Title	**Design, manage and evaluate an EOTC programme in outdoor settings**		
Level	**6**	**Credits**	**15**

Purpose	People credited with this unit standard are able to: design an EOTC programme; manage an EOTC programme; manage, coordinate and review an emergency situation from base; and evaluate the EOTC programme and implement recommendations.

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

Available grade	Achieved

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 and Human Rights Act 1993, Vulnerable Children's Act 2014 and 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 Evidence towards Outcome 3 can be collected under simulated conditions.

3 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.
EOTC event is an event that involves multiple groups and activities, such as a sports tournament, stage challenge, or outdoor education camp.

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EOTC programme is a programme of EOTC events and activities that extends over a term or year and involves a class or classes.

4 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.

Outcomes and performance criteria

Outcome 1

Design an EOTC programme.

Performance criteria

1.1 Design EOTC programme outcomes and content in accordance with key considerations including essential progressions and sequencing of content.

Range key considerations include but are not limited to – each year level, student needs, the outdoors context(s), and links to *The New Zealand Curriculum* and/or *Te Marautanga o Aotearoa* curriculum document.

1.2 Determine the staffing competencies required across the full EOTC programme.

1.3 Identify areas where individual learning and development, recruitment, or engagement of external providers is required to ensure staff meet the identified competency requirements.

1.4 Develop programme logistics.

Range includes – guidance on supervision structures, a calendar of events and related resources, planning for post-event feedback.

Outcome 2

Manage an EOTC programme.

Performance criteria

2.1 Oversee the implementation of the calendar of EOTC events within the annual EOTC programme, and manage changes and adaptations to the programme, as required.

2.2 Appoint a Person in Charge for the various events in the programme in alignment with the established competencies for that role and event.

2.3 Oversee and support the Person in Charge to ensure student needs and capabilities are considered in event design and implementation.

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2.4 Oversee and support the Person in Charge to plan for briefings and monitoring of roles, responsibilities and relevant procedures for activity leaders and assistants for each event.

Outcome 3

Manage, coordinate and review an emergency situation from base.

Performance criteria

3.1 Manage the implementation of emergency response systems and processes from base.

3.2 Coordinate the review and analysis of an incident and the response made, and communicate the learnings to key stakeholders.

Range stakeholders include – school community; and
may include – any relevant professional body.

3.3 Coordinate the implementation of recommendations from the situation or incident.

Outcome 4

Evaluate the EOTC programme and implement recommendations.

Performance criteria

4.1 Analyse feedback from stakeholders on events within the EOTC programme.

Range stakeholders include – leaders and assistants, any external providers, parents, students.

4.2 Evaluate the success of the EOTC programme against identified learning outcomes and curriculum links, and identify areas for improvement and refinement.

4.3 Implement identified recommendations from the evaluation of the EOTC programme.

This unit standard is expiring

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

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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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