

Troop Hike Planning

One Month Before Hike

Secure a topographical map of the area for the hike. Identify any special requirements or restrictions for the hike. Find out if any permits are needed such as entering a wilderness area. Find out about parking, location, fees, restrictions, or tolls. Provide a driving map from Scout hall to the hiking area, for each driver. If hiking on private property, get permission from the owner.

Make a time table, showing when to meet at Scout Hall, when the hike is expected to start and end, and when you will arrive back at Scout Hall. Also identify a contact person from the Troop (not participating in the hike), that will have a copy of all contact information for those going on the hike, and a copy of the plan.

Present the Plan to the Troop Committee a month before the hike for their approval.

Two to Three Weeks Before the Hike

Complete all information on the Permission Form and makes enough copies for all members of the Troop and Webelos Den(s). Work with the Scoutmaster for departure times, weather forecasts, and maps. Encourage Scouts to have their parents drive. Secure a Tour Permit from the Boy Scout Council. Driver information, number of adults and number of Scouts is needed for the permit. When passing out permission forms, include the [Day Hike Equipment List](#).

One Week before Hike:

Collect the Permission Forms from the Scouts. Discourage Scouts from turning them in at the departure point. This leads to poor planning and inadequate transportation. Remind Scouts of what to bring and announce any last minute changes.

Day of Hike:

Give Driver the Permission to Travel Forms. Make sure all Scouts have their required equipment. Remind all that there will be no vehicle switching without the adult leaders permission. Permission to travel forms must be carried in the vehicle and on the hike. Give a call to the contact person for the hike, giving last minute info on who is going, and expected times to check in with them. Take the First Aid Kit from Scout Hall, and take the SPOT locater in case of emergency.

After the Hike;

Make sure all Scouts are picked up by a responsible adult. Complete the Activity Form, giving a copy to the Advancement Chair and Treasurer, along with a copy of the Tour Permit.