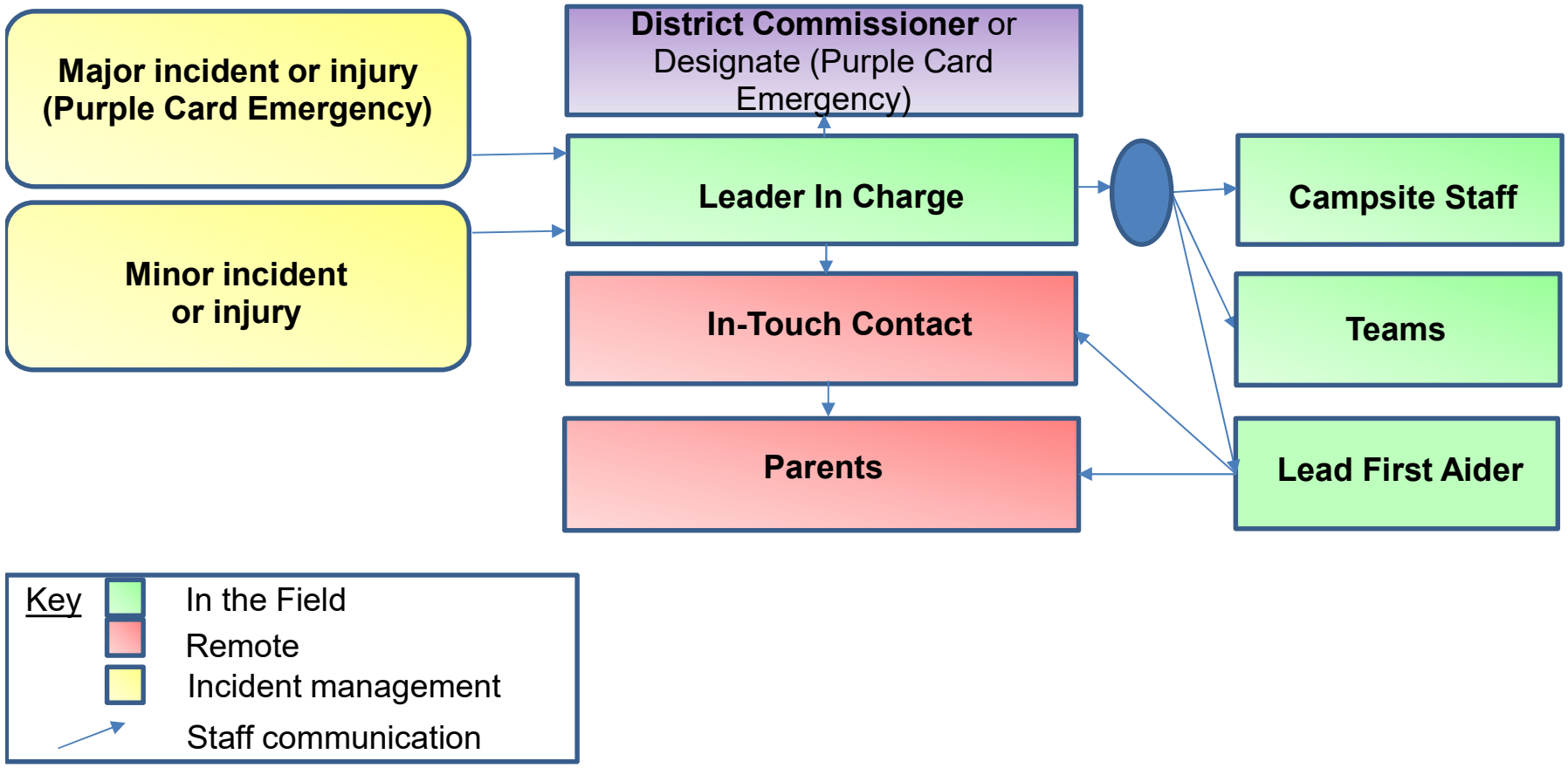


Contacts

Event Team

Role	Name	Phone Number
Leader in Charge		
Leader in Charge	District Mobile Phone	07926925715
Purple Card Contact		
Permit Holder		
Lead first Aid		
Welfare and medicines		
Welfare assist		
Leader Cooking Team		
Leader Cooking Team		
Leader Cooking Team		
Chopping Area Supervisor 1		
Chopping Area Supervisor 2		
Chopping Area Supervisor 3		
Staff available to be tasked to various duties including: Cooking Judge Camping Judge Safety Supervisor Team mentor (for non-competitive) Wide Games Campfire Logisticts Team Check-in Striking camp (event tentage etc) Marking & totalling scoresheets etc		
Young Leaders		

Lines of Communication



Hardy Cup

10:30 Flag Break & Site Briefing Prompts
Judges to mark personal tidiness & uniform and whether team was on time for flag break
Welcome message
Mr Hardy, Grandson, Sponsor, Field, Firewood water and cheese. Be respectful.
Bluebell Railway, wave at trains and they will whistle
Timekeeping
Flag - very important to fall in around the flag on time to earn points
Be on time for inspections
Campsite
Ticks awareness briefing
No bare feet (or only wearing socks) outside of your tent. Footware must be worn.
No running near tent or guy lines.
Long hair to be tied back when coooking or near fire.
Shade/shelter areas are Marquee and dining shelters. Dining shelters may be left errected until end of event
Food waste bin is near flag - stricly no food packaging. Rubbish must go in your own bins
Waste water pits - Every pitch to have one. Keith to show and tell, bucket & sieve. Wear boots when digging.
Teams to heat their own hot water
Explain various toilet arrangements - Keith to give instructions on use
Water taps
Chooping area: Must wear boots, 1:1 adult supervision, strictly no entry if closed
Electric fence (if installed): Live
Field boundary: instruct Scouts to stay within
Indentify lead first aider & welfare staff and location to find them
Indentify which tent to go to if there are issues during the night
Indentify chopping area staff
Indentify penknife supervisor
Team Pitch Layout
Patrol Tent position
Dining shelter position
Cooking fire to be 5m in front of dining shelter
log pile 2m away from fire
Schedule
Preparation of sites. Run through details of the 15:00 inspection
Lunch/free time 13:00-14:00
Fall in around flag at 15:00 - Promptly!
Teams will be called 1 team at a time for Keith's toilet course
2 team members from each team will be called to collect kindling from the nearby copse
Camp dismissed from flag.

Name of activity, event, and location	**Hardy Cup Scout Camp**	**Date of risk assessment**	**15/02/2026**
		Date of next review	**15/02/2027**
		Name of person doing this risk assessment	**Chris Searle**

What could go wrong? What hazard have you identified? What are the risks from it?	**Who is at risk?**	**What are you going to do about it?** How are the risks already controlled? What extra controls are needed? How will they be communicated to young people and adults and remain inclusive to all needs?	**Review & revise** What has changed that needs to be thought about and controlled?
Site features – Risk of injuries from: Natural features	All present	Site access checked - entry to campsite is via road access gate in southern field. Parent's drop off and collection parking will be in Southern field. Access into the northern camping field is via a farm gate. Campsite layout diagrams will be circulated. Young people advised of the boundaries. Not allowed out of the field without permission. Appropriate footwear to be worn at all times. Avoid bare feet unless activity specific.	
Water & Waste – Infection & vermin	All present	Fresh drinking water available from water taps onsite. Wastewater is disposed of away from natural water sources. Where appropriate a suitable grease trap will be created and used for disposing of wastewater.	

Toilet facilities - Safeguarding issues, Environmental impact, Mattocks & Spade use	All present	Appropriate disposal for feminine hygiene products available. 2x Portaloos will be hired. 3x Chemical toilets 1x Cesspit - for boys urine only, inside large gazebo with walls. Each chemical toilet will have its own tent, which is suitable for one occupant at a time. Chemical toilet waste to be disposed of into sewer via manhole. 'Dug' toilets are to an adequate depth and away from water sources. Hand washing facilities available outside each toilet tent and water refreshed daily. Mattocks and spades to be used under the direct supervision of a Leader. A safe working area to be established and enforced during mattock and spade use. Mattock and spade to be stored in a secure area when not in use.	

Field used by grazing animals – Risk of E-coli157	All present	Manage the site in advance of camping – referring to the factsheet on Ecoli – Organisers have liaised with landlord and tenant farmer who have agreed that the camping land will be clear of grazing animals for at least 3 weeks before use. Increased handwashing facilities and reminders to all to wash hands regularly.	
Vehicles & people Risk of collision & injury	All present	Restrict vehicle access to pedestrian areas as much as possible. Parent's drop off and pick up is in the Southern field (away from campsite field). Cars to be parked in specific locations, see campsite layout diagram. YP to carry kit to camping area. Make more than one trip if needed. Have designated vehicle management person/team if needed.	
Heavy loads and items - Back or other injuries to adults and young people	All present	Kit to be dropped off in designated area by vehicle, if possible – preferably before the young people arrive. Split loads down to smaller bits if possible. Supervise young people carrying bigger items. Remind people how to lift and carry safely. All lifting and dropping of heavy tents and other items to be supervised by adults.	

Tentage, guy lines, trip hazards, Items stored at low level – Tripping on guy lines and tent pegs, boxes, natural items	Young people and leaders	Instruct and enforce “No running” rules around tents and inside mess tents / marquees. Play areas chosen that are clear of obstructions, sharp items, rabbit holes, rocks, logs etc or remove obstructions. Keep away from thistles / stinging nettles / barbed fence wire / ponds. Keep young people out of ditches etc if unsupervised.	
Mallets striking Tent pegs – Slippage of mallet Struck by mallet	All present	Adults to supervise activity and to check mallets are in good condition and not loose or split. Participants are instructed on how to correctly put pegs in. Competitive teams to be shown by their leaders before camp. Check tent pegs are suitable size and condition for the tent guy. Ensure other young people are standing safely away.	
Sleeping facilities - Safeguarding issues	Young people and leaders	Ensure sleeping facilities provide appropriate division of adults and YP. Troop Leaders to discuss sleeping arrangements with young people and parents beforehand. YP with specific needs will need to be considered and appropriate arrangements made for them. Ensure young people can safely enter and exit their tents without causing harm. Event rules state any mixed gender teams sharing a tent must bring parent consent forms for all team members.	

Food – Food poisoning	Young people and leaders	Troop Leaders to plan menu to suit facilities available. Ensure full prior knowledge of allergies and dietary requirements and that these are met. Nuts are listed as prohibited in team rules. Ensure correct storage and handling of food. Check HQ guidance on Food Safety All to clean hands thoroughly before and after food preparing and before consuming food. Raw meat to be kept covered and out of direct sun until used. Raw chicken is listed as prohibited in team rules. Raw ingredients to be used as soon as possible after issue. Leftover ingredients and uneaten food to be disposed of promptly and appropriately. Other foodstuffs to be returned to the mess tent or stored in properly rigged Patrol boxes, as appropriate. All cooking pots, utensils, crockery and cutlery to be properly washed after each use. Any utensil dropped on ground to be properly washed before reuse (e-coli). Ensure food is cooked thoroughly before eating. Always ensure correct uses of equipment (eg. knives). Long hair & long sleeves tied back.	

Allergies/ Dietary needs	All present	Check for allergies before the beginning of camp, dietary requirements will be recorded on OSM signup and shared with welfare team. Make sure of any food intolerances and dietary needs, this includes being vegetarian / pescatarian (making sure no meat products are being used.) Check the packet of ingredients and allergy awareness and contact parents for clarification if required.	
Tables – Risk of collapse during cooking and activity		Check tables are in good repair; properly and safely put up, eg: legs locked, trestles stable, put small table feet on boards if used on grass, ensure level and stable.	
LPG gas bottles Gas hoses and cooking equipment Leakage of gas, fire and carbon monoxide.	Young people and leaders	Hoses and regulators checked for good condition and hoses are in date – before camp and by leaders during camp. Hoses secured to kit by hose clips. Always use gas stoves or lamps in well ventilated areas, outdoors if possible. LPG cylinders positioned outside tents and doors open during use for good ventilation. Fire bucket positioned outside tent near to cook area. Fire Alarm & evacuation Procedure set up for the whole camp. Check HQ guidance on Safe use of Gas Gas cooking and lighting equipment to be used in controlled areas. Do not use stoves which are banned by scout association Battery torches only in sleeping tents. No smoking or cooking in sleeping tents.	

Cooking – hot surfaces Hot liquids, Cooking fats Risk of fire Burns	Young people and leaders	Ensure kitchen area is safe and hygienic. Keep area clear of obstructions and trip hazards. Portable cooking equipment should be mounted on sturdy tables. Fire fighting equipment should be in the kitchen area and the team familiar with its use. Gas appliances (eg: fridge, boiler) should be on a sturdy level surface, with pilot flame vents kept clear. Flames to be kept a minimum of 5m from flammable material (shelter/tent side). Use of cooker guards where possible. YP only to be allowed in leaders kitchen if they are designated to help. Adult use of kitchen to be established in such a way as to prevent overcrowding. Access to some services provided elsewhere/ more conveniently if necessary (eg: hot drink making). Kitchen first aid kit to be at hand. Washing up water to be heated on the teams camping pitch. Grey water pit to be dug on each pitch. Event First Aider to be called if first aid required.	

Risk of fire- Burns	All present	No cooking in sleeping tents. All cooking in patrols takes place by dining shelters.	
Lightweight cooking equipment – Risk of fire, Carbon monoxide	All present	No cooking in sleeping tents – what other shelter/shade from wind and weather can be used to discourage this? Clearly explain the dangers to all users, both YP and adults. Tie back long hair and avoid loose clothing around fires and naked flames –. Do not reach over fires or flames. Check HQ guidance on Safe use of Gas and Trangias and Aerosol stoves.	
Using Open Fires – Risk of burns from mistakes or misuse. Starting fires - creating sparks	All present	Fires are located in defined cooking areas for patrols (patrols limited to max 6 young people). Leaders to supervise young people when they're using hot items. Keep area around the fire free of trip hazards. Keep woodpile well away from the fire - at least 2 metres. Brief young people on safe use of cooking equipment or fire before use and on the possible dangers of fire lighting. Rules for fire lighting include: no picking up burning wood; no throwing objects onto the fire; hold wood at one end and lower onto the fire with your fingers near the ground. No removing wood from the fire once it has been put on. To start a fire only use kindling or bought fire lighters. Do NOT use accelerants on the fire (any substance or mixture that accelerates or speeds the development and escalation of fire) – such as petrol, lighter fuel and other spirits.	

Using Open Fires – Continued.		Avoid loose clothing around fires – watch out for open coats, sleeves and scarves. Tuck them in and keep coats, hoodies fastened. Tie back loose hair. Do not reach over fires or flames. Do not allow fires to become too large for the location/ activity Make sure there is an appropriate first aid kit available and that leader training is up to date. A fire bucket is available by each fire. If needed, head to the tap for running cold water. Camp Fire to be lit prior to the group's arrival. Leaders monitor seating arrangements around the campfire and that participants do not get too close. Participants are advised to close their eyes when smoke is blown in their direction from the campfire.	
Personal Hygiene Illness, infections	All present	Leaders ensure good hygiene standards and brief YP on the importance of maintaining throughout camp. Wash hands after going to the loo and all field activities and before eating. Hand washing area set up and regularly maintained by leader team. Make sure to use clean cooking / eating utensils. Tick precautions (check guidance): Teach YP not to pull them off and encourage YP to check themselves daily. Instruct and inform parents to thoroughly check for ticks upon the return home and what to do if they find any.	

Behaviour – risk of overexcitement, especially at the start of camp.	All present	Have rules & clear expectations to be given to YP and parents before start of camp. Section code of conduct to be followed. Event & activities to be well planned and timetabled to allow time for letting off steam as well as calming down at appropriate times. Leader in charge to monitor behaviour and stop activity if necessary. Leaders and helpers to supervise free time. YP to have clear guidance on where to seek help and support. Leanne Penfold appointed to lead Welfare and first aid.	
Appropriate adults – Injuries from poor management of camp, activities and facilities	All adults	All leaders and helpers to have completed appropriate personal checks and mandatory training. Event run with correct Nights Away Permit holder. Appropriate child/adult ratios in place at all times. Adequate rest time and 'peaceful space' planned in for leaders.	

Weather Sunstroke, hyperthermia, hypothermia Injury	Young People, Leaders, Helpers	Check weather reports. Shade and shelter available outside. Event shelters will be available. Shelter is also available in the nearby copse. Dining shelters to be left erected until end of event as required. Adults to ensure YP are guided and supported to wear appropriate clothing/protection according to weather conditions. Drinks available at all times. Leaders to ensure YP maintain fluid levels. Sun cream/hats, full waterproofs/hats/gloves on kit list. Spare clothes, hats and bedding available. Consider cancellation of activities.	25/06/26 Update: Vehicle(s) to be parked by first aid area and be available as air conditioning pod(s). Vehicle inverter can power fan in first aid area. Remove requirement to wear full uniform. Games to be low energy. Team equipment to be left by camping pitch. Brailings to be rolled up on patrol tents.
Slips, trips, falls	All involved in the activity	Minimal movement while there are multiple activities going on. Area checked for uneven footings etc. prior to activity. All participants are instructed to wear appropriate footwear and it is secured to their feet (check laces are tied etc). Reminder not to run around woods, tents or open fires (this will vary over the camp).	

Safeguarding	All Young People	Event joining instructions state, "Please be notified that photographs may be taken of Scouts/teams by staff and posted on the 'closed' Mid Sussex Scout Hikes Facebook group"	
Security - personal effects	All present	Leaders will always remain on campsite. No items of high value to be taken on camp. No pocket money to be brought to camp. All clothing and kit to be clearly marked with the owner's name. Young people not to touch or borrow any item not belonging to them without permission. Personal property not to be left lying around. No food/sweets to be left in the tents (animal scavengers).	
Incidents – Risk of prolonged/increased injuries from lack of management		Designated First Aider in place. Nearest hospital with an accident and emergency department is the Princess Royal, Haywards Heath. NHS 111 can be called as required for medical help. Leaders are aware of additional environmental hazards such as heatstroke, sunburn, hayfever, ticks and other insects and animals. Lead 1st Aider will hold medical details, medication and allergies of everybody on site. InTouch process will be in place (details gathered on OSM platform). Medication to be stored securely and designated leader to supervise schedule of taking medicines. Emergency medications to be ready to hand (eg epi pens). Leaders and Helpers to be aware of purple card procedure.	

Outdoor Active Games			
Terrain injury, illness	Players	Check that the play area is clear of small objects, particles, and animal faeces that could increase risk of tripping or slipping or cause injury if someone falls on them. Check the ground is safe (eg: not too wet or muddy). Halt the game if it becomes so during the game. Make sure that players are wearing appropriate footwear and it's secured to their feet (check laces are tied and so on). Leaders will brief young people on behaviour in the environment, including avoiding brambles, nettles, and so on.	
Fixed / immoveable objects Collision injury	Players	Playing zone to avoid/ mark out of bounds dangerous objects and areas (eg: steep, stony bank or unsafe structures) Playing zone to stop 2m short of walls, fences and boundaries to allow 'stopping' space	
Roads and Traffic Collision injury	Players	Game area will be kept within field boundary and not roadside.	
Large area YP out of sight, lost, injured, inappropriate behaviour	Players	Playing zone clearly explained before each game is played. Players to remain in sight at all times. Playing area restricted to main field, gates will be closed. Regular head counts to be carried out, YP to be monitored.	

Weather Inclement weather causing hypo/hyperthermia Injury on wet ground	Players Leaders	The leader will monitor the weather forecast in advance. If unsuitable weather forecast (eg. Heavy rain or extreme heat) alternative activity to be provided. Leader in charge to halt game if weather gets too wet/cold/hot. Appropriate clothing to be advised on and worn. Suitable footwear mandatory.	

Pioneering & Camp Gadgets:			
Nature of terrain, slips, trips, and falls – personal injuries, sprains, and strains.	All participants	Choose an area with suitable terrain for the build and check for natural hazards in the build area. Activity to be undertaken during daylight hours only. All participants to be checked for suitable footwear and attire for nature of activity.	
Weather – injury from slipping on wet equipment, illness from exposure to extreme conditions, collapse or excess movement of structure due to high winds	All participants Spectators	Leader in charge to check weather forecast before session and during it. Session to be postponed if weather is inappropriate. Structure to be left safe and non-accessible (eg-roped off) or taken down if adverse weather prevails. Monitor how the weather affects structures, for example, wet ropes causing stretching or tightening.	
Handling equipment – injuries including sprains and muscle strains	All Participants	YP and adult helpers briefed and assessed on safe techniques Lifting and Carrying | Scouts	

Splinters and blisters		Plan the structure before you start building. Follow the plan. Check that the project you're planning and the type of equipment you'll use are appropriate for the age of the young people. Continue to monitor YP throughout activity to ensure appropriate techniques are used. Make PPE available if the activity leader thinks it's necessary. Assess and advise young people carrying, lifting and storing pioneering equipment.	
Camp gadgets - Construction and dismantling –fingers, feet, or other body parts trapped between or under poles. **Pioneering equipment, using tools, natural materials, ropes** – personal injuries, rope burns, cuts, bruises, abrasions, puncture wounds, eye damage	All Participants	Leader in charge to be competent and experienced or to appoint a suitable person to take the lead. Check all participants have received appropriate training, practice knots and lashes beforehand. Give everyone participating in the activity a safety briefing. Supervise and monitor skills of young people at all times. Do not ask individual YP to do tasks they are not yet capable of.	

		Work in small teams to enable skills sharing. Consider participants' individual needs and any reasonable adjustments you may need to make. Check equipment before use. Reject and report any damaged or faulty equipment.	
Structures collapsing – crush injuries, lacerations, and fractures. **Impact with pioneering equipment** – crush injuries, lacerations, and fractures.	All Participants Spectators	Closely supervise structures while they're being constructed and dismantled. Appoint an adult as observer. Supervise young people and check they're using the correct knots and lashings. Limit the load you put on the structure. Access to a climbing structure to be supervised at all times by a competent person. Undo the main supports last when you're dismantling a structure.	
Fall from height – personal injuries, lacerations, and fractures.		Fully brief all participants who will be above one meter off the ground. Use spotters when participants are off the ground. Structure to be regularly checked for continued integrity	
Incidents – exacerbation of injury or increased danger due to poor response		Make sure a qualified first aider is present throughout the activity. Make sure a first aid kit is on site during the activity.	

response		Adult helpers to be briefed on correct response to emergency/ first aid situations. Purple cards to hand.	

Free Time:			
Beginning and end of day, transition between activities inappropriate behaviour, accident, upset, injury	Young People	Ensure Leaders know when they need to supervise, for instance between activities and at rest times Ensure there are enough adults in attendance to maintain good supervision in addition to activity provision. Have planned, self-led activities or organised games in place for long wait times and 'down-time'. Clarify to all Leaders levels of supervision required.	
Young People out of sight inappropriate behaviour, accident, upset, injury, getting lost, **Young People dealing with an emergency**	Young People	Plan for and clarify to all Leaders levels of supervision required for each section/ age range. Visit and/or Risk assess the location before activity begins so potential issues are considered Set clear area boundaries, check sign posting is adequate, arrange activities to make best use of the area Remind young people about boundaries and expectations of behaviour or code of conduct upon arrival on the day	

Unsure response leading to worse situation		Set time limit and check-in times/points in order to monitor YP at regular intervals (30 minutes or an hour depending on location and age of young people). Tell young people what to do in an emergency. Have at least four young people in each group so two can go back to leader for help while one stays with the injured person. Tell young people where a leader will be at all times. Use a landmark or a place that's easy to remember. At a large camp, leaders may be identified by a specific necker or badge. Tell young people that they can go to nearest adult leader for assistance.	
Young person left on their own as group has split up and may be injured, lost, or distressed.	Young people	Ensure younger sections are accompanied by an adult at all times. Remind young people about the importance of staying in their groups before activity begins. Choose groups that will work together (check personalities in group). Consider asking section leaders to organise this beforehand. Discuss any issues and make changes if needed. If there are doubts about any groups, set a shorter check in time limit.	

Specific Individual needs Exclusion, upset, misunderstanding	Young people	Talk to the young person (and their parents or carers) to find the best way of making the day and activities accessible. Make adjustments to ensure all young people can join in, for example, young person chooses group to be in and everyone confirms they understand their responsibilities and are happy Ensure sufficient additional adult support is available if needed.	
Emergency Halt (eg weather event) Cannot gather participants quickly	Young people	Leader in charge to make decision Agree signal for returning to base (such as a whistle). If a whistle won't work (for example, because of background noise or distance), a leader rounds up groups and stays in touch with other leaders using mobile phone. Supervising adults specifically signposted for each group to report to organiser	

Axes – Saws – Knives:			
Inadequate supervision – unskilled adults failing to keep activity safe	All	Adults competent and familiar with the use of the equipment and clear on how to instruct / supervise young people with this equipment Adults to have read guidance before supervision of axe and saw activities : Using axe and saws safely | Scouts Adults to have read guidance before supervision of knife activities :Scout Knife Safety Guidance | Scouts Adults to have opportunity to practise their own skills before supervising YP	

		Supervision plan clear so that those supervising use of equipment are not distracted by other young people not participating. Closer supervision / 1 to 1, for young people with additional needs requiring greater support.	
Inappropriate use of axe – leading to injury of self or others Cuts, bruises, serious injury Inappropriate use of axe - Continued.	All	Group safety briefing at beginning of event, giving clear guidelines on when, where and how axes can be used. Axes used in clearly defined area (consider use of roping off if this is mobile). check guidance for safe size and distances. Axe activities to cease in inadequate light. YP supervised at all times when in axe use area, group size to reflect level of supervision and space available. Leaders to assess and monitor individuals competence with axe YP and adults given guidance on axe use, including using a chopping block below wood, using a kneeling position to protect the legs, using another stick to hold up smaller wood to protect fingers, stop using the axe if you feel tired, make sure there is adequate space around you before swinging the axe, wearing appropriate clothing and PPE. If you need to pass the axe to someone else, stand side by side facing the same direction. Pass the head of the axe first.	
Inappropriate use of saw – leading to injury of self or others Cuts, lacerations, severe injury	All	Group safety briefing at beginning of event, giving clear guidelines on when, where and how saws can be used. Saws used in clearly defined area (consider use of roping off if this is mobile)	

		YP supervised at all times when in saw use area, group size to reflect level of supervision and space available. Leaders to assess and monitor individuals competence with saw Yp and adults given guidance on saw use, including using a sawing block, adopting a safe stance to protect fingers and legs, wearing appropriate clothing and PPE,	
Inappropriate use of knife - leading to injury of self or others Cuts, lacerations, severe injury Inappropriate use of knife- Continued.	All	Adults to practice their own knife skills before they begin any practical sessions with YP. Group safety briefing at beginning of event, giving clear guidelines on when, where and how knives can be used and information about knife law and safety. YP supervised at all times when using knives, group size to reflect group's skills and level of supervision available. Leaders to assess and monitor individual's competence with knife. YP given safety skills instruction, eg strike away from body, fingers behind knife, only whittling a small amount at a time. Start with a small knife (such as a Swiss Army Knife) and complete small tasks. Build up to a larger blade as people become more confident and dexterous. YP not to create sharp weapons (eg. spears) and play with them.	Leaders to be aware of who is bringing pen knives to camp and clear instructions given to them.
Maintenance, Storage and Transport of sharp tools – leading to failure of tools and accidental injuries	All present	Clearly explain to all the importance of safely storing sharp tools Mask items (cover the blade) and store them safely between uses. Store sharp tools in a designated place	

		Count out sharp items and be clear on how many are being used. Count them back in to make sure they're all returned. Young people not allowed to retain their own equipment, sharp items must be handed in and stored under leader supervision and only given out when adult supervision available. Inspect tools before use. Axes should not have loose heads or handles and should align properly. Saws and knives should have securely fitting blades and handles. Carry an axe properly: it should be in your hand with your arm by your side, the axe bit should face forward, and your fingers should be out of the way. Saws and knives should have blades covered/ closed when carrying them. Do not use blunt tools. Tools should be clean and dry and oiled before being put back into storage	
Inappropriate Clothing and PPE – leading to entanglement and injury	All	Don't wear scarves, ties, lanyards, or any loose clothing or jewellery. Tie back long hair to prevent tools from getting caught. Provide sturdy gloves for use when cutting wood using axes and saws. Ensure sturdy, well fitting footwear is worn when using sharp tools. Boots should be worn for axe use. Ensure clothes and footwear are well secured; shoelaces tied, coats done up etc.	
Behaviour or over excitement – risk of	All present	Consider the suitability of the group for this type of activity.	

injuries from mistakes or misuse		Have a section code of conduct to set clear expectations of behaviour. Stress the importance of being responsible when using sharp tools. Cease the use of sharp tools if members of the group are not following the rules.	
Individual needs and preferences – exclusion and lack of alternative provision	Individuals	Make adjustments to the activity to support individual needs Have suitable alternative activities for YP who are not taking part in using sharp tools Inform and consult parents beforehand	
Cutting area – risk of injury	All present	Make sure cutting area is of a safe size and at a safe distance Mark out cutting area using rope or tape Clear ground of trip hazards in cutting area Cutting area to be kept clear and tidy Only designated group to be allowed in cutting area at any one time	
Collecting and handling wood – injuries from wood and wood pile Splinters, puncture wounds, cuts, slips, trips, falls	All	Sturdy gloves provided and to be worn when handling fire wood Sturdy shoes to be worn	

		YP briefed on safety around wood pile in-situ. Supervision at wood pile may be necessary if group does not show sufficient understanding. YP guided on being careful around wood pile and when walking around site, particularly where pallets may have nails in. Wood piles never to be climbed on When carrying wood, only carry what you can easily manage. Work in pairs/ small groups if necessary When breaking wood, be mindful of flying debris. Ensure area is clear	
Injuries – first aid required	All present	Make sure there's a first aid kit and a first aider on hand. Ensure an emergency response system is in place and all Leaders and helpers know what to do. Purple Cards issued and kept to hand	

Saturday 09:30 - 10:30	Team No:		Troop Name:
	Points Awarded	Points Available	Comments
Check-in			
Personal tidiness		5	
Uniform		5	
Menu handed in		5	
Food costs itemised		5	
Equipment packing		5	
Arrival & Pitching			
Management of moving kit		5	
Ability to move equipment to rules		5	
Teamwork		5	
Flagbreak			
On time for flag break		5	
Politeness (no arguing/swearing)		5	
Subtotal		**50**	

Saturday 15:00 Inspection	Team No: Points Awarded	Points Available	Troop Name: Comments
Teamwork - setting up site		5	
Tent(s)			
Positioning		5	
Shape		5	
Doors closeable		5	
Pegging		5	
Dining Shelter			
Positioning		5	
Pegging		5	
Fire & Wood Pile			
Position (& safe distance)		5	
Fire bucket full & close by?		5	
Wood pile 2m+ from fire		5	
Wood pile graded		5	
Sufficient firewood		5	
Wood pile tidy		5	
Storage of Food			
Storage		5	
Tidiness		5	
Kitchen Area			
Clean equipment		5	
Storage of equipment		5	
Safety		5	
Subtotal		**90**	

Saturday 16:30-19:00 Cooking	Team No: Points Awarded	Points Available	Troop Name: Comments
Quality of fire		5	
Starter			
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Main			
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Dessert			
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Analysis			
Menu match		5	
Value for Money		5	
Subtotal		**75**	

Saturday 19:30 Inspection	Team No:		Troop Name:
	Points Awarded	Points Available	Comments
Tents & Dining Shelter			
Tidiness		5	
Cleanliness		5	
Uniforms on hangers		5	
Fire & Wood Pile			
Fire bucket full & close by		5	
Wood pile graded		5	
Sufficient firewood		5	
Wood pile tidy		5	
Storage of Food			
Storage		5	
Tidiness		5	
Cleanliness		5	
Kitchen Area			
Clean equipment		5	
Storage of equipment		5	
Safety		5	
Rubbish secure (bagged)		5	
Camp Gadget			
Complexity of build		5	
Logical & safe position		5	
Stable under load		5	
Usefulness		5	
Appropriate lashings		5	
Lashings secure		5	
Subtotal		**100**	

Saturday 22:30 Lights out Inspection	Team No: Points Awarded	Points Available	Troop Name: Comments
Guy lines		5	
Sod cloths & doors		5	
Items poking out of tent		5	
Site tidy and safe		5	
Quiet tent		5	
Subtotal		**25**	

Sunday 07:00-09:30 Breakfast	Team No: Points Awarded	Points Available	Troop Name: Comments
Quality of fire		5	
Cooked Course			
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Everyone had hot drink		5	
Analysis			
Menu match		5	
Value for Money		5	
Kitchen Area (after cleanup)			
Clean equipment		5	
Storage of equipment		5	
Safety		5	
Rubbish secure (bagged)		5	
Subtotal		**60**	

Sunday 09:30	Team No:		Troop Name:
	Points Awarded	Points Available	Comments
Punctual arrival of team		5	
Personal cleanliness		5	
Well behaved		5	
Subtotal		**15**	

Sunday 10:30-12:30 Cooking	Team No:		Troop Name:
	Points Awarded	Points Available	Comments
Main			
Content: Protein, 2 veg, plus potatoes		5	
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Dessert			
Difficulty		5	
Execution		5	
Taste		5	
Eating together		5	
Analysis			
Menu match		5	
Value for Money		5	
Subtotal		**55**	

Sunday 12:30 Inspection	Team No:		Troop Name:
	Points Awarded	Points Available	Comments
Tent & Dining Shelter			
General condition		5	
Clear of rubbish/litter		5	
Fire & Woodpile			
All wood used		5	
Fire completely out		5	
Camp gadget			
Still in good condition		5	
Gadget regularly used		5	
Kitchen Area			
Clean equipment		5	
Storage of equipment		5	
All food used		5	
Subtotal		**45**	

Sunday 13:00-15:30 Strike Camp	Team No: Points Awarded	Points Available	Troop Name: Comments
Strike			
Tents struck safely		5	
Departure Inspection			
Quality of packing		5	
Site clean		5	
Site condition - no damage		5	
Rubbish secure, disposal arrangements		5	
Cool box/food storage clean		5	
Flagdown			
Uniform on in time		5	
Subtotal		**35**	

Judges Bonuses	Team No: Points Awarded	Points Available	Troop Name: Comments
Bonuses			
Teamwork		5	
Leadership		5	
Discipline		5	
Morale		5	
Attitude		5	
Subtotal (Bonuses)		**25**	

Other subtotals

Saturday 09:30		50
Saturday 15:00 Inspection		90
Saturday 16:30 Cooking		75
Saturday 19:30 Inspection		100
Saturday 22:30 Lights Out		25
Sunday 07:00 Cooking		60
Sunday 09:30 Flagbreak		15
Sunday 10:30 Lunch		55
Sunday 12:30 Inspection		45
Sunday 13:00 Strike Camp		35
Sunday Judges Bonus		25
GRAND TOTAL		575

Judging guidelines	
Tents	
Tent Shape	5/5 = good shape, and all pegs in line with seams, brailing pegs used
Doors closeable	5/5 = Door brailing pegs in right place, door closes securely
Pegging	5/5 = All pegs used, pegs at good angle, secure
Tent/Shelter condition	5/5 = Good, all seams & pegs corrected, good shape, door closes, shelter secure

Food	
Difficulty (mains):	0 = opening a packet 1 = pasta + stir-in sauce 5 = multiple preparation + multiple cooking + presentation effort
Difficulty (breakfast)	0 = only cold breakfast 1 = one cooked element 5 = full english, or equivalent
Execution:	Lose point per preventable failures, eg. burning, under-cooked, spillages. Redemption for inventive compromises. Should be <= Difficulty score
Taste:	Team report on taste (proxy for: are they all eating it?)
Eating together:	5/5 = Look like a team sat down together, eating. 0/5 = Food only grazed upon, as ready, everybody separately.

Wood / fire:	
Sufficient firewood / grading	Strongly suggest they have ample kindling for the morning!

Striking Camp	
Quality of packing	5/5 everything can go back into stores (weather permitting)
Site clean	5/5 = No rubbish, no food spillages
Site condition	5/5 = No damage - eg. no burn patches, holes, broken pegs in ground
Rubbish	5/5 = rubbish secure in bag(s), team knows who will dispose of it.
Cool box / Food container	5/5 = Good enough to go back in stores

Master Scoresheet

TROOP	Team Number	Saturday 09.30-10.30 Movement of kit	Saturday 15.00 site inspection	Saturday 16.30-19.00 Cooking Dinner Judging	Saturday 19.30 inspection	Saturday 22.30 Lights out Inspection	Sunday 07.00-09.30 Cooking Breakfast Judging	Sunday Flag Break 09:30	Sunday 10.30-12.30 Cooking Lunch Judging	Sunday 12.30-13.30 Site Inspection	Sunday 13.00-15.30 Stike Camp Inspection	Judges Bonuses	Total Points
		50	90	75	100	25	60	15	55	45	35	25	575
	1												0
	2												0
	3												0
	4												0
	5												0
	6												0
	7												0
	8												0
	9												0
	10												0
	11												0
	12												0
	13												0
	14												0
	15												0
	16												0

Check-in Check List!

Check OSM details are correct for the team

Allocate team number (which will be the as pitch number)

Collect medical consent form

Collect medicines

Collect team menus

Collect pen knives - check that they are named

Check that Scouts have applied Suncream

Hardy Cup- Tent Pitching Hints and Tips From the Archives

Scout Skills
Information Sheet

Tent Pitching

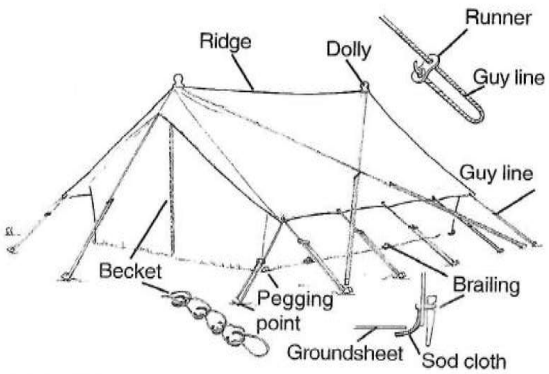
Tents are the most expensive part of camping equipment. A good tent is an investment which, with care, should last many years. In order to ensure that this happens, care needs to be taken when putting up, taking down, and storing tents - not to mention looking after them when they are in use!

There are usually two main purposes for tents in Scouting; firstly, there is the traditional standing Troop camp which normally uses the large, heavyweight patrol tents which sleep up to six people and, secondly, lightweight one, two or three person tents ideal for smaller camps and expeditions where the tents need to be carried in or on rucsacs.

This factsheet looks at how to put up or 'pitch' tents, take them down or 'strike' them, and a few tips about how to care for them.

It is also important to be familiar with the parts of a tent as they may be referred to throughout this sheet. Although the different tents may look as though they all have different parts, they are in fact comprised of many common features — and although they may vary in their size and shape, they all do the same thing.

For identifying the main parts of a tent, a patrol tent has been used as an example.



Note: Valise and flysheet not shown

Guy lines — These may also be known as 'guys' or guy ropes'. A guy line is a single line or rope which comes from a part of the tent which, when the tent is pegged into the ground and when the guy line is pulled tight, creates the familiar tent shape. Badly tensioned lines cause a tent to sag and when raining, pockets of water form which may then drip into the tent. These lines also help to keep the tent down in high winds.

Runner — This is a wooden or plastic bracket that is attached to the guy line, and aids the shortening of the line (and therefore the tightening of the line), more simply than using a sheepshank knot. The guy line goes from the tent, around the peg, and back up to the runner where it is tied off. The runner has a second hole which the line can freely run through, and it is this part which holds the line in position.

Becket — There are several forms of becket, and they are the means by which to close or tie up the door. Some beckets take the shape of a wooden toggle and loop, others consist of a loop passing through an eyelet on the other side of the door.

Pegging point — As the name suggests, this is the place in which you put the tent peg. On a patrol tent, these points are the brailing loops (see opposite) at the bottom of the tent, or at the end of a guy line. On a lightweight hiking tent, the pegging points are rubber bands that are fixed to the tent through a canvas loop that is stitched to the tent. A pegging point is usually at a strong point on a tent such as on a seam line.

Ridge — This is the top of a tent from where the two sides slope away. On a patrol tent this is identified by the top cross pole (also known as the ridge pole). It is important not to put anything between the canvas and this pole, as this will encourage water to seep through at this point.

Flysheet — This is an outer covering layer to the tent. For frame and lightweight tents, the inner tent is a very light, breathable cotton layer, and so needs this waterproof layer to protect it from wind and rain. The flysheet is, therefore, made from a heavier material than the inner. There are a few patrol tents that use a flysheet, though many do not.

Sod cloth — This is a piece of sacking type material that is attached to the bottom of a patrol tent and is tucked under the groundsheet to provide a method of preventing the groundsheet from creeping outside the bottom of the tent or allowing rain water to get inside and soak any equipment and personal kit that may be inside.

Groundsheet — This is made of a heavy waterproof material that is put onto the ground inside the tent and, in effect, becomes the floor of the tent. It stops damp and water from getting into the tent from the ground and also provides protection from any insects that may be lurking in the grass or on the ground. Some tents have these sewn into the inner tent, stopping the need for a sod cloth (as above). On many lightweight tents the sewn-in groundsheet may not be of a heavy quality, and may benefit from having a better groundsheet laid underneath it.

Valise — This is the bag that the tent is stored in. These vary in size, but it is worth practising folding up the tent before going away, to check that your tent does actually fit inside!

Dolly — This is a wooden post that goes on top of an upright pole; attached to it are long guy lines which are used to hold the main body of the tent up. These lines are also known as storm guys, as they take the strain in high winds.

Brailings — The brailings are small loops at the bottom edge of a patrol tent. They are used to peg the vertical walls to the ground, so the wind and rain don't blow through, and the rain can then run down to the ground.

Tricks of the trade

- Loosen all guy lines at night, as when the morning dew dries it will tighten them.
- All guy lines should also be loosened if rain is imminent as this will cause shrinkage to the canvas or tent material. Failure to slacken them could drag pegs out of the ground, ropes could be broken or, worse, tent material torn.
- Sagging canvas causes undue strain and can cause the tent to 'flap about' in the wind. Even the best pitched tent will sag eventually! Therefore, ensure that the guy lines are tightened periodically to prevent this. However, guy lines should not be too tight as this can also put unnecessary strain on the tent material. The guy line tension should be equal all round and sufficient to stop the tent flapping about too much in the wind.
- Close doors before pegging out - this way the tent will look like it is supposed to, and won't put lots of pressure on the door when it comes to close it up.
- With the exception of corner guys and storm guys, always peg out the guy lines straight from the tent, usually in the direction of the seam line.
- Tying up guy lines before putting the tent away makes it easier to put up next time as it prevents them from tangling.
- If staying on the same site for some time, move the tents occasionally to let the grass recover.

Scout Skills
Teach Yourself

Tent Pitching

When practising tent pitching it is a good idea to not only have someone with experience to help but also to provide another pair of hands! Pitching most tents, particularly patrol type tents, on your own is very difficult indeed!

Time

This will depend upon how many different types of tent you are able to have a go at putting up. You should allow at least an hour, with help, for something like a patrol type tent, and time must also be allowed for taking it down and packing away. A lightweight tent will probably take about half an hour for a first attempt.

Equipment

Again this will depend on your choice of tent, but if possible, try to get an example of a patrol or ridge tent and a lightweight tent. These should be 'complete' and include the canvas, poles, pegs, groundsheet, flysheet, and a mallet per person.

Learning all about it

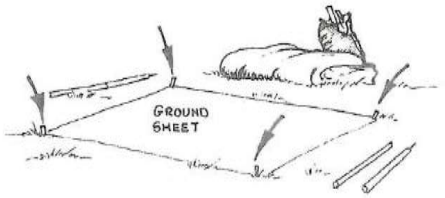
You will need to have read the Information Sheet, particularly the section on the parts of a tent as these may be referred to for the purposes of pitching tents.

The aim is to be able to pitch a tent so that all fabric is taut and the guy lines are in line, providing you with a dry, windproof and comfortable habitat for the length of your stay at camp. It should also be done efficiently and in the quickest possible time to alleviate the possibility of bad weather hindering your efforts!

There are many different designs of tent and here we have outlined a step by step approach for two tents; a patrol type or ridge tent and a simple lightweight tent. However, there may be variations in the way that other tents are put up and so it is always important to read any instructions issued by the manufacturers of your particular tent.

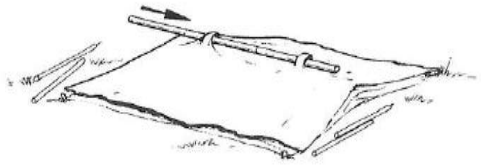
Patrol type or ridge tents

1. Find a suitable piece of ground — that is, flat and with no sharp objects sticking out. Remember, what might look like a small and insignificant bump beforehand, might be a lot more uncomfortable when you're trying to sleep on it! You will also need to ensure that the door of the tent doesn't face the prevailing wind.
2. Empty the valise or bag of the tent and its parts. Lay them out so that you can see what the tent consists of.
3. Lay out the groundsheet in the intended position of the tent and put a peg in the ground at each of the four corners. (See 'Tent Pegs' section).

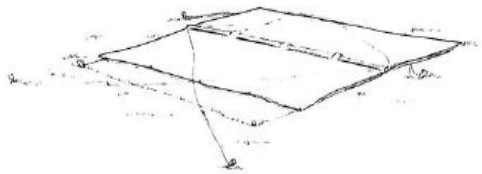


4. Open out the tent on the ground with the inside uppermost. Assemble the ridge and

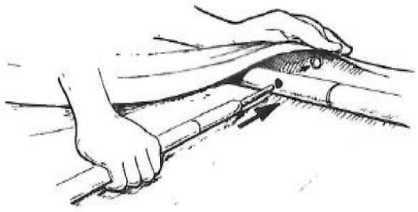
upright poles and feed the ridge pole through all the loops attached to the ridge of the tent. Take care not to stand on the canvas whilst you are doing this and be careful not to damage the canvas with the ridge pole. One way to ensure this is to lie on the canvas and feed the ridge through gently.



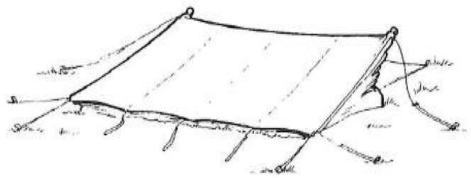
5. Put in four large pegs for the main guy lines. Do not put the pegs in too deeply at this stage as they will probably have to be moved later.



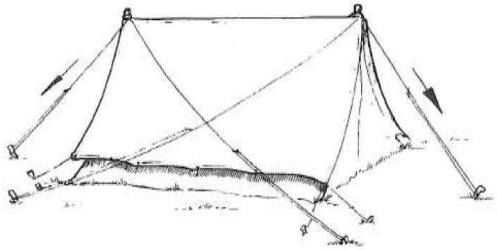
6. Place the spikes on the upright poles through the holes in the ridge pole and corresponding eyelets in the ridge of the tent. Again, care must be taken to avoid damaging the canvas. Once this is done the tent can be folded over along the ridge.



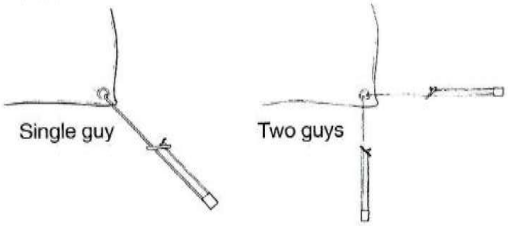
7. Attach the main guy lines to the previously placed pegs and put the dollies, attached to the storm guys, over the spikes of the upright poles. It might be necessary to reposition the pegs.



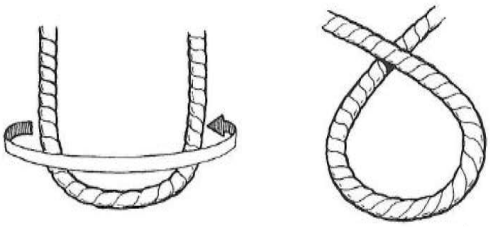
8. With help, stand the tent upright, raising both of the uprights together to avoid bending the spikes. Hold the uprights until the main guy lines have been tightened. The tent should now be upright but rather unsteady. Ensure that the doors of the tent are laced or tied up. Peg out the door and corner brailings.



9. Peg out the other guy lines, corner ones first. Generally, if a corner has one guy rope it is pitched at 135 degrees or, if it has two, they are pitched at 90 degrees. The pegs should be placed so that the runner, when the guy line is taut, is about one-third of the way up from the peg. The side guy line pegs should be in a line parallel with the ridge pole and the guy lines following the tent seams.



10. Loop and peg out all the brailings (the small loops on the bottom of the tent) to keep the tent walls straight. The brailings should be looped before attaching to the peg as this helps to prevent them from slipping off the pegs.



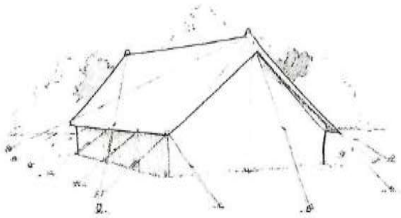
At this point you may need to adjust the main guy lines; check that the poles are upright and adjust by slackening the guy lines. Do not move the poles when the guy lines are tight.

As there is a ridge pole and four main guy lines, the tent can be 'storm set' to provide protection against bad weather. The main guys are extended diagonally backwards, crossing over each other. The main guy line pegs may need to be moved.

If a tent looks well pitched with everything neatly in line and nothing sagging - then it probably is well pitched!

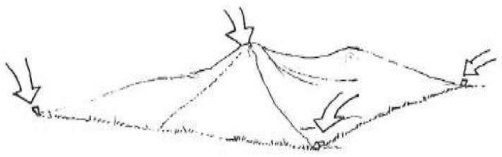
Flysheet

If the tent has a flysheet you will now need to remove the main guy lines, fit the additional ridge pole on top of the spacers (used to lift the additional ridge pole away from the original one) and place the flysheet over the top. The main guy lines can now be replaced and the flysheet pegged out with a separate set of pegs, in the same manner as the tent itself. This should be about 15cm above the tent so that it does not touch.



Lightweight tents

1. Find a suitable piece of ground - flat, and with no sharp objects sticking out.
2. Empty the bag or valise of the tent and all its parts and lay them out so that you can see what the tent consists of.
3. Open out the tent and peg out the groundsheet. Keeping it taut, insert the pegs through the rubber loops at the same time as stretching them. Ensure that the door of the tent is closed. Metal pegs can sometimes be pushed in by hand, but the same rules apply as for wooden pegs - 45 degrees to the ground and 90 degrees to the loop.
4. Assemble the metal poles (these are often sprung together to save having to sort them out each time!) and either a) insert a central pole or b) hang the loop at the apex of the tent from the hook on the 'A' poles or c) hang the tent from the ridge pole.



5. Peg out all the remaining loops around the base of the tent and guy lines, if applicable. Remember that the loops should be stretched in line with the seams of the tent. The tent should then be upright and free of creases.
6. Place the flysheet over the poles of the tent to form an outer 'shell'. Take care not to damage the flysheet, and make sure that it does not touch the inner tent.

Packing tents away

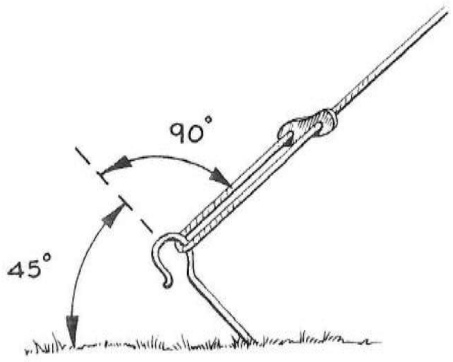
In general, a tent is 'struck' or taken down in the reverse way to which it was put up. However, there are a few useful tips to consider:

- Take up the groundsheet first, remove it from the tent and turn it upside down to dry off the underside. Remove grass and dirt before storing.
- When removing tent pegs, gently tap them backwards and forwards to loosen them. Do not hit them on their flat sides as they may split or break.
- After removing pegs from the ground, scrape the dirt and soil from them and dry them off.
- Each tent is different but usually folds into two or three sections and then is rolled before putting into the valise.

Try not to pack up a wet or damp tent. However, if it cannot be avoided, make certain that it is unpacked and thoroughly dried as soon as possible. Wet and damp canvas, guy lines and brailing loops are soon affected by mildew and then rot.

Tent Pegs

- The correct way to peg out guy lines gives maximum grip and an even strain on the tent material.
- Wooden pegs should be put in the ground using a wooden mallet, and metal pegs with a rubber mallet.
- A tent peg is at the correct depth when the notch just keeps the guy line off the ground.
- Pegs should go into the ground at an angle of 45 degrees and the guy ropes should pull on them at an angle of 90 degrees.



- If pegs will not hold in loose soil such as sand or snow, they can be made more secure by 'holdfasts' such as rocks or logs around the guy line. These can also be buried in the ground for extra security. Trees can also be used, as can more than one peg for each guy line.

Can you do it?

When you feel happy about pitching and striking tents, check how you are doing and see which of the following you can tick off:

- Name the main parts of a tent [ ]
- List the factors to be considered in caring for tents [ ]
- Pitch a patrol type tent in calm weather [ ]
- Pitch a patrol type tent in wet and windy weather [ ]
- Pitch a lightweight tent in calm weather [ ]
- Pitch a lightweight tent in wet and windy weather [ ]

So you want to know more?

Try pitching different types of tent (for example, frame tent, tunnel tent, bell tent) - the basic principles for pitching them will be the same.

Learn how to repair damaged tents.

Your notes on this session

- Always practise pitching and striking a tent at home or at the Troop headquarters - never let the first time be at camp. It won't be the best place to learn if it's wet, windy or dark!

Care of tents

- Always scrape tent pegs of mud before putting them away - even if they are being put into a separate bag, the mud will dry, fall off and leave the pegs dusty.
- Never let anything (or anyone!) rub against the inside of a tent in the rain as water will seep through the canvas.
- Never walk over the canvas of a tent when pitching or striking it as this will not only potentially damage the canvas but it will also affect the waterproofing.
- A badly erected tent causes damage to the canvas as does careless folding and packing.
- Nylon ropes and guy lines need to be checked for wear and tear caused by friction.
- Never wear shoes inside a lightweight tent.
- Particularly with lightweight tents, always store the tent complete with its poles and the correct number of pegs, ready for immediate use.
- It is vital to ensure that any tent is completely dry before storing it. Any dampness will cause the material and guy lines to rot.

Further information and resources

Speak with other Leaders with experience of camping and also a Quartermaster, who may be able to give you some hints and tips on types of tents, pitching and striking tents and how to care for them.

These books and resources may also help:

Cub Camps and Pack Holidays
Enjoy Camping
Scout Camping
The Fun of Scouting

SCOUTING Magazine Training Chart SP6 on tents.