

Hiking and Backpacking

Hiking activities are defined as walking on non-paved trails for one day or less, while carrying a lightweight backpack with personal items.

1. All participants, including staff, will follow the rules, laws, and guidelines of ski resorts, public, and private lands, and strive to be good representatives of ASD.
2. All participants will wear sneakers or hiking boots.
3. All participants will carry the following:
 - a. warm layers
 - b. waterproof layers
 - c. sunscreen and hat
 - d. appropriate water for the length of the hike, or opportunities to re-supply
 - e. personal food
4. Staff will conduct safety briefings prior to and during hike that include:
 - a. Changing environmental conditions
 - b. Objective hazards including steep terrain, loose rocks, overhanging branches, slippery areas, and other inherent risks.
 - c. Intended route, including length, elevation gain, and estimated time.
 - i. Staff and students will have access to navigation aids such as maps, compasses, and other technology as appropriate.
 - d. How to treat blisters through the application of appropriate first-aid.
5. Groups should maintain a pace that keeps all members within visual and verbal contact.
6. A leader will be in visual contact with the first person in the group. A leader will be in visual contact with the last person in the group. The two leaders at the front and back should remain in visual or verbal contact.
6. If a stream crossing is necessary, the following control measures should be taken:
 - a. Take time to find the most appropriate place to cross. Consider the depth and pace of the water, and the distance across the stream.
 - b. If rocks or logs are to be used for foot placement, a leader should test for stability, and warn participants about slippery or unstable areas.
 - c. If the stream is deep or swift enough to knock a person off their feet or carry them downstream, consider passing packs. Backpacking packs should be completely unbuckled for the crossing for easy escape.
 - d. A human chain or partner support may be used to execute the crossing.
 - e. A hiking stick may be placed upstream to provide additional support.
 - f. Students should be discouraged from leaping or jumping across streams.
 - g. Students should wear camp shoes or hiking boots when crossing streams.
 - h. Conduct a safety briefing explaining where to wait on each bank, and what to do if immersed in the stream.
1. If the water is less than knee deep, footing may be regained by placing both feet carefully on the bottom and keeping body low until balanced is regained.
2. If swept off feet, free oneself from pack, orient feet downstream, and try to drift towards bank. Leaders on each side of stream will move to intercept.
7. Students shall be instructed about dangerous animal management, including how to check for ticks, and what to do in case of a bear encounter.

Lightning Protocols

- If you hear thunder, you should return to lower, rolling terrain.

- If you see lightning, you should prepare your group for the possibility of lightning positioning.
- Immediately get off elevated areas such as hills, mountain ridges, or peaks.
- Never lie flat on the ground. Crouch down in a ball-like position with your head tucked and hands over your ears so that you are down low with minimal contact with the ground.
- Keep your feet close together to minimize step voltage
- Never shelter under an isolated tree.
- Never use a cliff or rocky overhang for shelter.
- Immediately get out of and away from ponds, lakes, and other bodies of water.
- Stay away from objects that conduct electricity (such as barbed wire fences, power lines, or windmills, tent poles).
- If you are in a group during a thunderstorm, separate from each other. This will reduce the number of injuries if lightning strikes the ground.
- If you are in a tent in a sheltered area in low, rolling terrain, lightning position is a minimum expectation. If you are in an exposed area, leaving the tent before the storm hits and waiting it out as a dispersed group is preferred. Establish a meeting place and ensure everyone has rain protection and a flashlight or headlamp.
- If you are out in the open water and a storm rolls in, return to shore immediately.
- Stay away from open spaces such as golf courses, parks, playgrounds, ponds, lakes, swimming pools, and beaches. Seek shelter immediately.
- Stay away from tall structures, such as telephone poles and trees; lightning tends to strike the tallest object around.

There is a great section on the lightning protocol in [this wonderful slideshow](#) made by Brandy Keleher!

Lost Person Protocol

When searching for a lost person

1. STAY CALM!
2. Gather all participants and establish a base.
3. Gather information
 - a. Who saw the lost person last?
 - b. How much time has passed since you saw them?
 - c. Where were they and which way were they headed?
4. Make search teams. Depending on the age and location of participants, students may stay put with a leader or make teams of two or three to search.
 - a. Search teams will be given a direction in which to travel o specific location to search, landmarks to use to return to the base, and a time to return to base.
 - b. If possible, send radios or cell phones for communication. If not, establish a whistle signal: 3 whistles, a pause, then 3 more means, "I need help here." Repeated whistle blows mean, "I found them!"
5. Do a hasty search
 - a. Assign a group to check upstream, another to check downstream, one group to check farther along the trail, and one group to search they way you have come. If there is a trail crossing near the location the person was last seen, this trail should be searched in both directions.

- b. Searchers should call the missing person's name, then wait motionless for 15 seconds to allow time to hear a reply.
 - c. Look along trails and creeks for signs of humans: wet spots where they exited the water, broken weeds, or flattened grass. Mark these with bright items as possible additional directions in which to search.
6. Do a fine search
- a. Contact the OCA and let them know the following:
 - i. The name of the missing person
 - ii. How long they have been missing
 - iii. Your location
 - b. Depending on the time of day, your location, and available resources, the OCA may do the following:
 - i. Send you nearby additional personnel
 - ii. Tell you to activate the SOS button on your Garmin InReach or call 911
 - iii. The OCA will contact the parents of the missing person as needed
 - c. You may repeat the hasty search, this time ensuring that each team spreads out in a line while maintaining visual contact with each other, and use pieces of white athletic tape to mark the edges of an area searched.
 - i. An area can be cleared if there is NO SIGN of the missing person.

When you are the lost person

- 1. STAY CALM!!!
- 2. Stay where you are unless:
 - a. The area you are in is unsafe
 - b. Bad weather is approaching and you have no shelter
- 3. While waiting, do the following:
 - a. Find a spot protected from the elements
 - b. Stay warm - add layers, sit on sleeping pads or pine boughs
 - c. Drink water and eat food
 - d. Flash mirrors or shiny objects
 - e. Put on as many bright colors as you can
 - f. Make noise! Blow your whistle, bang metal objects, shout, sing loudly
 - g. Listen for people looking for you and respond
 - h.

Key Times to Wash Hands



You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- Before, during, and after preparing food
- Before and after eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- Before and after treating a cut or wound
- After using the toilet
- After [changing diapers](#) or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

If soap and water are not readily available, use a hand sanitizer with at least 60% alcohol to clean your hands.

Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can help stop germs from spreading from one person to another and in our communities—including your home, workplace, schools, and childcare facilities.

Follow these five steps every time.



1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or an air dryer.

These recommendations are from the [CDC website](http://www.cdc.gov/handwashing).

Food Handling and Preparation Recommendations

1. Anyone with signs or symptoms of an infectious disease should not handle any group food or dishwashing duties.
2. After handling raw meat, participants should follow hand-washing procedures.
3. If possible, raw meat should be prepared ahead of the trip and cooked to an internal temperature of 165 degrees Fahrenheit. During the trip, food should be reheated to 165 degrees Fahrenheit.
4. Depending on the age of participants, proper instruction in knife use should be given. When participants are using knives, adult supervision is required.
5. When students are using conventional stoves or ovens, instruction and supervision is required. The adult should ensure that all burners and ovens are turned off after use.
6. When students are using camping stoves (like at basecamp), an adult should be responsible for ensuring the stove is stable. Adults are also responsible for turning propane on and off, and lighting stoves. Adult supervision is required during stove use.
7. When students are using backpacking stoves, an adult should ensure that the stove is stable. Adults are responsible for lighting stoves, and supervising student use very closely, including how to avoid pouring boiling water on anyone! These are the stoves most likely to tip and spill boiling water on a person.

Dishwashing Recommendations

1. Participants should be instructed in the use of the bucket system. **Each student is responsible for personal dishes, while group items should be done by assignment or participant volunteers.**
 - A. All excess food should be scraped into the trash.
 - B. Fill the first bucket $\frac{2}{3}$ with water (non-potable water may be used). This is the pre-wash. Students should use a plastic bristled scrub brush to remove sauces, etc. This bucket may be deemed unnecessary.
 - C. Fill the second bucket $\frac{2}{3}$ with water (non-potable water may be used) and 2 oz. of liquid detergent. Dishes will be cleaned with a plastic bristled scrub brush and sponge.
 - D. Fill the third bucket $\frac{2}{3}$ with water (non-potable water may be used). After shedding excess soap into the first bucket, dishes are rinsed in the second bucket.

- E. Fill the fourth bucket 2/3 with water (non-potable water may be used) and 1 capful of liquid household bleach (5%-9% sodium hypochlorite). Dishes are placed in the fourth bucket for a minimum of 30 seconds.
- F. Dishes are stacked on a drying rack or dried with a towel. Dishes should be completely dry before the next use.

For more information on cleaning and disinfecting using bleach, see [this CDC website](#).

Also, please share [this excellent slide show](#) created by Kate Korn with your students, volunteers, and chaperones!!

Transportation Recommendations (revised April 2024)

Leaders should review pages 11-13 of the Student Handbook and [posted on the district website](#) to understand driver responsibilities and expectations.

- 1. School vehicles
 - a. School bus
 - i. Students will follow all policies outlined in the student handbook.
 - ii. Students will keep the aisle and all emergency exits clear at all times
 - iii. Students will follow additional safety directions provided by the driver.
 - iv. There shall be a minimum ratio of 1:20 adults to kids on the bus in addition to the driver.
 - b. Mini-bus
 - vi. Any operator of any vehicle, that is 15 or fewer passengers in size, that is carrying students shall be a current certified driver with all proper documentation on file with the transportation department.
 - vii. Any operator must complete vehicle trip forms, turn in any fuel receipts, and complete any required vehicle inspections while utilizing district vehicles.
 - c. Trucks and Suburbans
 - i. Any licensed adult may drive a district fleet vehicle.
 - ii. A copy of the individual's current driver's license and motor vehicle records must be on file with the Transportation Department prior to driving any district vehicle.
 - iii. Students may not ride in a fleet vehicle unless the driver is a district-certified driver, or there is a life threat that requires immediate transport.
 - iv. Students may not sit in the front seats of any suburbans and trucks, excepting life threatening emergencies that require immediate transport.
- 2. RFTA
 - a. Students will act as representatives of the Aspen School District and follow all guidelines provided by the driver.
 - b. Students under the age of 8 must be seated while the bus is in motion.
 - c. There shall be a minimum ratio of 1:20 adults to kids on the bus.
- 3. Private vehicles
 - a. Students may NOT be transported in private vehicles except in emergency situations. Whenever possible, a district vehicle and approved driver should be used.