Title	**Demonstrate knowledge of and plan EOTC activities in an outdoor setting**		
Level	**4**	**Credits**	**15**

Purpose	People credited with this unit standard are able to: demonstrate knowledge of the organisation's EOTC activity procedures and responsibility structures; plan and prepare EOTC activities; and plan for risk and safety management of an EOTC activity.

Classification	Outdoor Recreation > Outdoor Education Outside The Classroom (EOTC) Leadership

Available grade	Achieved

This unit standard is expiring

Guidance Information

1 All learning and assessment against this standard must be carried out in accordance with the following:
- relevant legislation including Health and Safety at Work Act 2015, Human Rights Act 1993, Vulnerable Children Act 2014, The Health and Safety at Work (Adventure Activities) Regulations 2016;
- *The New Zealand Curriculum* and/or *Te Marautanga o Aotearoa*; EOTC Guidelines – Bringing the Curriculum Alive 2016;
- industry Codes of Conduct, the Outdoor Safety Code and 'Leave No Trace' principles;
- a recognised and approved safety management system including organisational policies and procedures including Emergency Action Plans (EAPs), Standard Operating Procedures (SOPs), incident response management plans and the use of personal protective equipment (PPE);
- current industry good practice.

2 Definitions
Current industry good practice means the range of actions currently accepted within the adventure and outdoor sector to manage the risk of harm to staff, participants and visitors.
EOTC means Education Outside The Classroom and, for the purposes of this unit standard, must be undertaken within an outdoor setting.
EOTC activity means a single activity, such as a rocky shore or geography field trip.
Wellbeing refers to health, behavioural and/or cultural needs of the participants.

3 Further information regarding industry guidelines, key definitions and other relevant information can be found within the Education Outside The Classroom (EOTC) programme guidance document. This document should be consulted when developing learning or assessment against this unit standard. It can be found at www.skillsactive.org.nz.

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Outcomes and performance criteria

Outcome 1

Demonstrate knowledge of the organisation's EOTC activity procedures and responsibility structures.

Performance criteria

1.1 Describe the EOTC activity planning procedures of the organisation.

1.2 Explain the organisation's EOTC roles and responsibilities structure.

1.3 Explain organisation's emergency and first aid procedures.

1.4 Explain the characteristics of children and young people in an emergency situation and how this might influence the implementation of the emergency procedures.

Outcome 2

Plan and prepare EOTC activities.

Range minimum of two activities that are different in content or activity and location.

Performance criteria

2.1 Apply the organisation's EOTC activity planning procedures.

Range must include but is not limited to – parental consent, student wellbeing information, and school approval.

2.2 Select suitable location or venue in terms of learning outcomes, cost and time frames.

2.3 Create lesson plans for EOTC activities.

Range learning outcomes, what parts of the curriculum it relates to, time frames, sequence, progressions, learner engagement strategies, transport logistics, gear list for participants, contingency plan.

2.4 Plan for contingencies for potential changes in weather that could affect the planned EOTC activity.

2.5 Plan evaluation of EOTC activities to determine if intended learning outcomes have been met.

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Outcome 3

Plan for risk and safety management of an EOTC activity.

Range minimum of two activities that are different in content or activity and location.

Performance criteria

3.1 Select and communicate safety management procedures relevant to the activity, people and location.

3.2 Select suitable activity location for the group with an awareness of any specific hazards and risk management strategies.

Range includes – any structures, facilities and fixed equipment in relation to people and environment.

3.3 Select group safety gear for an EOTC activity.

Range includes – organisation's gear requirements, emergency contact details and phone numbers.

3.4 Select communication device/s appropriate for location and activity.

This unit standard is expiring. Assessment against the standard must take place by the last date for assessment set out below.

Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	30 August 2018	31 December 2026
Review	2	18 December 2025	31 December 2026

Consent and Moderation Requirements (CMR) reference	0099

This CMR can be accessed at http://www.nzqa.govt.nz/framework/search/index.do.

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