

# Gwentrek Participant

## Information Pack

This information pack should give you the headline information you need before joining us for Gwentrek as a Participant Unit Leader.

### Overview of Gwentrek 2025

- Location: St Arvans Memorial Hall, please see **Arrival & Departure Plan** for parking information.
- On Friday night, scouts (GT and GT+) will camp together in groups, a dedicated area for your group will be marked out in the field, this has been sized based on your booking numbers. Explorers will have their own pitches.
- On Saturday night we are using a remote site for Explorers, if you are an Explorer leader and want to visit your unit, please check in at main event reception first.
- GT+ camp away from their groups on the Saturday night, but within the main event site, and will be supervised by the Event Leadership Team. Leaders are not to enter this area unless accompanied by an event volunteer.
- Arrival is 18:00 onwards for leaders (and their children), 18:30 for everyone else, when telling parents / guardians drop off times, please ensure a leader is on site first (so if you can't get there until 19:00, tell parents from 19:30).
- Pickup will be around 14:30 on the Sunday, the carpark will be open from 14:00 (not earlier as the traffic team will be sweeping the route).

### Checking in

- **Leaders:** Once parked, please check-in at the reception desk and confirm you are on site. Until confirmed we will hold participants in a waiting area. If your leader is not able to attend before 1830, please inform parents to drop off later, once leaders are on site.
- **Explorers:** Explorers should check in individually at the reception desk. Once your team (or most of it) is onsite, you will be shown your pitch for the night. Every Explorer must check in individually. Please hand your nights away passport over at scrutineering.
- **Scouts:** Scouts will be dropped off in the 'drop and go' carpark, marshals will ensure they safely leave the area via designated routes, where they will either be held, or directed to their site. Once all Scouts are on site for the group, a leader should come to the reception desk and book in all Scouts, including any updates on non-attending participants or leaders.

**Note:** once a group / individual is checked in, they must not leave the site / event. If someone needs to leave during the weekend, they must be 'booked out' via reception.

### Catering and Accommodation

It is the responsibility of each unit to provide its own tent accommodation and catering.

Please remember that the spirit of the event is lightweight expedition, so we encourage as many young people to cook their own meals as possible.

Please note: Pitches are allocated against how many are attending with that unit and allow for one event shelter per 10 People.

## Event Leadership Team

An event of this scale requires a large team of volunteers to deliver; over the weekend more than 40 volunteers will be helping to make this a safe and enjoyable weekend.

The core team includes:

- Keith Fernandez, Event Lead
- Dylan Murray; Deputy Event Lead
- Peter Sheppard; Safety Lead
- Alex Hawkins, Routes Lead
- Gareth Haywood; Site Manager
- Tom Llewellyn; Competition Lead
- Ellie Fordham: Volunteering Coordinator

We have different hi-vis colours to make it easy to find who you need.

Event & Safety Lead	Competition Team	Site Team	Welfare	Volunteer Support
				
In charge of running the event and safety of all volunteers and participants	Responsible for the competition elements and scoring	Responsible for site layout, on site services and traffic	Responsible for welfare of volunteers and participants	Supporting the leads and manning Road Crossings and checkpoint
Located in Control	Mainly in registration area	Around the site	Around the camping area & registration	Various location
Any Safety Safeguarding or general issues	Any questions on scoring or expedition challenges	Any campsite questions	Non-competitive support / questions	Any support enquiries, generally able to contact leads

**As a Leadership Team we want to take this opportunity to thank all the volunteers who make Gwentrek possible, by giving up your weekend, you allow Young People from across the communities of Gwent to participate in Gwentrek. Having fun, making memories and learning all important Skills For Life. We couldn't do it without you. Thank you for all you do.**

### Contacting the Event Leadership Team

- The main event reception will be manned throughout the event. In the event there is nobody present (e.g. overnight), instructions of how to find the designated contact will be available.
- Across the weekend, the event volunteers use radio communication, if you can reach a volunteer (e.g. at a Checkpoint or Road Crossing) they will be able to contact Event Control and/or the Event Leadership Team
- We will have a WhatsApp community for updates, please join (and share with all adults, no Young People please). This is already live and can be joined here: <https://chat.whatsapp.com/BPnvdNimfn55OWl2kb9Wi1>
- There is separate WhatsApp group for Event Volunteers, this has multiple channels as volunteers are allocated, we will invite you to the relevant channel / group.
- In an emergency the event team can be contacted on 07900 166620. Please note this is not to be used as part of your in-touch process, but for emergencies during the event.

# Safety & Safeguarding

## Risk Assessment & Incident Management

Like all Scout Activities, everything at Gwentrek that is centrally delivered and managed by the Event Leadership Team has been risk assessed in line with POR chapter 7. If you would like to read any of the risk management documents, you are more than welcome, please drop us an email.

However, we remind you that your Leader In Charge is still responsible for the safety of the Young People in their care and responsible for risk assessing the activities they are leading, for example travel, camping and catering.

In the case of an incident during the event, please contact the team using the details above. There are volunteers dedicated to supporting groups who need additional support.

## Nights Away Notification

It is the responsibility of the individual group booking leads to ensure the appropriate Nights Away Notification has been completed. All permit holders must hold a minimum Campsite Permit (water and toilets are provided) and a NAN must be submitted to your relevant Lead Volunteer with a **minimum 7 days' notice**.

Please remember that young people using Nights Away Passports also require an approved NAN. Any group / unit without an approved NAN will not be eligible to participate.

The Event Leadership Team will confirm that they are in place with your local lead volunteer prior to check in. Failure to have an approved NAN in place will result in the unit not being allowed to participate.

## Dogs

If your unit are planning on bringing a dog, please contact the Event leadership Team prior to the event.

Please note: any dogs need to be kept on a lead when on-site, must be with an adult and must have a suitable risk assessment in place.

## Alcohol

Gwentrek is a 'dry event' however, please remember the Green Card rules, and you will need to be up early the next day. Anyone caught drinking on-site will be asked to leave immediately.

## Smoking & Vaping

Smoking and Vaping on-site and in the vicinity of Young People is strictly prohibited, if you wish to smoke or vape you must do so off site and out of sight of Young People.

## Competition

With the booking information a full breakdown of scoring is shared. While the weekend is competitive, we want it to be enjoyable. The team will be transparent with scoring and all scores are captured and retained for the event

As the levels increase, the expedition skills elements increase in weighting, making it less about the walking and more around the overall skills

Competition Format	Gwentrek Arrive Friday Night 2 x 1 day hike with skills challenge on Saturday evening	Gwentrek + Arrive Friday Night Competition starts Saturday AM on departure and ends Sunday PM on return	Gwentrek X Competition starts on check in Friday evening and ends on Sunday PM on return
Distance	Saturday: 14km to 16km Sunday: 8km to 10km	Saturday: 14km to 16km Sunday: 8km to 10km	Saturday: 18km to 20km Sunday: 12km to 14km
Competition Support	Adult Leader Accompanied Camping with Scout team(s)	Independent	Independent
Camping	Friday: In Scout team(s) Saturday: In Scout team(s)	Friday: In Scout team(s) Saturday: Separate area in basecamp	Friday: Separate area in basecamp Saturday: Remote Site
Kit to be carried on hike	Day Kit Only	Full Kit, with the exception of the tent, cooking equipment and fuel, which are left in a controlled area	Full kit for weekend

Skill	Gwentrek	Gwentrek+	Gwentrek X
Saturday Navigation	200	200	250
Sunday Navigation	100	100	150
<b>Navigation Element</b>	<b>300 (75%)</b>	<b>300 (66%)</b>	<b>400 (62%)</b>
Route & Safety check	50	50	50
Cooking (evening )		50	50
Campcraft (Fri Night)			50
Campcraft (Sat Night)		50	50
Route cards			50
Expedition Skills	50		
<b>Expedition Skills Element</b>	<b>100 (25%)</b>	<b>150 (33%)</b>	<b>250 (38%)</b>
<b>Total</b>	<b>400</b>	<b>450</b>	<b>650</b>

So that you can prepare your teams, the following guidance is issued (refer to the entry level in each section). Full breakdown of the scoring and any penalties can be found in the competition scoring guide

### Navigation (all)

All booking leads should have received routes and route cards. Teams must:

- Plan their own routes and be able to describe them to the scrutineer / safety team
- Calculate their travel time for each leg of the route (Start / CP to CP / Finish) and enter it into the booking system in advance of the event
- Will be scored on how accurately they keep to the time for each leg (note each leg is treated separately)

For Planning purposes, the maximum planned time for the entire route is 8hrs.

### Route Safety Check (all)

Before departing, each team will meet with a scrutineer, as well as assessing the team knowledge and skills, they will be undertaking a safety review of the team's capability and equipment. The level or detail varies by competition level

Teams should be able to:

- Describe their route, features and key navigation points
- Demonstrate knowledge of navigation skills and emergency procedures
- Carry minimum personal and group safety equipment

Any team failing this check will be referred to the safety team before being allowed out on the route.

### Cooking (GT+ / GTx)

On Saturday night, the teams' meals will be assessed. This includes:

- Quality and balance of meals
- Ability to cook
- Use of equipment

Bonus points are on offer for 'flair' or 'uniqueness' of food or presentation

### Campcraft (GT+ / GTx)

On unaccompanied pitches, teams will be assessed on how well they maintain and look after their site. This includes leaving 'no trace' on departure. Common areas that cause deductions are:

- Kit being left out to blow around, get lost or wet
- Poorly pitched tents that result in wet kit
- Food scraps left on ground
- Sweet / food wrappers

### Expedition Skills (GT)

As GT teams will be camping with leaders, they will participate in 2 managed challenges, these will involve

- Using a cooker to make a hot drink
- Completing a 1st Aid incident

In both situations it is expected that the team can complete them unaided by adults, where assistance / guidance is required, the scorer will provide support, points may be deducted depending on the level of intervention.

### Route Cards (GTx)

Explorer teams are also scored on the quality of their route cards and traces. They are reviewed for:

- Accuracy
- Completeness
- Clarity
- Readability

## Volunteering

To be able to deliver a successful safe event, we need help from unit volunteers who are not leading a walking team to run checkpoints and road crossings during the day. If you have additional volunteers in your unit / section, please indicate this on your booking.

Those helping during the day will receive a full briefing on the weekend, but please share the information below with them so they know what they will need to bring with them.

### Road Crossings (RC)

**When:** Saturday & Sunday, Various Times

**Where:** Various locations

**Briefing(s):** Friday 21:30 (for those on site), Saturday 0900 (except those on early RC), Sunday 0900 (except those on early RC)

**Requirements:** To manage the safe crossing of teams at the appropriate location, record which teams have passed.

*Note many Road Crossings may be open for 3 to 4 hrs*

**Team:** 2 or 3 per crossing

#### Equipment

- Provided; Hi Vis jacket, Team list, pen, hand-held radio
- To bring: To bring: Appropriate clothing for all weathers (even an umbrella) and sensible shoes. A drink, packed lunch & snacks. We also recommend a chair, book or other activity to occupy the time.

**Note:** For most Road Crossings it is possible to drive, or we can arrange transport to / from the locations. You could be in position for several hours, please prepare accordingly.

### Checkpoint (CP)

**When:** Saturday & Sunday, Various Times

**Where:** Various locations

**Briefing:** Friday 21:30 (for those on site), Saturday 09:00 (except those on early RC), Sunday 09:00 (except those on early RC)

**Requirements:** To record teams in / out of checkpoints at accurate times, provide water refill, check on welfare of participants and support 'collection' of participants or kit (via Thunderbird). Note; many checkpoints may be open for 3 to 4 hrs

**Team:** 2 or 3 per checkpoint

#### Equipment:

- Provided; Hi Vis jacket, Team list, pen, hand-held radio, Water Carriers
- To bring: Appropriate clothing for all weathers (even an umbrella) and sensible shoes. A drink, packed lunch & snacks. We also recommend a chair, book or other activity to occupy the time.

**Note:** For most Checkpoints it is possible to drive, or we can arrange transport to / from the locations. You could be in position for several hours, please prepare accordingly.

# Booking information

Please ensure the booking system is up to date with all relevant information

## Booking Summary

Gwentrek Leader Briefing

### Participant Information

- Confirm Booking Lead details all correct
- Ensure all names, gender and DOB accurate, these will be locked
- Enter any adults, with contact number and what they will be doing on site. If available to help, please comment
- If you have any YL or children, not part of teams add them here
- If you need to share anything else with the event team, add a note here

### Booking Options

- If payment hasn't been made, this will be red until paid & reconciled (may take up to 72hrs)
- If teams are not complete, this will be blue. Please make sure any unused teams are removed
- Health forms need to be completed, this remains red until done so

## Health Forms

Please ensure these are all completed by **Wednesday prior to the event**, anybody without a completed health form will not be allowed to enter the event

## Teams Information

Gwentrek Leader Briefing

### Participant Information

- Create Teams
- Drag and drop names
- Adding Times
- Adding Phone Numbers

**Route Timings:** This needs to be the leg timings between start / Checkpoint / Checkpoint / end, do not include any Waypoints or Road Crossings.