

## Group Day Assessment Guidance

My best advice for this module is – don't apply to do it 2 unless you are 100% familiar with each of the venues on your list and are ready to organise the entire activity, including a group, for the hardest one of these venues. I can offer help and guidance on your readiness before being booked, but after that I am limited in what my input can be by the requirements on me as a Trainer/Assessor.

### What I need to see

In addition to the usual request for a copy of your logbook and previous assessment reports, I will need to see detailed venue notes for all the sites you wish to have listed on your LCMLA certificate. There is a specific guidance document I have produced that you can read relating to these notes.

I need to see your list of intended sites is so that I can be sure that you are picking a venue to do your group day in that is representative of the harder sites on your list. Go too easy, and I can't give you harder sites without another practical assessment (at your cost). These judgements are for you to make and are part of the assessment process. You should not choose an easy venue with an easy group unless it is the only venue you wish to have on your certificate.

### What you need to arrange

Everything. You are in charge of organising your group, equipment and trip plan as you would expect. The administration of the day must also be entirely yours.

- You will need to ensure you have collected medical and risk declarations (or your employer has).
- You will need to ensure that insurance cover is in place (via an employer is fine).
- You will need to ensure that all first aid, overdue response and risk assessing is in place so that you are valid and insured for this group day.

No insurance cover, equipment or administration will be arranged by your assessor for this assessment. You must arrange this yourself. That said, I am more than happy to help with this if required. Please have a conversation with me at the time of booking if you think you will struggle with something.

You may choose to arrange an assistant. Their conduct and safety are your responsibility. NB if the assistant messes up or puts someone at risk, you fail because of it. Choose well and have a practice run.

### What to expect on assessment day

I will usually see your entire interaction with a group, from meeting to waving off.

I'll need you to factor in time for a chat before the group arrive and for a debrief after the trip.

You can introduce me as you see fit, either as an assessor or an observer. Do whatever puts you more at ease but you should make sure the group leader or visiting staff members are at least aware of the assessment.

I will interact with your group, as nothing is more off-putting than a random guy watching with a notepad in silence. I will not however take on the role of assistant and entertainer while you are occupied.

**If I need to step in on the grounds of safety during the assessment trip, you will have failed the assessment. If you cannot prevent something from occurring that I can by intervening, you will not have effectively safeguarded the group and you will fail the module. If this occurs, I may ask you to end the trip or assume the lead myself.**

Think of this assessment like a driving test. Minor faults might be inaccurate history or geology, forgetting a survey etc... Major faults are safety issues like not spotting a harness is not doubled back at the buckle, or having me intervene to stop a dangerous occurrence that you should have been in a position to prevent.

Minor faults become coaching points in my debrief (unless a vast number are made).

Major faults are all grounds for failure.

A deferral may come if the trip was safe but did not give me enough evidence to pass you. These are rare.