



Guidelines for setting up a new Step out Sheffield health walk

Certain ground rules should be observed before work begins to develop a new walk

- The management committee should be informed of the proposal to start a new walk.
- The proposed walk should be in an area that isn't currently served by a health walk and/or a need for a walk in this area has been demonstrated.
- There should be a minimum of four VWLs available on a regular basis to lead the new walk

By being aware of all plans to instigate new walks the Step out Sheffield management committee are in the best position to know if there are any conflicts of interest related to the proposal (e.g., other proposals for a new walk within the same area). Therefore all proposals for new walks should be submitted to the management committee for approval. This includes proposals from committee members.

For safety reasons, a minimum of four trained and registered VWLs must agree to volunteer regularly on the proposed pilot. The Step out Sheffield cascade trainers will undertake to train any candidates willing to support both new and existing walks. However, all candidates who undergo WfH volunteer walk leader training **MUST** attend at least one health walk, preferably more, before doing their training.

Commissioning a new walk:

All new walks will begin as pilots.

The day and time of any new walk should be discussed with the management committee and approved by them to help minimize the risk of conflicts of interest.

The management committee will provide support, where needed, to develop pilot walks by helping with route planning, risk assessing, publicity and database training.

Once the pilot is up and running the area link and/or the scheme coordinator will provide background support and additional paperwork and training as necessary.

New walks will only be added to the programme of accredited weekly walks once the committee considers them to be sustainable. The probationary period may take months or even years but is necessary because it is extremely difficult to 'decommission' a walk that has been promoted via the programme leaflet.

Launching New walks

The management committee will arrange for the launch to be publicized and, if appropriate, help to fund a launch event. Information can be placed on the web site as soon as the walk goes live, but the walk won't be listed in the city-wide leaflet until after the launch.