

RISK ANALYSIS MANAGEMENT PLAN

Activity	Initiatives	Date	October 09
Location	Living Springs Instructor : Client Ratio 1:60 (+ 2 adults)	Other	Grant Whitehead
Hazards	Significance (1=minor, 2=major, 3=life changing)	Eliminate/Isolate/Minimize	
Uneven ground	Yes 1	Minimize	
Onga Onga	Yes 1	Minimize/Eliminate	
High objects	Yes 2	Minimize	
Tyres	Yes 1	Minimize	

Risks specific to activity: (potential losses, accidents, injury, other forms of damage, risk).

1. Bruises, cuts
2. Brakes, dislocations, sprains
3. Stings, allergies
4. Concussion
5. Loss of Programme
6. Psychological Damage (counseling available)

	Casual factors (lemons)	Risk reduction strategies
ALL ABOARD	Spectator hit	Clear instructions given.
	Falling off	Good footwear to be worn. Soft impact materials on the ground.
ALIGATOR PIT	Hit on head by plank	Clear instructions given. Teams members to watch where they pass the board.
	Slip off tyre	No pushing.
SPIDERS WEB	Falling	Clear instructions given.
	Spectator hit	Participants not immediately involved must keep back from the activity.
	Tripping over web cord	No pushing. Clear instructions given. Spotters to be used
	Contact with Onga Onga	Children to be shown Onga Onga plant and told to keep away from it.
TOXIC RIVER	Falling onto the ground	Soft impact materials on the ground. Spotters to be used.
	Injury from rope	Nylon rope used. Maintain proper loop size. Ensure rope isn't wrapped around hands.
	Spectator hit	Clear instructions given
WOODEN WHEEL	Catching fingers in slots	Keep fingers away from slots
	Falling off reel	Clear instructions given. People must go over feet first. Spotters to be used. Team members to hold wheel steady while others go over.
POLE AND TYRE	Falling	Clear instructions given. Spotters to be used.
	Spectator hit	Participants not immediately involved must keep back from the activity.
	Hit by falling tyre	Extra caution to be taken.
LOG	Pushed/ slip off log	Being considerate to team members, teams responsibility.
	Fall onto ground	Landing site that has chip on the ground for soft landing
THE WALL	Falling of the wall	Spotters to be used. Clear instructions given. Proper footwear to be worn. Excellent briefing before activity starts, on safety management at top of wall, especially pulling people over the wall.
	Hitting a spectator	Team members to stay on the top of the wall once having climbed up.

INITIATIVES - EMERGENCY MANAGEMENT

Emergency procedures to manage each identified risk. Emergency gear required

1.

Instructor to assess injury and provide necessary first aid.	First aid kit
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2.

Instructor to assess injury and provide necessary first aid. Instructor will contact programme manager to arrange evacuation of client	First aid kit, cell phone, RT
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3.

Instructor to provide clients personal medication if required. Instructor to assess and monitor client's condition and provide necessary first aid. Instructor will contact programme manager to arrange evacuation of client if required.	First aid kit, cell phone, appropriate medication supplied by client prior to trip.
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4.

Instructor to assess injury and provide necessary first aid. Instructor will contact programme manager to arrange evacuation of client If the injury is life threatening, instructor will contact 111 emergency services.	First aid kit, cell phone, RT
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National standards applicable

Outdoor Leader award, NZOIA Award, Unit Standard 451 Manage risk for an Outdoor Activity
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Policies and guidelines recommended (programme specific)

Living Springs Adventure Camp Policy Staff Training Manual Living Springs RAMS Overview

Minimum skills required by staff/volunteers

Living Springs Risk Management procedures Knowledge of the activities and can instruct fun, creative learning environment Group management skills Current First Aid
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	Accept	Reject
Final approval		

Comments

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