

# Externally Led Activities Index



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0845 300 1818

This factsheet is designed to help Members identify the rules and guidance that relate to a particular activity when led by people from outside Scouting.

## Introduction

This index table covers activities when they

- **are led by people outside Scouting and**
- **involve people in Scouting.**

When using people within Scouting to lead activities, factsheet FS120084 Scout Led Activities Index should be followed.

The steps required to run externally led activities are:

- 1) Check POR rules
- 2) Check whether an AALA licence is required
- 3) If not, check NGB qualifications of those running the activity
- 4) Check that the provider has personal liability insurance
- 5) Check whether further insurance is required
- 6) Check whether HQ needs notifying
- 7) Put an InTouch system in place
- 8) Obtain approval for the activity

This factsheet provides guidance for steps one through to six. For help in steps seven and eight, and advice on ensuring the activity runs safely see POR Rules and Further Guidance for all activities on the next page.

## AALA

The Adventurous Activities Licensing Authority (AALA) is an agency set up by the Government to inspect and license all those who provide certain commercial adventurous activities to under 18s. Activities shown as requiring an AALA licence can legally not be run by external providers except where this licence is held. Exceptions may apply to other voluntary bodies and education authorities.

## Over 18s

Commercial providers may offer adventurous activities to those who are aged 18 and over without the need to possess an AALA licence. In these situations checks should be made in accordance with POR Rule 9.9 Use of Professional Centres and Instructors. Activities that are not permitted remain so, irrespective of age.

## NGB Qualifications

It is possible in some activities to have equivalent qualifications issued by other bodies that are also suitable. Your ACC Activities or County Adviser for the specific activity should be able to help confirm whether these other qualifications are equivalent.

## Personal Insurance

All Members of the Movement are covered for personal accident insurance, in accordance with the terms and conditions of the insurance policy arranged by The Scout Association, while taking part in Scouting activities. Instructors who are not members are not covered. It is recommended that they carry public liability insurance.

## Third Party Insurance

Standard Scout insurance does not cover members for third party liability in motorised land vehicles. Members should contact Unity (Scout Insurance Services) before taking part in motorised land activities to see whether they need to take out third party liability insurance.

## Indemnity Clauses

Before entering into any agreement that includes an indemnity clause, the agreement must be referred to Unity. An indemnity clause is an agreement to reduce or remove the provider's responsibility in the event of an accident to a participant, damage to personal property or other financial responsibility.

## Safety

External instructors, must not have unsupervised access to young people. If a Leader thinks at any time that an activity is unsafe, they have the authority to stop, modify or cancel it. It is advisable that such situations are notified to the District Commissioner.

## For All Activities

There are several rules and factsheets that apply to all activities. These are;

POR Rules	Further Guidance
9.1 Activity Rules - Application	FS120000 Risk Assessment
9.2 Preparations	FS120007 Joint Adventurous Activities with Girlguiding UK
9.3 InTouch	
9.4 Risk Assessment	FS120078 InTouch
9.5 Emergency Procedure	FS120081 One Day Activity Form
9.9 Use of Professional Centres and Instructors	

## Overseas Activities

When taking part in activities overseas this factsheet can still be used as a guide, however there are a couple of differences that should be noted. The Adventurous Activity Licensing Authority (AALA) doesn't exist outside the UK, so checks need to be made that providers hold appropriate level qualifications instead. And National Governing Body qualifications are different in most countries, so need to be checked that they are of an equivalent standard to those required in the UK.

## The Activity Table

- **POR Rules** lists the Activity POR Rules relating to an activity.
- **AALA Licence Required** shows whether anyone instructing this activity need have a licence from AALA. Written evidence should be available for inspection together with notification of which activities are permitted.
- **Minimum NGB Qualification for non AALA activities** shows what level of qualification a provider must have if an AALA licence is not required.
- **Extra Third Party Insurance** identifies whether you should contact Unity regarding third party insurance cover.
- **Notification Required** identifies whether you need to inform the Scout Information Centre every time the activity takes place.

## Specific Activities

Activity	POR Rules	AAALA License Required	Minimum NGB Qualification for non AAALA activities	Extra Third Party Insurance	Notification Required
Abseiling	9.34 Climbing and Abseiling	Yes except manmade structures	MTUK Single Pitch Award, or Climbing Wall Award with abseil module for manmade walls	No	No
Aerial Runway	9.41 Aerial Runways	No	None	No	No
Archery	9.36 Archery	No	Archery GB (GNAS) Leader Award	No	No
Ballooning	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.18 Ballooning	No	No payment: Private Pilots Licence (Ballooning) that fulfils current CAA regulations. Payment: Air Operators Certificate	No	Yes
Banana Boating	9.67 Banned Activities	Not Permitted	Not Permitted	N/A	N/A
Bands	9.22 Creative Activities for Public Performance 9.23 Marching Bands 9.24 Musical Groups	No	None	No	No
Bell Boating	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats	Yes - except placid waters where it is not possible to be more than 50m from the bank	BCU Bellboat Helm Award	No	No
Bouldering	9.77 Other Activities	Yes except manmade structures	MTUK Climbing Wall Award for manmade walls and Single Pitch Award on natural rock	No	No
Bungee Jumping	9.67 Banned Activities	Not Permitted	Not Permitted	N/A	N/A
Bungee Running	9.77 Other Activities	No	None	No	No
Canoeing	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	BCU Coach Award (level and discipline specific - with appropriate endorsements for the waters you are operating on)	No	No
Canyoning	9.77 Other Activities	Yes	MTUK Mountain Instructor Award	No	No

Activity	POR Rules	AAALA License Required	Minimum NGB Qualification for non AAALA activities	Extra Third Party Insurance	Notification Required
Caving	9.35 Caving	Yes	BCA Local Cave and Mine Leader Level 1 or 2, or Cave Instructor Certificate depending on the cave and techniques required	No	No
Clay Pigeon Shooting	9.37 Shooting	No	CPSA Level 1 Coach	No	No
Climbing	9.34 Climbing and Abseiling	Yes except manmade walls	MTUK Climbing Wall Award for climbing walls, Single Pitch Award on natural rock and Mountain Instructor Award for multi pitch climbs	No	No
Coasteering	9.77 Other Activities	Yes	MTUK Mountain Instructor Award	No	No
Crate Climbing	9.78 High Ropes Activities 9.79 Permanent High Ropes Activities 9.80 Temporary High Ropes Activities	No	None	No	No
Cycling (On Road)	9.71 Cycling	No	None	No	No
Dinghy Sailing	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	RYA Senior Dinghy Instructor (with appropriate endorsements for the water you are operating on)	No	No
Doughnutting	9.67 Banned Activities	Not Permitted	Not Permitted	N/A	N/A
Dragon Boating	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	BDA qualified to the standard required by the BDA	No	No
Flying (Powered Aircraft)	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.16 Powered Aircraft Flying	No	No Payment: Private Pilot's Licence that fulfils current CAA regulations Payment: Air Operators Certificate	No	Yes

Activity	POR Rules	AAALA License Required	Minimum NGB Qualification for non AAALA activities	Extra Third Party Insurance	Notification Required
Gang Shows	9.22 Creative Activities for Public Performance 9.25 Theatrical Performances	No	None	No	No
Gliding	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.17 Gliding	No	BGA Basic Instructor	No	Yes
Gorge Walking	9.77 Other Activities	Yes	MTUK Mountain Instructor Award	No	No
Grass Sledging	9.77 Other Activities	No	None	No	No
Hang Gliding	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.20 Hang Gliding and Paragliding	No	BHPA Hang Gliding Instructor	No	Yes
High Ropes	9.78 High Ropes Activities 9.79 Permanent High Ropes Activities 9.80 Temporary High Ropes Activities	No	None	No	No
Hill Walking	9.26 Hill Walking and Off Road Cycling – Permits 9.27 Hill Walking and Off Road Cycling - Safety 9.28 Terrain Zero Definition 9.29 Terrain One Definition 9.30 Terrain Two Definition 9.32 Party Size	Yes on moorland or above 600m and more than 30mins from safety	MTUK Walking Group Leader or Mountain Leader depending on the terrain	No	No
Horse Riding	9.70 Horse Riding and Pony Trekking	Yes on moorland or above 600m and more than 30mins from safety	BHS qualified to the standard required by the BHS	No	No
Hovercrafting	9.10 Air Activities – General 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.21 Hovercrafting	No	Land: HCGB Cruising Licence Level Water: HCGB Cruising Licence Level 3	Yes	Yes
Ice Climbing	9.34 Climbing and Abseiling	Yes	MTUK Mountain Instructor Certificate	No	No

Activity	POR Rules	AALA License Required	Minimum NGB Qualification for non AALA activities	Extra Third Party Insurance	Notification Required
Jet Ski (Personal Watercraft)	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	No	RYA Personal Watercraft Instructor	No	No
Kayaking	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	BCU Coach Award (level and discipline specific - with appropriate endorsements for the waters you are operating on)	No	No
Keelboating	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	RYA Senior Keelboat Instructor	No	No
Kite Surfing	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits	Yes - except placid waters where it is not possible to be more than 50m from the bank	BKSA Level 1 Kitesurf Instructor	No	No
Laser Clay Pigeon Shooting	9.37 Shooting 9.40 Laser Games	No	None	No	No
Laser Guns	9.40 Laser Games	No	None	No	No
Microlighting	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.16 Powered Aircraft Flying	No	BMAA Instructor	No	Yes
Mine Exploration	9.35 Caving	Yes	BCA Local Cave and Mine Leader Level 1 or 2, or Cave Instructor Certificate including Mines module depending on the mine and techniques required	No	No

Activity	POR Rules	ALA License Required	Minimum NGB Qualification for non ALA activities	Extra Third Party Insurance	Notification Required
Motor Cruising	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	No	RYA Helmsman (inland waters) or RYA Coastal Skipper (coastal waters)	No	No
Motor Sports	9.72 Motorsports 9.77 Other Activities	No	None	No	No
Mountain Biking	9.26 Hill Walking and Off Road Cycling – Permits 9.27 Hill Walking and Off Road Cycling - Safety 9.28 Terrain Zero Definition 9.29 Terrain One Definition 9.30 Terrain Two Definition 9.32 Party Size 9.71 Cycling	Yes on moorland or above 600m and more than 30mins from safety	CTC, Scottish Cycling, MIAS or other mountain bike qualification - level dependent on the terrain	No	No
Narrow Boating	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	No	RYA Inland Waterways Helmsman Certificate or NCBA Certificate in Community Boat Management	No	No
Paintball	9.39 Paintball	No	Operator must be a member of UKPBA or UKPSF	No	No
Parachuting	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.19 Parachuting	No	BPA Category System Instructor	No	Yes
Parascending / Paragliding	9.10 Air Activities – General 9.11 Access to Airfields 9.12 Air Activities – Public Liability Insurance and Pilot and Aircraft Requirements 9.13 Flight Briefings 9.20 Hang Gliding and Paragliding	No	BHPA Paragliding Instructor	No	Yes

Activity	POR Rules	ALA License Required	Minimum NGB Qualification for non ALA activities	Extra Third Party Insurance	Notification Required
Power Boating	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	No	RYA Power Boat Instructor (with appropriate endorsements based on the water you are operating on)	No	No
Pulling	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	ARA UKCC Level 2 (Fixed seat - with appropriate endorsement for the water you are operating on)	No	No
Rafting (Traditional) / Raft Building	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits	Yes - except placid waters where it is not possible to be more than 50m from the bank	BCU Coach Award (appropriate to the water you are operating on)	No	No
Rowing / Sculling	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes - except placid waters where it is not possible to be more than 50m from the bank	ARA UKCC Level 2 (Sliding seat - with appropriate endorsement for the water you are operating on)	No	No
Scuba Diving	9.42 Water Activities – General 9.45 Water Activities Permits	No	BSAC Open Water Instructor or PADI Open Water Scuba Instructor	No	No
Shooting	9.37 Shooting	No	Range Conducting Officer	No	No
Skiing	9.28 Terrain Zero Definition 9.29 Terrain One Definition 9.30 Terrain Two Definition 9.33 Snowsports	Yes when off piste and above 600m and more than 30mins from safety	UK Snowsports or BASI Instructor - level and discipline dependent on the activity	No	No
Snorkelling	9.42 Water Activities – General 9.45 Water Activities Permits	No	Swimming Pool: BSAC Snorkel Instructor Open Water: BSAC Open Water Snorkel Instructor	No	No



Activity	POR Rules	AALA License Required	Minimum NGB Qualification for non AALA activities	Extra Third Party Insurance	Notification Required
Snow Boarding	9.28 Terrain Zero Definition 9.29 Terrain One Definition 9.30 Terrain Two Definition 9.33 Snowsports	Yes when off piste and above 600m and more than 30mins from safety	UK Snowsports or BASI Instructor - level and discipline dependent on the activity	No	No
Swimming	9.42 Water Activities – General 9.44 Classification of Waters 9.48 Activities Near Water 9.49 Paddling 9.50 Swimming – General 9.51 Swimming Activities - Class C waters (including swimming pools) 9.52 Swimming Activities - All other open waters 9.54 Scout Owned Swimming Facilities	No	Swimming Pool: RLSS National Pool Lifeguard Open Water: RLSS National Beach Lifeguard	No	No
Water Skiing	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Boats	No	British Water Ski Instructor	No	No
White Water Rafting	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes	SRA Guide to the standard required by the SRA	No	No
Wind Surfing	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits	Yes - except placid waters where it is not possible to be more than 50m from the bank	RYA Windsurfing Instructor (level specific - with appropriate endorsements for the water you are operating on)	No	No
Yachting	9.42 Water Activities – General 9.43 Life Jackets and Buoyancy Aids 9.44 Classification of Waters 9.45 Water Activities Permits 9.46 Boats 9.47 Charter Vessels	Yes	RYA qualified to the standard required by the RYA	No	No

Activity	POR Rules	AAALA License Required	Minimum NGB Qualification for non AAALA activities	Extra Third Party Insurance	Notification Required
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**For activities not covered above:**

Other Activities	9.77 Other Activities	No (unless a caving, climbing, trekking or watersports activity as required legally)	As defined by the NGB for the activity	No (unless a motorised land activity)	No (unless a flying activity)
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**Glossary**

AAALA	Adventurous Activity Licensing Authority
ARA	Amateur Rowing Association
BASI	British Association of Snowsport Instructors
BCA	British Caving Association
BCU	British Canoe Union
BDA	British Dragon Boat Racing Association
BGA	British Gliding Association
BHPA	British Hang Gliding and Paragliding Association
BHS	The British Horse Society
BKSA	British Kite Surfing Association
BMAA	British Microlight Aircraft Association
BPA	British Parachute Association
BSAC	British Sub-Aqua Club
CAA	Civil Aviation Authority
CPSA	Clay Pigeon Shooting Association
CTC	Cyclists' Touring Club
GNAS	Grand National Archery Society (now Archery GB)
HCGB	Hovercraft Club of Great Britain
MIAS	Mountain Bike Instructors Award Scheme
MTUK	Mountain Training United Kingdom
NGB	National Governing Body
PADI	Professional Association of Diving Instructors
POR	Policy, Organisation and Rules
RLSS	Royal Life Saving Society
RYA	Royal Yachting Association
SRA	Scottish Rafting Association
UKPBA	UK Paintball Association
UKPSF	UK Paintball Sports Federation