



active earth
change through nature

ACTIVE EARTH REGISTRATION PACK

SAFETY & RISK MANAGEMENT POLICY

REQUIREMENTS FOR PARTICIPATION

REGISTRATION FORM

MEDICAL DECLARATION FORM

active earth training limited
Neat House
2b Plomer Green Avenue
High Wycombe - Bucks HP13 5LN - UK

Company No: 6475678
UK Registered
Director: Korbinian Hort
Director: Paul Engelbertink

Phone: +44 (0) 1494 458159
Fax: +44 (0) 1494 461606
E-mail: info@ActiveEarthTraining.com
Web: www.ActiveEarthTraining.com

Lloyds TSB Bank
Bank Account: 00544209
Sort Code: 30-94-28
VAT No: 926 5263 15

International Banking
BIC: LOYDGB21010
IBAN: GB59 LOYD 3094
2800 5442 09

SAFETY AND RISK MANAGEMENT POLICY

Information for Participants

Introduction

ActiveEarth/EasyDay utilises outdoor adventure activities to deepen our understanding of ourselves, and our relationships with others and the environment. Due to their nature, outdoor activities present an inherent risk of accident and of possible serious injury or death. Adventure is by definition an undertaking of unknown outcomes.

ActiveEarth/EasyDay views an effective Safety and Risk Management (SRM) policy as a fundamental responsibility of the organisation. Due to the varied nature of adventurous activities, ActiveEarth/EasyDay employs a flexible SRM policy. It is an integrated, transparent system, containing multiple individual risk assessments. The policy identifies the roles of individuals, states the required procedures at different steps of operations, and realises the need for continuous re-evaluation to maintain up-to-date systems. ActiveEarth/EasyDay is thus able to provide a safe and meaningful experience during its educational programs.

This document is designed to outline, in a clear and concise manner, the ActiveEarth/EasyDay SRM policy framework, thereby providing all necessary information required for a solid understanding of it. Included is an introduction to the overall SRM policy process, and your specific role as Participants.

It is your responsibility to familiarize yourself with the material in this document before arriving at an ActiveEarth/EasyDay project. It is imperative that you do so to ensure that you have an understanding of your responsibilities as Participants to maximize your benefit from the ActiveEarth/EasyDay program.

Overall Policy Process

The ActiveEarth/EasyDay SRM policy is an integrated framework of multiple individual risk assessments that promotes flexibility and reappraisal. The policy is therefore able to adapt to the varied requirements associated with outdoor adventure activities, thereby maximizing the safety of both Guides and Participants during educational programs. Risk assessment is a continuous process that starts before any operations commence. Each department of ActiveEarth/EasyDay undertakes risk assessment as a fundamental process.

Participants' Responsibilities

Participants are defined as fee-paying participants that employ the services of ActiveEarth/EasyDay. Prior to participation, ActiveEarth/EasyDay informs Participants of the general risks of outdoor activities and adventure. The Participant's role, with respect to SRM policy, requires that they are honest about their confidence and competence in respect to the activities in question. While all ActiveEarth/EasyDay projects are planned and supervised in a way designed to minimize the risk of accident to both Participant and Guide, there remains a potential risk.

An open relationship between Guide and Participant is needed to provide a realistic, practical and beneficial SRM policy. Therefore, Participants must be informed before they arrive at an ActiveEarth/EasyDay project that:

- Outdoor activities, by their nature, contain a degree of hazard and risk and despite the greatest care accidents may still occur.
- All Participants of ActiveEarth/EasyDay should be aware that involvement places them at risk of accident and potential injury, possibly serious or even fatal. Other than under exceptional circumstances, and unless otherwise informed, it is assumed that Participants having enrolled are aware of and accept the inherent risk associated with the activity they have chosen to partake in.
- Participants are responsible for the safety of their Participants during periods of daily activities. In order to manage the risk, all Participants are requested to draw the attention of the Guide(s) if they are unhappy or feel the activity is beyond their ability. No Participant, irrespective of circumstance, is required to undertake any aspect of the course and may withdraw from the course at any time.
- Guides are employed on the basis of their experience and technical ability, and will possess the relevant qualities and have received the appropriate training required to deliver the program safely. During the activities provided, Guides will evaluate individual Participants' ability and in the event that the Participant's ability is unsuitable for the training taking place, the Participant will be advised ac-

cordingly. Where possible an alternative activity more suited to their needs will be offered.

- In order to facilitate safe practice, all Participants are asked that in all circumstances the instructions provided by Guides should be followed.

- All Participants of ActiveEarth/EasyDay are expected to declare if they have, or have had in the past, a medical condition and if they are using any medication at present.

General Climbing Safety Procedures

This section refers to all activities that take place on graded ground at any time of year, and as such includes scrambling, via ferrata and rock climbing.

- All climbing/scrambling activity is to be under the close supervision and control of the Guide. However, it must be recognised that situations will occur where the Guide cannot be in complete control of all aspects of the climb/scramble taking place (i.e. the Guide cannot be at both ends of the rope at the same time).

- All Participants and Guides must wear climbing helmets when climbing, belaying on route, belaying at the foot of a crag or where there is a potential of stone fall and other hazards.

- The choice of climbs requires careful judgement. All climbs should suit the Participants' aims, aspirations, abilities and needs.

- No Participant will belay another until the ability to hold a fall has been ascertained. The exception to this is where the Guide can adequately supervise the Participant.

- The employment of recognised climbing calls will be taught and used.

General Canyoning Safety Procedures

- All canyoning activity is to be under the close supervision and general control of the Guide. However, it must be recognised that situations may occur where the Guide cannot be in complete control of all aspects of the activity. It is therefore of great importance that Participants follow all the Guide's instructions. Participants must move through the environment with great care and caution. Participants must support and comfort one another during the trip.

- Participants must wear all specialist clothing and equipment issued to them (e.g. wetsuits) by the Guide for their own comfort and safety during the activity.

- All Participants must wear certified helmets when instructed to do so by the Guide.

REQUIREMENTS FOR PARTICIPATION

EasyDay/ActiveEarth Training Limited

This document lays out, for our mutual interest, the foundations determining the contractual relationship which results from your registration for an ActiveEarth/EasyDay program:

- 1.** The agreement between ActiveEarth/EasyDay and the participant consists of: (i) the description of the respective program, (ii) the program registration document and medical declaration form, (iii) the requirements for participation.
- 2.** The participant must be 18 or more years old or provide a signed permission by their parents and meet the requirements for participation as stipulated in the description of the respective program. Should it turn out before, during or after a program that a participant is not able to take part for health or technical reasons the participant is not entitled to any claim for reimbursement and will be held liable for any damages arising.
- 3.** Prices depend on the respective program and are stated in the description. Agreements on prices other than these only are valid when laid down in writing. The total amount is to be paid in advance of program commencement when registering. Only those having paid the full price are entitled to participation.
- 4.** Claims for reimbursement in case of a participant's cancellation, for whatever reason, are excluded. Furthermore, claims for reimbursement in case of a sudden change of weather and a resulting change of the course of the program are excluded. If a program has to be cancelled due to sudden change of weather or force majeure, ActiveEarth/EasyDay will offer a suitable equivalent event.
- 5.** Due to sudden change of weather, force majeure or unforeseen requirements within the group, the course of activities is always subject to change. Therefore, ActiveEarth/EasyDay cannot guarantee that the program description is followed exactly as planned.
- 6.** The ActiveEarth/EasyDay service does not include transport to or from the programs. Contractual relationships regarding transport therefore exist exclusively between the participant and the transport contractor. Any liability of ActiveEarth/EasyDay is therefore excluded.
- 7.** A program can only take place if the minimum number of participants, as stated in the program description, is met. ActiveEarth/EasyDay retains the right to withdraw from the contract if this condition is not met. Under these circumstances, ActiveEarth/EasyDay will reimburse the full amount paid by the participant.
- 8.** ActiveEarth/EasyDay does not take out travel or health insurance for participants. It is the responsibility of the participant to arrange sufficient insurance coverage for themselves.
- 9.** ActiveEarth/EasyDay can only be held liable in case of intentional or gross negligence. Any claims, based on whatever legal foundation, resulting from the contractual relationship with ActiveEarth/EasyDay become statute barred 6 months after the respective event.
- 10.** Upon registration for a program, the participant thereby confirms that they meet the requirements for participation stipulated in this document and the description of the respective program. The participation is voluntary and at the participant's own risk.
- 11.** The instructions, guidance, advice and recommendations offered by ActiveEarth/EasyDay Guides must be respected and followed where appropriate. It is at the participant's own risk that they do not follow this guidance if they believe, under exceptional circumstance, that the advice given is circumspect or solicitous.

PROGRAM REGISTRATION FORM

EasyDay/ActiveEarth Training Limited

DETAILS OF VISIT:
 Visit to Location & Name of Course:

From: (dd/mm/yy) To: (dd/mm/yy)

Company/ University Name:

PERSONAL DETAILS:

Full name: Male/ Female:

Date of Birth:

Contact Address:

.....

E-mail: Telephone:

I am capable of swimming 25 metres unaided **Yes/No** (delete as appropriate)

IN CASE OF EMERGENCY
 Name of person to contact:

Address:

.....

Telephone:

DECLARATION

- I have read and understand the ActiveEarth Conditions for Participation and accept them as contents of this contract
- I have read and understand the relevant sections of the ActiveEarth Safety and Risk Management policy, and am fully aware of the inherent risks of outdoor adventurous activities and agree to participate at my own risk
- Besides the adventure experience, I am fully aware that other physical and emotional risks are involved, such as transportation, rock fall, heights, unpredictable weather conditions, uneven and slippery ground, hydrological features and other events out of ActiveEarth direct control
- I am in good health and am physically able to participate in adventurous outdoor activities
- In the case of an emergency I agree to being given any medical, surgical or dental treatment, including general anaesthetic and blood transfusion, as considered necessary by the medical authorities present
- I declare the above information is correct and that I will ensure any change to my circumstances (e.g. recent medication or injury) which will affect my participation in activities will be notified to ActiveEarth prior to the visit

Date: Signature:

→PARENTS PERMISSION & SIGNATURE FOR PARTICIPANTS BELOW 18 YEARS OF AGE REQUIRED!

MEDICAL DECLARATION FORM

EasyDay/ActiveEarth Training Limited

Private and Confidential

Name:

MEDICAL INFORMATION

Do you suffer from any of the following conditions? (delete as appropriate)

Asthma	yes/no	Bronchitis	yes/no
Chest Problems	yes/no	Diabetes	yes/no
Fainting	yes/no	Migraine	yes/no
Heart Trouble	yes/no	Raised Blood Pressure	yes/no
Tuberculosis	yes/no	Angina	yes/no

If you answered 'yes' to any of the above, please provide accurate details:

.....

Epilepsy yes/no

If yes:

a) What specific epilepsy syndrome have you been diagnosed with?.....

b) What is the pattern of any seizure?

Do you suffer from any other condition requiring that ActiveEarth/EasyDay should be aware of including previous injuries, medical treatment and medication? yes/no

If yes, please provide accurate details:

.....

Are you allergic or sensitive to any medication (e.g. Penicillin), insect bites or food? yes/no

If yes, please provide accurate details:

.....

Are you taking any form of medication on a regular basis? yes/no

If yes, please provide accurate details:

.....

Please ensure that you have adequate supplies of medication for your entire visit

To the best of your knowledge, have you been in contact with any contagious or infectious diseases, or suffered any recent condition that may become infectious or contagious? yes/no

If yes, please provide accurate details:

.....

Do you have any special dietary requirements? yes/no

If yes, please provide accurate details:

.....

Please provide any additional appropriate information concerning your health:

.....