

RISK ANALYSIS MANAGEMENT PLAN

Activity	Low Ropes Course	Date	3 Dec. 08
Location	Living Springs, RD 1, Lyttelton.	Group	Grant Whitehead

Undesired Events: (accidents, injury, other forms of damage, risk [loss]).

General:

- Injury, bruises, cuts, breaks, dislocations, allergic reactions i.e.: onga-onga.
- Lost individual or group, separated individuals or groups. Injury from equipment.
- Lack of interest resulting in lack of attention.
- Hypothermia
- Participation in activities which are beyond the physical, emotional or intellectual competencies of participants.
- Lost or damaged equipment.
- Damage to the environment.
- Loss of correct procedures.

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

1. Sprains, strains, wire or rope burns or other abrasion injuries.
2. Damage to equipment resulting in unsafe systems.
3. Loss of property or inappropriate environmental impact
4. Environmental health conditions: such as mild hypothermia, stings from poisonous plants such as onga-onga, wasp or bee stings.
5. Students separated or lost
6. Utilising the low ropes course without proper supervision or spotters.
7. Embarrassment such as psychological or physical.
8. Emotional responses such as to fears or being too far out of one's comfort zone.
9. Lack of staff training.
10. Lack of maintenance control.

Casual factors (lemons)	Risk reduction strategies
<p>PEOPLE:</p> <ul style="list-style-type: none"> • Falling off course and hitting a post, tree, wire or object • Unsupportive social environment, inappropriate facilitation • Inappropriate or no supervision while waiting or inappropriate direction or supervision • Wasp, bee, onga-onga sting 	<p>GENERAL: The low ropes course is to be supervised by currently competent and experienced instructors</p> <ul style="list-style-type: none"> • Close supervision by experienced facilitator • Course checked beforehand for any hazards • Appropriate use of <i>challenge by choice</i> philosophy. • Identification and destruction of poisonous plants and nests around the low ropes area. Declare risks and identify areas if hazards exist at the time. • Students supervised closely. Sufficient adult supervision to ensure safety of all students on and off of the low ropes course. • Correct instruction by trained instructors, correct teaching progressions, activities chosen to cater for the needs of the group.
<p>EQUIPMENT:</p> <ul style="list-style-type: none"> • Equipment failure due to poor condition of equipment, sharp edges or failure of structural elements of the low ropes course. • Inappropriate or insufficient clothing and personal equipment. 	<ul style="list-style-type: none"> • Low ropes course constructed to safe standards. • First Aid kit on site, radios or cell phones on hand to call for help. • Maintenance measures are kept in place for the use of the low ropes equipment to keep equipment at a safe working standard.

ENVIRONMENT: <ul style="list-style-type: none"> • Cold conditions • Electrical Storms • Unfamiliar terrain or environment • Litter to the environment and stream pollution 	General: Compliance with the NZ Environmental Care code. Staff will have appropriate experience based judgement. <ul style="list-style-type: none"> • Dress appropriately to the conditions. Water should be carried and in some situations food should be taken to the site. • Cancel ropes course use in extreme weather conditions. • Rubbish bins kept on site.
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EMERGENCY MANAGEMENT - Low Ropes Course

General: 4WD access is available in all weather. Radios are held by all Living Springs Staff or a cell phone will be on hand to call 111 in an emergency. Immediate response will be from Living Springs' staff or hired competent instructors on site.	Communications: Excellent cell phone coverage Radios to other Living Springs' instructors or staff Emergency number list Access to transport
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Emergency procedures to manage each identified risk. Emergency gear required

Specific Risks	Emergency Response	Equipment required
Sprains, strains, rope burns or other abrasion injuries. Environmental health conditions such as mild hypothermia, onga-onga, bee or wasp stings.	Instructor qualified in first aid and able to carry out first aid. Appropriate supervision of other students and appropriate evacuation procedures undertaken.	First aid kit on site Transport or emergency evacuation
Embarrassment – such as psychological or physical or emotional.	Debrief appropriately. Refer for further counselling if necessary.	
Damage or loss to property or equipment including environmental impact.	Make good loss or damage. Cease operation if critical equipment now unavailable or not functioning properly.	
Students separated or lost.	The instructor should use suitable experience – based judgement to effect a resolution. The rest of the group should continue to be managed properly.	Radio, cell phone, vehicle. Crisis management plan for lost person put into place.

National standards applicable

Unit standard Level 3, 471, 6 credits: Assist in facilitation of a low ropes course programme for the development of participants. Unit standard Level 5, 24666, 5 credits: Instruct a programme using low ropes course activities.
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Policies and guidelines recommended (programme specific)

Living Springs RAMS overview, Living Springs Adventure camp policy.

Minimum skills required by staff/volunteers

Living Springs staff training Volunteers: Appropriately qualified and experienced to manage the group of students. Current First aid qualifications required. .
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Final approval

Accept

Reject

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Comments: