



SURVIVAL SCHOOL LEVEL 4
BUSHCRAFT, SURVIVAL AND
WILDERNESS LIVING SKILLS
INSTRUCTORS COURSE

Version 3

SURVIVAL SCHOOL LEVEL 4 BUSHCRAFT, SURVIVAL AND WILDERNESS LIVING SKILLS INSTRUCTORS COURSE

This course is split into 6 parts. The first part is the Level 2 Bushcraft, Survival and Wilderness Living Skills Course. This is the foundation of the instructors course. It teaches all the foundational skills required to become an instructor. The second part of this course is the completion of either the Wayfarer's Course or the Extreme Survival Course (see Wayfarer's Course joining instruction below). These first two phases are inter-changeable. The Level 4 candidate must then complete a CRB check, a 16 hour outdoor first aid course and a Level 2 Food Safety and Hygiene for Catering Certificate. This enables the candidate to complete the final phase which is the Level 4 modular course.

Level 4 Candidate Record Sheet

Name	
Ethnicity	
Date of Birth	
Verifier	
Venue and Date	

Unit 01

DESIGN OF A COURSE TO COVER THE LEVEL 2 BUSHCRAFT, SURVIVAL AND WILDERNESS LIVING SKILLS SYLLABUS

Number	Type of evidence	P/F	Comments	Vrfr	Assr
1.1	WD of Design				
1.2	Q/A of Design				
1.3	WD of Admin Plan				
1.4	Q/A of Admin Plan				
1.5	WD of Scheme of Works				
1.6	Q/A of Scheme of Works				
1.7	WD of Logistics Plan				
1.8	Q/A of Logistics Plan				
1.9	Q/A of Centre Policies				

Unit 02

PRODUCTION OF LESSONS PLANS AND SCHEME OF WORKS FOR THE LEVEL 2 BUSHCRAFT, SURVIVAL AND WILDERNESS LIVING SKILLS COURSE

Number	Type of evidence	P/F	Comments	Vrfr	Assr
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2.1	WD of Lesson Plans				
2.2	Q/A of Lesson Plans				
2.3	WD of Scheme of Works				
2.4	Q/A of Scheme of Works				

Unit 03

DELIVERY OF LESSONS FOR EACH MODULE OF THE LEVEL 2
BUSHCRAFT, SURVIVAL AND WILDERNESS LIVING COURSE

Number	Type of evidence	P/F	Comments	Vrfr	Assr
3.1	PD of Lessons				
3.2	Q/A of Lessons				
3.3	Q/A of Research and Reading				
3.4	PD of Skills				

Unit 04

MENTORING OF STUDENTS TAUGHT BOTH DURING THE COURSE AND
POST-COURSE

No	Type of evidence	P/F	Comments	Vrfr	Assr
4.1	PD of Mentoring				
4.2	Q/A of Mentoring				
4.3	PD of High Levels of Skills				
4.4	Q/A of High Levels of Knowledge				
4.5	PD of 'soft' skills				
4.6	WD of mentoring outcomes				

Unit 05

DELIVERY OF LEVEL 2 BUSHCRAFT, SURVIVAL AND WILDERNESS
LIVING SKILLS COURSE

No	Type of evidence	P/F	Comments	Vrfr	Assr
5.1	WD of Design				
5.2	Q/A of Design				
5.3	WD of Plan				

5.4	Q/A of Plan				
5.5	WD of Scheme of Works				
5.6	Q/Q of Scheme of Works				
5.7	PD of Conduct of Course				

Pass or Fail	
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Candidate's Signature:

Assessor's Signature:

Oral Questions

Candidate:	Qualification: Level 2 Bushcraft, Survival and Wilderness Living Skills
Assessor:	Location:

Please note any question/responses relating to knowledge and understanding.

Unit: All

Element: All

Questions:	Responses:

Assessor feedback:

Candidate signature:	Assessor signature:
Date:	Date:

Witness Testimony

Candidate:	Qualification: Level 2 Bushcraft, Survival and Wilderness Living Skills
Centre: Survival School	Location:
Assessor name:	

Please give a brief description of what the candidate has done, making reference to elements, performance criteria and range statements.

Learning outcome number(s): 1-15

I verify the candidate has demonstrated competence in the above.

Signed:	Witness name:
Position:	Company:
Date:	Company address (if applicable)
	Telephone number/contact details:

Assessor Record Evidence/Observation/Feedback Report

Candidate	Qualification
Assessor	Unit

Learning Outcomes	Assessment Decision/Feedback Given
	This assessment was: formative/summative

All LOs/range met? Yes/No	Is this evidence?	Further Action Required:
Underpinning knowledge covered? Yes/No	Valid	
Competent Yes/No	Authentic	
	Current	
	Sufficient	Action completed on:

Candidate Signature:

Date:

Assessor Signature:

Date:

Internal Verification Report

Centre: Survival School		
Report No:	Units Moderated/Verified: 1-5	Assessor:
Candidate:		
Date:	Interim/Final:	Internal Moderator/Verifier: Jonny Crockett
Qualification: Level 2 Bushcraft, Survival and Wilderness Living Skills		

	YES	NO	Internal Moderator/Verifier's comments
Has appropriate and sufficient assessment planning taken place?			
Has prior learning/achievement been identified and used where possible?			
Is the assessment method appropriate?			
Does the evidence address all of the criteria within the elements moderated/verified?			
Is there adequate coverage of the learning outcomes range/ knowledge?			
Has the knowledge requirement been evidenced and assessed?			
Has the evidence been clearly cross-referenced and gathered over a sufficient period of time?			
Do you agree with the assessment decision? valid/reliable/ sufficient/current/authentic?			
Was feedback to the candidate constructive?			
Was the amount of evidence indicative of efficient assessment?			
Correct documentation used and fully completed?			

Reassessment required	
Reassessment completed	

Internal Moderation/Verification Report

Centre:
Feedback to Assessor:
Action to be taken:
No actions

Resubmit on:	
Internal Moderator/Verifier's signature:	Date:
Assessor's signature:	Date:

I confirm that the action points have been completed and the evidence requirements have been met.	
Internal Moderator/Verifier's signature:	Date:
Assessor's signature:	Date:

SURVIVAL SCHOOL STUDENTS HANDBOOK

Head of Centre – Jonny Crockett

Website – www.survivalschool.co.uk

Email – info@survivalschool.co.uk

Admin Office

1 Epworth Mount, Ocker Hill, Randwick, Stroud, G16 6 HU
0871 222 7304

Staffordshire Site

Knightley Park, Rangemore, Burton-on-Trent
07786 436518

Devon Site

Escot Park, Fairmile, Exeter, EX11 1LU
07786 436518

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STUDENT HANDBOOK

Name:

.....

Course:

.....

Welcome to Survival School

We are delighted to welcome you to Survival School and hope that you find your time with us safe, fun and ultimately rewarding and enjoyable.

This handbook contains all the information about Survival School and your courses. Please take the time to read through it so that you know what to expect from your course.

If you need assistance at anytime, please contact us either by phone or email. We will be only too happy to point you in the right direction. Also, if there is anything that you would prefer to be done differently, please let us know.

We would like you to feel at home whilst on our courses and we will go out of our way to ensure you have a great time with professional instructors and assessors and the best instruction available.

We look forward to working with you.



Jonny Crockett
Head of Centre
Survival School.

Survival School's Mission Statement

Survival School's aim is to provide the best bushcraft, survival and wilderness living education possible, putting our customers first through high quality teaching and support and always promoting conservation.

At Survival School we endeavour to improve our performance for you and we will always put you first. This is what we offer you:

Students

- Accurate and impartial guidance
- Clear and accurate information about the costs
- Specialist help for students with disabilities or learning difficulties
- Initial induction
- High quality teaching and assessment by qualified and experienced staff
- Tutorial support
- Equality of opportunity to our programmes
- The opportunity for you feedback

Employers and the local Community

- Prompt and efficient handling of your enquiries
- Named personnel with clear points of contact
- Clear information on the standards of skills and competence attained by students
- Clear information about training

Quality Standards – Customer Services

We are committed to:

- Putting our customers first
- Meeting our customers' needs
- Developing partnerships with staff, students, the community and industry
- Recognising and respecting the needs and rights of individuals
- The continuous improvement of our programme and services
- Providing our staff with appropriate training and evaluating its effectiveness

You can expect us to:

- Treat you with courtesy, respect and consideration
- Identify ourselves by name and position in the centre when we communicate with you
- Listen and respond appropriately
- Conduct our dealings with you with efficiency, integrity, fairness and professionalism
- Provide you with relevant, accurate and up to date information when you need it
- Make you aware of the standard of service we aim to provide
- Actively seek your comments on a regular basis

If a problem arises, we will:

- Wherever possible, deal with the matter straightaway
- Advise you of what action can be taken if it cannot be dealt with immediately
- Advise you of any further steps you can take if you remain dissatisfied

Equality and Diversity

At Survival School we are committed to promoting and celebrating diversity and equality of opportunity. We appreciate the benefits and richness that diversity brings. We want your time at Survival School to be enjoyable, successful and stimulating. Racism or treating people badly because of their age, gender, sexuality, religion, physical or mental differences is unacceptable.

Student Code of Conduct

This code of conduct exists to benefit everybody. Observing it is both good sense and a condition of Survival School membership. In doing so, everyone within Survival School will contribute to the care of Survival School, the personnel involved with Survival School and the environment.

You are asked to:

- Behave in a courteous, considerate and respectful manner towards others
- Behave in a way that does not endanger others
- Be punctual to all classes and attend all classes with equipment required
- Comply with course requirements in terms of wearing appropriate clothing and using serviceable equipment
- Not to smoke during lessons
- Not to attend whilst under the influence of controlled drugs or alcohol
- Refrain from using foul and abusive language to others
- Not litter the premises
- Switch off mobile phones whilst teaching is taking place
- Respect the environment at all times

Complaints Procedure

We are proud of the standards achieved at Survival School and the professionalism of the staff. However, despite our best efforts, things occasionally do go wrong. When they do we want to know so that we can put them right as quickly as possible.

If your complaint involves a member of staff, you should, where possible, take up the matter directly with the person concerned and give them every opportunity to deal with the problem. You can also make a complaint in person to another member of staff in writing or by telephone – 01453 752220. You will receive a response within 10 working days.

Harassment

Survival School is committed to providing a safe, welcoming environment for all students and staff and will not tolerate any form of harassment or bullying. Harassment is any behaviour which is unreasonable, unwelcome or offensive to the person it is directed towards.

Survival School does not tolerate physical abuse, verbal threats, racist, sexist or religious comments.

First Aid

All staff are first aid trained and carry first aid kits. In the event of an accident or casualty ask the nearest member of staff for assistance. Always stay with the casualty until the first Aider arrives. All incidents and accidents must be reported to the course leader or head of centre.

Appeals against Results

Students may appeal against their assessment results:

- Within 5 working days of the grade being awarded the student consults with the individual assessor or the assessment leader
- If agreement cannot be reached, the student is advised that within 5 working days they can request the formal appeals procedure to be involved
- Within 10 working days of the decision that the result should stand being reached the head of centre must set up a meeting of the course team to which the student is invited. The head of centre will act as chairman.
- If agreement cannot be reached then the matter is referred to an independent arbitrator
- Within 10 working days the arbitrator considers all the documentation and evidence, including, where appropriate, interviewing staff or the student. The final decision is made by the independent arbitrator and this is communicated to both the head of centre and the student.

Survival School Survey

Please take a few minutes to fill in this survey. The information you give will help us to improve future courses. There is no need to give your name.

Name of Course: Date:

What do you think about the following aspects of your course? Please fill in the appropriate answer circle using the following scale: 1 = outstanding, 2 = good, 3 = satisfactory, 4 = inadequate. Please respond to all the statements, marking the 'n/a' (not applicable) column if it is not relevant to you.

What do you think about the following aspects of your course?

	1	2	3	4	n/a
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A. Start of the Course

- | | | | | | |
|---|-----|-----|-----|-----|---|
| A1. The usefulness of website for information about courses | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| A2. The helpfulness of any pre-enrolment advice & guidance you received | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| A3. The ease and simplicity of the signing up to the course | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |

B. Course Organisation

- | | | | | | |
|---|-----|-----|-----|-----|---|
| B1. The way in which the course was organised and delivered | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| B2. The information you were given about any changes to the programme | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |

C. Training and Learning on the Course

- | | | | | | |
|---|-----|-----|-----|-----|---|
| C1. The content of the course in relation to your job /career / leisure needs | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C2. How well prepared and organised the classes have been | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C3. The variety of teaching and learning methods used in the course | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C4. The clarity & usefulness of the learning materials (incl. handouts) | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C5. How clearly any assessments were set out and explained | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C6. How helpful the written feedback & reviews of your progress were | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C7. The help and support provided by the tutors | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C8. The standard of the learning environment (woodland) and the facilities | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |
| C9. The overall quality of the instruction you received | 1 ☺ | 2 ○ | 3 ○ | 4 ☹ | ○ |

D1. Overall, how satisfied are you with your course?

1 ☺ 2 ○ 3 ○ 4 ☹ ○

E1. Are you getting good advice on what to do next?

1 ☺ 2 ○ 3 ○ 4 ☹ ○

F. Further Comments

Please add any final comments either to explain your views or to make any other points you think may be of use to improve your course for participants in the future. Comments in this section are often the most helpful.