

Risk Management Plan

Activity:	Mountain bikes	Location:	Mountain Trails Adventure School	Supervision ratio:	1:6
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Experience of participants: Novice or limited experience

AIMS OF THE ACTIVITY	QUALIFICATIONS AND EXPERIENCE OF ACTIVITY GUIDES	STUDENT REQUIREMENTS AND SAFETY
<ol style="list-style-type: none"> Teach basic skills of Mountain bike riding to participants To provide a safe experience of Mountain bike riding through the bush. To encourage minimal impact and create awareness of the environment. Encourage participants to listen to instruction. To develop interest in the sport of Mountain bike riding. 	<p>What are the current experiences, competencies or qualifications needed for this activity?</p> <ul style="list-style-type: none"> Training in group management and emergency response. Professional mountain bike instructor. First Aid Certification. Basic knowledge of Mountain bike mechanics. Wilderness first aid desirable but not essential 	<p>How will the students be supervised? 1:5 – supervision of students in a line while on the trails. Formation of line to be outlined in brief.</p>
		<p>How will the staff be deployed? Students will be instructed by the Guides throughout the activity, with a lead rider, rear rider and any additional staff spread out in the group.</p>
		<p>Over what area will students be spread? Up to 200m</p>
		<p>What activities will students do as preparation for this activity? Safety briefing and Basic skills lesson.</p>
		<p>Have the students been tested for any prerequisite skills? (Eg swimming) Basic skills test</p>

EQUIPMENT USED IN THIS ACTIVITY

Equipment / Protective clothing	Industry Standard	Are there safety checks carried out?		What can go wrong? Action in event of failure
		Yes	No	
Sturdy shoes	Yes	Yes		Prior to the activity beginning Sore irritated feet
First Aid Kit	Yes	Yes		Prior to every program First Aid kit, not stocked. Check list has been produced as a reference guide.
UHF Radio	Yes	Yes		Prior to use Black Spots – walk to signal Battery Failure – Carry an extra radio
Helmet	Yes	Yes		Prior to use Broken- remove from circulation and replace.
Gloves	optional	Yes		Prior to use
Hydration Packs	Optional	Yes		Prior to use. Water bottle supplied if no pack Dehydration and disorientation

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

#	RISK	SCORE	#	RISK	SCORE
1	Poor facilitation	Low	6	Ankle Injury	Moderate
2	Falling tree limbs	Low	7	Group becomes lost	Low
3	Poor weather	Low	8	Individual becomes separated	Low
4	Dangerous fauna	Moderate(snake season only)	9	Fall off motorbike	High
5	Unsafe act of participant	Moderate	10	Burns resulting from contact with the engine block	Moderate
11	Dehydration	Moderate	12	Eye injury	Moderate
13	Motorbike collision	High	14	Start bush fire from engine heat	Low

IDENTIFY THE CONTRIBUTING FACTORS AND MANAGEMENT STRATEGIES TO COMBAT THOSE FACTORS

CATEGORY	CONTRIBUTING FACTORS	MANAGEMENT CONTROLS
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 participants, unruly behaviour Inadequate footwear, uneven ground Rider takes wrong turn, group becomes spread out, ineffective communication between staff Rider takes wrong turn, rider falls off and missed by rear staff rider Uneven or rocky trail, participant mistake Exposed leg, engine block heats up, leg is caught under the bike during a fall Hot days, long non breathable clothing and protective gear, sweating, sticks, rocks, dirt etc kicked up by bikes in front, Stick poking out onto trail, Over flow fuel spraying up into riders face Disoriented client, inexperienced client, Unauthorised rider on trail 	<ol style="list-style-type: none"> responsible rostering, teaching staff briefing clear statement in briefing of safety rules, adequate discipline of unruly behaviour Check all footwear prior to activity, stop on even ground where possible Stop at all corners to allow regrouping, train staff in effective communication Stop at all corners to allow regrouping, train rear rider in supervision techniques, count group size every stop to ensure all participants accounted for Avoid very rocky or difficult terrainchoose trails suited to the group's ability, train participants in basic dirt bike riding skills Stop regularly for drink breaks, Avoid riding in the hottest part of the day Keep group together and managed safely Teach clients necessary skills prior to trail ride commencing, Restrict access with fences, gates and signage

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EQUIPMENT Resources that impact on the activity such as clothing, helmets, ropes, harnesses, tents, hardware, etc.	<ol style="list-style-type: none"> Mountain bikes First Aid kit UHF Radios Foot wear and appropriate clothing Helmets. 	<ol style="list-style-type: none"> Regular maintenance schedule and checked by activity guides prior to leaving First aide bag checked prior to the program commencing UHF radios are checked prior to leaving – radio the kitchen and wait for a response. Checked by activity guides prior to leaving Checked regularly for damage and replaced in necessary
ENVIRONMENT Factors that impact on the activity such as weather, terrain, water, tides, fire, flora, fauna, wind, etc.	<ol style="list-style-type: none"> High winds, unhealthy trees Stormy conditions or extreme temperatures Snakes Long grass, High fire danger, Sparks 	<ol style="list-style-type: none"> Avoid heavily treed areas in high winds, regular track maintenance Check weather forecast prior to activity, in the field observations Brief participants prior to leaving on snake procedures Avoid long grass and dry bush, Restrict riding areas on high fire risk days, Avoid sparking by properly maintaining bikes

RISK SCORES WITH CONTROLS IN PLACE

#	RISK	SCORE	#	RISK	SCORE
1	Poor facilitation	Low	6	Ankle Injury	Low
2	Falling tree limbs	Low	7	Group becomes lost	Low
3	Poor weather	Low	8	Individual becomes separated	Low
4	Dangerous fauna	Low(snake season only)	9	Fall off mountain bike	Moderate
5	Unsafe act of participant	Moderate	10	Eye injury	Low
11	Dehydration	Moderate			

EMERGENCY MANAGEMENT PLAN

1. Keep group together	How remote is the activity from sources of assistance?	Within Mountain Trails property. All full time staff familiar with location and rescue procedures
2. Implement Emergency Management Plan	How would help be called?	hand held radio direct to the camp directors
3. Alert teaching staff to Management Plan	How long would it take to get help after an accident?	First aid qualified staff – 5-10 mins Ambulance – 1 hour Helicopter – 1-2 hours

REPORT PREPARED BY: Malcolm Bennett

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