Leadership & Prefect Training for Schools
Outposts specialise in experiential learning for schools & groups. Our educational outdoor leadership programmes give young people the opportunity to develop and practice essential life skills outside of the classroom such as team-work, effective listening, communication, problem-solving and empathy.
OVERVIEW

Leadership is about inspiring others, making the right decisions and understanding people - their strengths, weaknesses and how to motivate them to work towards a common goal. Our bespoke Leadership & Prefect Training Programmes help young people begin to develop these skills to use as part of their role within the school and for their future careers.

HOW THE LEADERSHIP & PREFECT PROGRAMMES WORK

All our programmes are bespoke and take part largely in an outdoor environment, allowing for the practical application of the skills students are learning and improving upon.

**STEP ONE**
Choose a level at which you wish to work and complete our questionnaire (at the end of this document).

**STEP TWO**
Where should the day take place? Your school or off site with us in Somerset?

**STEP THREE**
We work with you to identify the modules which suit your objectives and type of programme: one-day, residential or progressive.

**ONE-DAY**

**RESIDENTIAL**

**PROGRESSIVE**

**LEVEL 1: basic**
An introduction to the characteristics of effective leadership with opportunities to lead tasks.

**LEVEL 2: intermediate**
Looking more in-depth at leadership skills with plenty of opportunities to lead tasks and develop the skills discussed.

**LEVEL 3: advanced**
More complex leadership tasks and interactive workshop with problem solving scenarios.
Our programmes are based around a series of training modules which we draw upon, depending on the answers you give to our questionnaire and the conversations we have about your objectives. The activities we do within these modules will help draw out potential leadership qualities and identify areas for personal development.

TRAINING MODULES & LEARNING OUTCOMES

COMMUNICATION
- Clear and concise
- How a message is sent/received
- Clarifying points
- Verbal and non-verbal

WORK UNDER PRESSURE
- Working to time constraints
- Decision making
- Practice/rehearsal/revision
- Goal setting

LISTENING/EMPATHY
- Understand different perspectives
- Not always a right or wrong
- Open to new ideas and opinions

PLANNING
- Clarifying objectives
- Planning to achieve objectives
- Roles and responsibilities
- Communication of a plan

ORGANISATION
- Roles and responsibilities
- Well thought out plan
- Contingency planning
- Meaningful allocation of roles

PROBLEM-SOLVING
- Solution focused
- Coherent plan
- Creativity and innovation
- Working with the facts

CONFIDENCE
- Recognition of ability
- Ownership of goal setting
- Supportive environment
- Link reward and performance

DEALING WITH CONFLICT
- Tackling a problem immediately
- Understanding the causes
- Discuss opposing views
- Compromise

LEADERSHIP
- Setting the vision
- Delegation of roles
- Appropriate leadership styles
- Encouraging team to develop
LOCATIONS

Our programmes can either take place at our purpose-built Bush Camp, with tasks set in our 70 acre site or we can come to you. The types of tasks available will vary depending on the location.

BUSH CAMP & FACILITIES

The Bush Camp is situated in the heart of Somerset, in England’s first designated area of outstanding natural beauty - the Quantock Hills. Easily accessible from J24 of the M5 Motorway between Bridgwater and Taunton, 45 minutes from Bristol and Exeter Airports and only 2 hours by train from London, the Bush Camp offers an authentic back-to-nature experience.

- Suitable for groups of up to 300.
- The Bush Camp has over 20 permanent tasks and challenges.
- Tented accommodation, hot showers & eco-loos.
- A big ‘braai’ (large campfire circle with benches & BBQ).
- Large undercover shelter/area with removable sides, open fire and kitchen.
- Accommodation: up to 100 in tents (optimum 60-70). Larger groups can be accommodated locally.

WE CAN COME TO YOU

If you don’t want to take your group off site we can come to you.

We have plenty of tasks which can be transported to your location.
LEARNING OUTCOMES

This in turn ensures what they have learnt can be applied to real life situations, be that at school or a future workplace. We will also work with you to ensure the outcomes align with any specific areas of the curriculum you wish to focus on.

TASK BREAKDOWN

BRIEF & PLANNING

- Clarification of objective
- Planning to achieve objective
- Meaningful, roles, responsibilities and accountability to stay on task

STAYING ON TASK

- One of the most important parts of the day is the debrief. Each student is encouraged to reflect on the process with the group and within themselves.

REFLECT & DEBRIEF

LEARNING OUTCOMES

COMMUNICATION

Encouraging all team members to contribute to the planning and problem-solving of the task. Not contributing is also highlighted.

LISTENING

Did everyone get the brief and is the team agreed on the ultimate aim? Learning that there isn’t always a right or wrong and the importance of listening to and considering the opinions of others.

PROBLEM-SOLVING

Identifying problems and working with the team to generate solutions, evaluating them and implementing the chosen solution.

TIME MANAGEMENT

Understanding the timelines. The team to be focused on achieving the aim within the given time. Using time as a tool to keep the team focused and on task.

SELF-AWARENESS

Showing students how to accurately judge their own performance and behaviour in order to respond appropriately to situations.
Below is an example of a leadership/prefect training programme for a group of 50 sixth formers. Everyone will get the opportunity to lead and reflect on a task, focusing on strengths and weaknesses.

<table>
<thead>
<tr>
<th>TIME</th>
<th>ACTIVITY—DAY 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>1645</td>
<td>6th Form arrives at Lydeard Farm.</td>
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<tr>
<td>1700</td>
<td>Briefing and Risk Assessment.</td>
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<tr>
<td>1730 - 2000</td>
<td>Team tasks—Purpose: decision making process</td>
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<tr>
<td></td>
<td>Task 1: Farmers dilemma</td>
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<td></td>
<td>Task 2: Tyrolean</td>
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<td></td>
<td>Task 3: Cave Rescue</td>
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<tr>
<td>2000</td>
<td>Evening Meal</td>
</tr>
<tr>
<td>2130 - 2200</td>
<td>Task debrief and reflection.</td>
</tr>
<tr>
<td>2200 - 2300</td>
<td>Free time.</td>
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<tr>
<td>2300</td>
<td>Bed, lights out.</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>TIME</th>
<th>ACTIVITY—DAY 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>0800</td>
<td>Breakfast.</td>
</tr>
<tr>
<td>0900 - 1030</td>
<td>Leadership presentation.</td>
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<tr>
<td>1030</td>
<td>Break.</td>
</tr>
<tr>
<td>1100 - 1145</td>
<td>Final direction.</td>
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<tr>
<td>1145 - 1245</td>
<td>Team tasks.</td>
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<tr>
<td>1245</td>
<td>Lunch. Debrief and feedback.</td>
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<tr>
<td>1315</td>
<td>Depart</td>
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GENERAL INFORMATION

CLOTHING & EQUIPMENT
Outposts Ltd will provide all technical equipment. Participants are asked to wear appropriate clothing for outside tasks. We suggest:

- They wear tracksuits or loose fitting sport type clothing, definitely not jeans.
- They wear trainers. NO high heels.

They have with them:
- Warm jacket / jumper / fleece
- Waterproof top & bottoms
- Sun hat / sun glasses / sun cream

UNsuitable WEATHER
Adventure activities are conditional upon the weather. Rain, wind, heights of rivers and water flows in caving complexes will always be considered by instructors when assessing risk. In the event of an activity being cancelled or curtailed in the interest of safety, the instructor will, within his capability, conduct another form of training or exercising. Due to the location of the initial activity it is not always possible to have a ‘Plan B’, but Outposts Ltd’s instructors will always do their best within the constraints of time and location to conduct another risk assessed activity.

VETTING
Vetting information is available on request.

FIRST AId
All of our staff have current first aid qualifications.

MEDICAL
Outposts Ltd must be notified of any medical conditions and dietary requirements on booking. Individuals that attend our programmes are assumed to be fit and able to participate in the booked activities. Any medical condition that questions the suitability of an individual to take part in any activities must be disclosed and agreed by the adult, company and the GP or consultant (assuming that the individual requires consideration).

GROUP VEHICLE
Outposts Ltd requests each client group provides an emergency vehicle. In the event of a client being unable to provide the aforementioned vehicle Outposts Ltd must be informed so that appropriate arrangements can be made.

PHOTOGRAPHY
Outposts Ltd takes photographs of programmes and may use these images for promotional purposes. Any client who would prefer that photographs are not taken must notify Outposts Ltd on booking. Please note we never mention students’ names specifically but we would mention the name of the school unless otherwise instructed.

RISK ASSESSMENT
Outposts Ltd is licensed by the Adventure Activities Licensing Authority (AALA) and as such has all Risk Assessments and Safe Working Practices audited annually by AALA. A copy of our licence is available for your inspection.

FINANCIAL SECURITY
Outposts Ltd is ATOL bonded, licence No 9996 and maintains a Client Trust Account.

INSURANCE
Outposts Ltd has Public Liability Insurance to £10,000,000 and Employer’s Liability to £10,000,000. Outposts Ltd can provide a copy of our insurance certificates should you require.
The objective of this questionnaire is to help us build you a bespoke programme. We need to understand your school’s objectives and any challenges you are facing to ensure we deliver the most appropriate tasks and learning outcomes.

1. Does the school have a particular ethos, mission statement or core values?

2. What are the concerns that the school has for the future development of their pupils?

3. What are your reasons for requiring such a day / programme? For example, do you have any particular issues you would like to address?

4. What is your overall aim?

5. How many students would you like to bring to the programme?

6. Where would you like the programme to take place? (please tick)
   - Outposts Bush Camp in Somerset
   - On school grounds

7. Which level would you like to work at? (please tick) 1 2 3

Thank you for completing the questionnaire.

Please email this back to us at info@outposts.co.uk (tip: take a photo on your phone) or post it back to Lydeard Farm, Broomfield, Bridgwater, Somerset, TA5 2EG.
‘Our students have developed skills in leadership, determination, cooperation, resilience and respect as a direct result of the Bush Camp week. Not only that, but by leaving technology and the trappings of the 21st century behind they have a new-found appreciation of the great outdoors and the learning that is to be found outside the classroom.’

Backwell School