** Leading or Assist.** Planner for youth for part of a night, day, weekend**.**

Name/s-

Activity - Activity date-

I/we are leading part of the activity **or** I/we are assisting with others. Who are-

My PL or Leader for this is-

Things I need to consider & maybe get some help with

**Gear requirements .** Games, camp, cooking, construction, water activities, abseiling etc

**Instructions for the activity.**

**Forms & lists needed,** Get support from PL & Leader. eg gear list, camp/ hike lists, permission form.

**Organising groups.** Who else can help or assist me ?

**Plans/Instructions for multiple activities**.

**Risk assessment,** Get support from PL & Leader

**Running sheet for the activity.** Start time, activities, finish etc

**Others**

**I need to take my plan back to my PL or Leader by this date-**