

RISK MANAGEMENT PLAN

Activity:	Initiatives	Location:	Mountain Trails	Supervision ratio:	1:12
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Experience of participants: Varied – novice to intermediate

AIMS OF THE ACTIVITY	QUALIFICATIONS AND EXPERIENCE OF ACTIVITY GUIDES	STUDENT REQUIREMENTS AND SAFETY
1. For the students to be challenged in a safe environment. 2. For the students to work together to support individuals 3. For the group to support individual differences of group members.	What are the current experience, competencies qualifications needed for this activity? <ul style="list-style-type: none"> Recent experience at the location Training for this activity Training in group management and emergency response Current first aid certificate Wilderness first aid is desirable but not essential 	How will the students be supervised? 1:12 supervised thought out activity
		How will the staff be deployed? Supervising and assisting students with activity
		Over what area will students be spread? 300m ²
		What activities will students do as preparation for this activity? Safety briefing and demonstration, discussions
		Have the students been tested for any prerequisite skills? (eg swimming) NA

EQUIPMENT USED IN THIS ACTIVITY

Equipment / Protective clothing	Industry Standard	Are there safety checks carried out?		Is the equipment appropriate for age group?	What can go wrong? Action in event of failure	
		Yes	No			How often
Props and possible movable parts	N/A	Yes		Before each activity and monthly	Yes	Inappropriate use of equipment and craft materials resulting in breaking
Closed in Shoes, Appropriate attire	N/A	Yes		Before each activity	Yes	Shoes laces can become undone, shoes could be loose
Radio	Yes	Yes		Before each activity	Yes	Radios may become flat, spare brought in case. Black Spot – Walk to get signal

IDENTIFY THE RISKS (Potential loss – physical, emotional, etc.) AND SCORE (Using accompanying model)

#	RISK	SCORE	#	RISK	SCORE
1	Poor weather	Low	5	Unsafe act of Participant	Moderate
2	Equipment failure	Low	6	Dangerous fauna	Moderate during snake season
3	Poor Facilitation	Low	7	Injury from fall from and element	Low
4	Falling tree limbs	Low	8	Unauthorised use	Low

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IDENTIFY THE CONTRIBUTING FACTORS AND MANAGEMENT STRATEGIES TO COMBAT THOSE FACTORS

CATEGORY	CONTRIBUTING FACTORS	MANAGEMENT STRATEGY
PEOPLE Attributes people bring to an activity such as skills, attitudes, age, physical fitness, health numbers, etc.	<ol style="list-style-type: none"> Unresponsive participants, work stress of activity guide excited/nervous participants, unruly behaviour Participant ridicule Peer pressure 	<ol style="list-style-type: none"> responsible rostering, teaching staff briefing, demonstration of procedure and safety briefing safety briefing, discipline unruly behaviour, group management Maintain participants group 'Full Value Contract' conduct session in 'Challenge by Choice' framework
EQUIPMENT Resources that impact on the activity such as clothing, helmets, ropes, harnesses, tents, hardware, etc.	<ol style="list-style-type: none"> 2. Age and constant use, weathering, incorrect connection technique 	<ol style="list-style-type: none"> Pre activity check, briefing regarding safe connection and transfers.
ENVIRONMENT Factors that impact on the activity such as weather, terrain, water, tides, fire, flora, fauna, wind, etc.	<ol style="list-style-type: none"> Stormy conditions and extreme temperatures high winds, unhealthy trees Season, poor site maintenance 	<ol style="list-style-type: none"> pre activity weather check and in the field observations pre activity check, annual arborist inspection activity discussions and briefing, in the field observations

OCCUPATIONAL HEALTH AND SAFETY Factors which might arise if a regulation or safety guideline was not followed	1. poor spotting, lack of impact dampening material 2. wandering participants in free time	1. briefing and practice of spotting skills, regular maintenance and chip barking 2. 'deny access' procedures and monitoring of site boundaries
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EMERGENCY MANAGEMENT PLAN

1. Keep group together	How remote is the activity from sources of assistance?	on site
2. Implement Emergency Management Plan	How would help be called?	Radio, Messenger
3. Alert teaching staff to Management Plan	How long would it take to get help after an accident?	other staff – 5 mins ambulance – 50 mins

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