**GLASGOW HF OUTDOOR CLUB**

**ARRANGEMENTS FOR WEEKENDS AWAY**

*This revised policy was approved at the committee meeting on 12 November 2024*

This information is also available in the “About Us” section on our HF Meetup webpage :

<https://www.meetup.com/glasgow-hf-outdoor-club/>

**Definitions**

*Weekends away secretary*

The member of the club committee responsible for organising the club weekends away programme each year on behalf of the committee

*Weekend away organiser*

The committee/leadership team member who has agreed to organise/administer a particular weekend away

*Walk organiser*

The member of our leadership team responsible for organising a particular walk

*Late back monitor*

Someone not attending the walk who the walk organiser has arranged to contact to confirm that everyone in the party is safely returned; or if there likely to be a late return, been any accident or illness on the hill requiring assistance. The monitor is empowered to use their judgement as to whether or when to call the emergency services.

**General**

These arrangements for weekends away should be read in conjunction with our general safety policy document and our code of conduct “Respecting Others”.

**Arranging locations and accommodation**

1. The weekends away secretary in liaison with the committee will select a primary venue for each major club weekend away during the year (usually a hostel).

1. Usually attendees will book their own accommodation at that venue or elsewhere.
2. Occasionally, where accommodation is very limited, the weekends away secretary will block book accommodation and then charge attendees for reserving beds.
3. The weekends away secretary/committee will arrange a weekend organiser to oversee/administer each weekend away (a member of our committee or leadership team).
4. Ideally the weekend organiser will stay at the main accommodation.

**Organisation of club walks**

1. The weekend organiser is the main point of contact for any walks arranged at that weekend.

The weekend organiser should be informed by the start of the weekend of

* 1. Any proposed club walks (and changes to them during the weekend)
	2. any high level walks (grade A or B) planned by others
1. The organiser of a particular weekend away will liaise in advance with those of our leadership team attending the weekend to arrange a programme of “official” club walks and ensure they are posted on the HF Meetup website: there will be a variety of walks at different levels each day of the weekend to cater safely with the numbers and experience of those attending.
2. The programme of official club walks may change due to circumstances during the weekend itself (e.g. on account of the weather, or tiredness on the second day after a first hard day) and other club walks may be substituted at the walk organiser’s discretion. These changes will be communicated to those attending the weekend and the late back monitor by whatever means possible.
3. Other club walks may be arranged informally at the weekend: they are deemed to be club walks if they comply with all aspects of our safety policy, including:
	1. The walk organiser is one of our leadership team
	2. There is a minimum of three on the walk
	3. A late back monitor has been arranged and given in advance a physical or digital route card
	4. Those attending the weekend are made aware in advance of the proposed walks by some means (e.g. at the general meeting(s))
4. Any walks undertaken by members on a weekend away not complying with these criteria are not considered club walks and the club accepts no responsibility for them. Members should note that they would be very unlikely to be able to make a successful liability claim against the club in the event of an accident in those circumstances.
5. All club walks, whether “official’ or informal, are in principle open to any member attending the weekend, subject to the usual fitness, experience and safety considerations.
6. The organiser of a club weekend will arrange a general meeting of all attendees on the evening of the day of arrival (and if necessary on subsequent evenings):
	1. to discuss and plan together with individual walk organisers all the proposed walks for the weekend (including what each walk involves and the weather prospects)
	2. Collectively decide who is doing which walk taking into account safe numbers for each walk and the experience of participants
	3. include a general safety briefing and if possible a copy of the weather forecast for the weekend.
	4. Discuss car sharing to the start points of the walks
7. Members not staying at the main accommodation or arriving late and thus not able to attend the general meeting should liaise in advance directly with the relevant walk organisers regarding arrangements for joining their walks.
8. Members who have signed up for a walk should let the walk organiser know in advance if they decide not to do it (and if at all possible change their RSVP on Meetup to ‘not going’).

**Walking alone**

1. We strongly discourage anyone from walking alone since then there is no help immediately at hand in the event of an injury, serious accident or medical emergency.
2. We recommend anyone who does nevertheless choose to walk alone against our advice should carry some form of satellite locator beacon or tracking device (such as the Zoleo, Garmin Inreach mini2 or Motorola Defy Satellite Link messaging/SOS devices) – for more information see https://www.mountaineering.scot/safety-and-skills/essential-skills/mountain-rescue/calling-for-help

**Social, sight-seeing or other non-walking activities**

1. Attendees are free to arrange their own social, sight-seeing or other non-walking activities on club weekend if they wish. However, by some means, they should let the weekend organiser (or another responsible person not attending the particular activity) know their plans.