



ARMY

ARMY ORIENTEERING ASSOCIATION

Coaching Officer

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See Distribution

Reference: AOA/Courses/ACF O Instr 02-18

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ACF ORIENTEERING INSTRUCTOR COURSE– JOINING INSTRUCTIONS

General

1. The Army Orienteering Association (AOA) is providing the Army Cadet Force Association with ACF Orienteering Instructor Courses. The second pilot course will take place at Catterick Training Area, North Yorkshire on the 17-18 Feb 18.

Course aim and content

2. The course aim is to enable ACF Adult Volunteers to: understand what orienteering is, the basic skills needed for orienteering, to be able to plan orienteering related activities, to organise safe orienteering events, to coach cadets to improve their navigational skills and to use the EMIT timing system used by the Cadet Force.

3. The course is suitable for those who have no previous orienteering experience.

4. A detailed course programme will be provided on day 1 of the course. A draft one is at Annex A.

Student physical ability

5. All students loaded onto this course must be physically fit enough to move across rough terrain at a moderate pace and be able to carry the equipment needed layout an event and collect it in at its conclusion. If in the opinion of the lead tutor, a Student isn't safely able to do this they will be required to cease participation in the course.

Course places

6. Courses places are bid through the Westminster IT system and are allocated on a first come first served basis by HQ ACFA.

Reporting

7. Students are to report to the reception of 3AEC in Vimy Barracks, Catterick Garrison, DL9 3LS before 08.30hrs on the first day of the course (Saturday) where they will carry out course joining administration. Students will be booked in and allocated their accommodation, which is located in Wathgill Camp and made ready for the first session at 09.00hrs.

Hours of work

8. The course commences at 09.00hrs sharp on the Sat am, concludes that evening at 19.30hrs, with a dinner break at 17.30 to 18.00hrs. It re-commences at 08.00 on the Sun am and ends at no later than 17.00. No late arrival, missing of session or early departure will be allowed for a student to have a successful completion of the course.

Administration

9. **Accommodation.** The accommodation provided at Wathgill Camp is basic training camp type accommodation with limited facilities. There is no bedding issued for the course, therefore all students are required to bring sleeping bags. Accommodation is secured by code locks and individual lockers are available; padlocks are to be brought if required. Students are to inform the Coaching Officer if accommodation is not required.

10. Accommodation is available on the Fri evening before the course starts but no food is provided. All students needing accommodation on the Fri are to inform the coaching officer.

11. **Messing.** All meals are provided by the central catering facility at Wathgill. Meal timings are as follows:

Breakfast - 0700 - 0800hrs

Lunch - Packed meal daily to allow flexibility in teaching.

Evening Meal - 1730 - 1800hrs. There is no meal booked for Sunday evening

12. **Travel arrangements.** Catterick Garrison is accessed from the A1M at junction 52. Wathgill Camp is situated on the A6108 to the West of Catterick Garrison at DL11 6AH. Parking is in official parking areas only. The nearest railway station to Catterick/Wathgill is Darlington. Students arriving by train should use a bus/taxi to get to Catterick.

13. **Security.** Students are to comply with all local security requirements and are to remain vigilant. Personnel are responsible for all their own kit, equipment and valuables brought to Wathgill.

14. **Pets.** Dogs and other pets are not permitted on Wathgill Camp or the training areas.

Dress and equipment

15. Uniform is not required on the course. Sufficient sports clothing and equipment suitable for orienteering including outer clothing suitable for wet weather should be brought to the course. While some lessons will take place in the classroom, much of the course will be conducted on the training area.

16. To plan orienteering activities a PC or laptop is needed; as a minimum one between 2 students is required. There are some laptops available for loan from the Coaching Officer. These need to be booked in advance using the contact details above. Please note that Macs are not suitable unless they also have a windows installation. The laptops must be able to have software installed on them. The software is free and is called Purple Pen. It can be downloaded and installed in advance from: <http://purple-pen.org>

17. The following equipment is also required:

Item	Qty	Remarks
Waterproof clothing	As required	For outdoor activity and suitable for carrying out physical activity
Orienteering shoes	2 pairs	Or trainers suitable for off road conditions
Orienteering suits	2	Or running t-shirts and long bottoms for leg protection.
Day sack	1	Take dry kit to area
Plastic bags	As required	For wet clothes
Water bottle	1	
Flask	1	
Knife, fork and spoon	1 set	Cookhouse doesn't always provide these
Compass	1	Issued Silva compass is fine
Whistle	1	Mandatory for use on the training area if injured / lost
Sleeping bag	1	
Padlock and key	1	To secure personal equipment in the accommodation
Stationery	As required	As a minimum notebook, pens/pencils and red pens (biros or fine permanent pens)

18. Clean casual clothes or clean and presentable tracksuits may be worn at meal times.

Summary

19. The ACF Orienteering Instructor Course offers valuable skills to all students enabling them to introduce and/or develop orienteering within their Contingent. Any queries regarding these joining instructions or the course should, in the first instance, be directed to the Coaching Officer.

Original signed

Phill Batts
AOA Coaching Officer
coaching@armyorienteering.com

Annexes:

A. Course program

Distribution:

All students

Copy to:

National Sports Delivery Officer, ACFA

AOA Secretary

Tutor Team

Annex A To
AOA/Courses/ ACF O Instr 02-18

Army Cadet Force Orienteering Instructor Course Program

Day/Time	Session detail	Remarks	Resources
Sat 09.00	Introductions	Tutors and students give overview of O experience	
09.15	What is Orienteering	Get across the fun element	Lesson 1 What is O, IOF video, Maps, EMIT Control & Brikke
09.40	Map basics	Differences to usual OS mapping	Lesson 2 Intro to O Maps, map symbol handout
10.00	BO Step System	Explain how the skills are built up, illustrate age guide. Discuss the common skills and relate to jargon sheet	BO Step system & Jargon sheet handouts
10.15	Ex 1 -How to introduce O maps	Map walk led by tutors. Move straight to Ex 2. Focus on map key, control information and course marking	Ex 1 Map. Need simple hanging controls laid out. IOF Control description handout. Need to take map symbols handout
11.00	Ex 2 - Yellow standard courses	Individual effort to walk around the courses	Ex 2 yellow 1 to 4. All controls map, just flags with codes
11.45	Other O exercises	Self-draw, sports/drill hall, Jigsaw maps, cones maps, symbol relay, go4Orienteering "cones", map memory, simplification, compass and pacing, map symbol quizzes	Examples of each to view, try out the jigsaw and cones Ex. Need to cover use of compass in O as opposed to Mil Nav Ex
13.00	Ex 3 - Activity planning	Use step system and Carol's planning guide. Purple Pen intro. Plan a Yellow and Orange course using set start and finish	Carol McNeal's colour coded planning handout, blank maps with start and finish marked on. Students in pairs. Tutors to provide support
14.00	Review Ex 3 Activity plans	Display on screen and review against guides	
15.00	O Course types	Line, score, Harris relay, Relay, Norwegian	Lesson 3 course types, why choose that course. Norwegian handout
15.15	Ex 4 - Score event	20 min score event on POC behind guardroom	EMIT Brikke's per person
15:45	Event organisation	Have to compress the time needed here	Lesson 4 Event Organisation
17.30	Orienteering Club Scene	Overview of BO, regions and club structure. How to find local events. Importance of letting organiser know that a group is going to attend. Demo the BO fixture finder	
17.45	Dinner		
18.15 – 20.30	Plan two courses for 13-14 & 15-16 yr old Cadets	In different pairs from last time. Tutor to choose best	To be used for tomorrow's activity
Sun 08.00	Coaching fundamentals	Highlight difficulties of coaching O compared to other sports	Use BO level 2 coaching resources. Show the coaching cards in the pack
09.30	Prepare for O activity with local Cadets	Split into four groups Plan, Cont, Org & Coach.	Collect stores needed
10.00	Planners layout controls	Other 3 groups plan coaching sessions for Cadets. One tutor to go with planners!	
10.30	Controllers check controls	Need resources for intro to O, intro to Map, compass use, TD2/3 skills	
11.30	Organiser set up start and finish		Usual start and finish equipment
12.00	Cadet coaching starts	As planners and controllers return they assist the coaches.	
12.30	First Cadets start courses	Four students to go out onto the course and coach in terrain, remainder coach post finish	
12.45	Finish manned by students	Use MTR4, second print given to Cadets. Hand written results produced by Students from MTR prints	
14.00	Courses close	Tutor and Cadets to collect controls. Students to have tried all roles if possible	
14.15	EMIT Equipment	To include the kit used by the ACF. To include the use of E-Results Lite software	
15.00	On line Resources available	BO, BAOC, I-orienteering, go4Orienteering, O-training	Useful contacts handout
15.30	Course feedback, Certificate presentation and dispersal		