

# Lupine Adventure Co-operative

## DofE staff pack



This pack must be brought, complete, on all DofE jobs

### The Contents of this pack

Document name	No.
DofE guide to remote supervision and searches (4 <sup>th</sup> edition revision 1)	1
Accident, Illness or near miss reporting form. You can download a word document version of this from our website at the link shown below. If you fill this form in electronically it must be emailed to the job organiser and course director before you leave the job	4
Safeguarding Issue Report form	1
DofE remote supervision plan	4
Lupine Emergency Procedures training cards	1
How to defer a group and an abridged expedition requirements	1
Parental consent forms	2
Informed (adult) consent form	1

If you need to replenish items from a pack that has been issued to you on a permanent basis you can do so in any of the following ways

- 1) Download copies of documents from our website and print them off yourself.  
<https://www.lupineadventure.co.uk/staff-documents>
- 2) When working in a team feel free to take documents from the numbered packs that go out to staff who have not been issued with one permanently, these are all checked and replenished on return.
- 3) Contact us and ask us to post you extra copies.