

Hazard Management System

2022

PAGE	CONTENTS
1	Introduction
3	AEROJUMP
4	AIR RIFLES
5	ARCHERY
6	CLIMBING WALL
7	FLYING FOX
8	GO KART
9	INDOOR GAMES
10	MAYPOLE
11	MINIGOLF
12	NIGHT LINE
13	NIGHT TRAIL
14	ORIENTEERING
15	OUTDOOR SPORTS
16	PLAYGROUND EQUIPMENT
17	TEAM BUILDING - High Pole
18	TEAM BUILDING - Spiders web
19	TEAM BUILDING - 3m Wall
20	TRAMPOLINES
21	WATERSLIDE
22	GAGA DODGEBALL
23	FIRE PIT

INTRODUCTION TO RISK ANALYSIS MANAGEMENT SYSTEMS SHEETS.

All activities are defined as:



means: **A STAFF MEMBER OR TRAINED SUPERVISOR MUST BE PRESENT.**

- * By definition these activities are High risk, that is, they have a higher intent of controlled risk or perceived danger.
- * Given the higher risk associated with these activities, it is important that these be run by camp staff or a qualified instructor acceptable to camp management.



means: **WAIT FOR AN ADULT TO BE PRESENT.**

- * Low risk activities are by definition those with a lower intent of controlled risk or perceived danger but are still likely to cause serious injury/illness if not controlled.
- * The lower risk associated with these activities means that a responsible adult with adequate training or experience may supervise these activities.



means: **GO AHEAD WITHOUT AN ADULT.**

- * As for low risk activities although many incidents/near misses may not be recorded as no adult is required to be present.
- * A safety briefing is given for all these activities during the camp intro .

- * Safety rules and regulations must be adhered to at all times. Refer to the individual RAMS sheets for operating procedures.



Activity:	AEROJUMP	Risk Symbol	
Location:	In front of Mini Golf		
Date:	24 August 2007	Revised date:	Jan 2022

Analysis		Description			
Risks	Accident, injury, other forms of loss	⇒ General Injury	⇒ Cuts		
		⇒ Damage to Equipment	⇒ Bruising		
		⇒ Head/neck Injury	⇒ Crushing		
		⇒ Sprains	⇒ Electrocutation		
		⇒ Fractures,			
Causal Factors	People	Equipment	Environment		
	1. Unsupervised Use 2. Too Heavy/Light 3. Landing on Head/neck 4. Other Injuries 5. Group Management	1. Wear of Bungies/Ropes 2. Wear of Hardware 3. Harnesses 4. Trampolines 5. Winches 6. Electrical	1. Excessive Wind 2. Rain, Frost, Wet		
Risk Management Strategies	Normal Operation	1. Brief all clients of dangers and restrictions upon arrival, ensure adequate signage and fencing. 2. Weigh all clients, attach appropriate number of bungies. Restrict usage where necessary. 3. Ensure correct number of bungies attached and that jumper is winched to correct height above tramps. 4. Ensure jumper has removed shoes and is in correct harness fitted by instructor. Jumper to be in center of trampoline facing central mast (inward). Bungies are to be attached and checked by instructor. If jumper becomes off center they are to be stopped immediately by the instructor. 5. Brief group of rules prior to session. All of group except assisting teacher/leader to remain outside of fenced area until called in by instructor. Another teacher/leader required to oversee those outside fenced area. For all of above refer to manual pages 28-30	1. Remove and store in dry place when not in use. Instructor to check prior to session and replace where necessary. Log book to be filled in noting damage post session. Continual visual checks required throughout session. Refer to manual pages 18-27. 2. Check prior to activity. All hardware to be logged as to when put into use. Visual checks throughout session. Thorough 3 monthly check to be carried out. Refer to manual pages 19-26. 3. As above #2, refer to manual . 4. Check mats springs pads etc. before each session. Ensure they are central and fixed adequately to ground. 3 Monthly check refer to manual pages 19-26. 5. Winches daily and 3 monthly checks as above. (including Motors) Refer to manual pages 19-26 6. Electrical Checks (6 Monthly)	1. Aerojump not to be used if winds exceed 40kmh. 2. Be aware of and brief clients on slippery areas around and on Aerojump. Do not operate in extreme conditions	
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures			



Activity:	AIR RIFLES	Risk Symbol	
Location:	SHOOTING RANGE		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Air rifle wound		
		⇒ Loss of eye		
		⇒ Pellet wound		
Causal Factors	People		Equipment	Environment
	⇒ Misuse of air rifle ⇒ Unclear instructions ⇒ Inadequate supervision ⇒ Pellet ricochet		⇒ Blocked barrel of air rifle	⇒ People or animals behind target
Risk Management Strategies	Normal Operation	⇒ Site specific training given at rifle range to adult leaders (including instruction cards) prior to running activity. Sign off required. ⇒ Must always have adult (18+ or 16+ with gun license) as supervision. ⇒ Always treat rifles as loaded. ⇒ Only shoot at targets ⇒ Eye protection to be worn	⇒ Gear returned at end of each activity ⇒ Check air rifle for blockages before loading. ⇒ Regular maintenance checks of equipment ⇒ No dry firing	⇒ Ensure that area behind target is clear of animals/people
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		



Activity:	ARCHERY	Risk Symbol	
Location:	ARCHERY RANGE		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Pierced skin ⇒ Loss of faculties ⇒ Burns ⇒ Blisters ⇒ Loss of arrows ⇒ Broken arrows		
		People	Equipment	Environment
Causal Factors	⇒ Misuse of gear ⇒ Arrows hitting bystanders ⇒ Burns from bow string ⇒ Blisters from bow string ⇒ Unclear instructions		⇒ Bows/arrows breaking ⇒ Misuse of bows ⇒ Mis-aim of arrows	⇒ Strong wind causes arrows to deviate from target ⇒ People or animals behind target
	Risk Management Strategies	Normal Operation	⇒ Site specific training given at archery range to adult leaders (including instruction cards) prior to running activity. Sign off required. ⇒ Supervision must be 18+ years ⇒ Arm guards (provided) or long sleeves recommended to be worn to prevent string burn. ⇒ Safety rules and regulations abided by ⇒ Only aim at targets ⇒ All bows down prior to retrieving arrows	⇒ Remove arrows correctly ⇒ Return all equipment at end of activity ⇒ Regular maintenance of equipment ⇒ No dry firing of bows
Emergency		⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		



Activity:	CLIMBING WALL	Risk Symbol	
Location:	FAR END OF FIELD		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Falling ⇒ Clothing or hair caught ⇒ Fear related conditions ⇒ Muscle fatigue ⇒ Rope burn		
		⇒ Sun stroke ⇒ Dehydration ⇒ Hypothermia		
Causal Factors		People	Equipment	Environment
		1. Inadequate instruction Poor demonstration, Poor assessment of fears 2. Loose hair or clothing Dangling jewelry 3. Participants not listening People fooling around	1. Ropes, karabiners, holds, harnesses or belay bars- failing 2. Karabiners, ropes or holds falling 3. Harness not worn correctly 4. Excessive rope wear/ damage	1. Distractions 2. Wet, Cold 3. Sun, heat
Risk Management Strategies	Normal Operation	1. Adequate trained supervision (site specific trained or recognised industry standard) 2. Hair tied back Clothing tucked in Dangly jewelry removed 3. Adequate supervision of group waiting No fooling around 4. Fully enclosed securely fastened footwear to be worn.	1. Regular, thorough check of all equipment 2. Wear helmets 3. Instructor to check harnesses & helmets before climbing 4. Try and ensure ropes are not left lying in dust or trodden on by people	1. Keep noise to a minimum when participants are climbing. Stop activity if distractions too great. 2. Do not use when too wet/ cold 3. Ensure hats and sunscreen used as required. Drink bottles as necessary
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/ leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		



Activity:	FLYING FOX	Risk Symbol	
Location:	Climbing Tower		
Date:	24 February 2003	Revised date:	April 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Cuts/bruises ⇒ Broken bones ⇒ Concussion ⇒ Fear related issues ⇒ Death 		
		Causal Factors	People	Equipment
Hazards, perils, dangers		<ul style="list-style-type: none"> ⇒ Falling off platform ⇒ Falling off flying fox ⇒ Running into spectators ⇒ More than one person using flying fox ⇒ Inadequate supervision ⇒ Incorrect use of equipment ⇒ Fingers caught in pulleys ⇒ Person swinging cable 	<ul style="list-style-type: none"> ⇒ Slippery platform ⇒ Wire rope damaged ⇒ Pulley breaking ⇒ Incorrect pulley attachment ⇒ Harness or strop failing ⇒ People upside down could fall out of waist harness ⇒ Dropped equipment 	<ul style="list-style-type: none"> ⇒ Rain ⇒ Sun ⇒ Wind ⇒ Trees overgrown
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ No more than two participants on platform both attached to safety lines. ⇒ Adequate trained supervision (site specific trained or recognised industry standard) ⇒ Clear instructions ⇒ Double check on harness, correct, tight and backed off ⇒ Supervisor to check run clear of spectators and previous 'flyer' before releasing ⇒ Make sure flyer has hands on red sling prior to release and not near cable or pulleys. ⇒ Inform 'flyer' of landing procedure ⇒ Everyone clear of haul rope ⇒ Catcher <u>not</u> to swing cable up and down or side to side. ⇒ Fully enclosed securely fastened footwear to be worn. 	<ul style="list-style-type: none"> ⇒ Be careful when platform wet ⇒ Check wire rope and poles and replace as necessary ⇒ Regular pulley block checks and maintenance ⇒ Wear safety harness correctly ⇒ Double check karabiners are clipped correctly ⇒ Double check backup karabiners clipped correctly ⇒ Tug test on pulley/harness connection ⇒ Make sure wire is at suitable height for ground clearance and stopping distance ⇒ Supervisor at top station harnessed and attached to safety rope ⇒ Brief group not to go upside down unless chest or full body harness is fitted by instructor ⇒ Operator ensure equipment always attached. ⇒ Nobody to stand under platform 	<ul style="list-style-type: none"> ⇒ Check site for hazards prior to beginning of activity ⇒ Remove any obstructing branches
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		



Activity:	GO KART	Risk Symbol	
Location:	Go Kart Track		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Cuts ⇒ Grazes ⇒ Bruises ⇒ Broken bones ⇒ Neck/head injury 		
		<ul style="list-style-type: none"> ⇒ Burns ⇒ Scalping 		
Causal Factors		People	Equipment	Environment
		<ol style="list-style-type: none"> 1. Inadequate instruction/ supervision 2. By standers run over 3. Crash into tyres 4. Refueling done inadequately 5. Health conditions, age, size 6. Loose clothing / long hair caught in moving parts 7. Hands touching hot engine or moving parts 	<ol style="list-style-type: none"> 1. Wheels come off 2. Brakes fail, Accelerator sticks on, Steering wheel jams 3. Tire blow out, brake, accelerator cable or frame breaks 4. Engine catches on fire 	<ol style="list-style-type: none"> 1. Frost / Wet track 2. Debris on track 3. Tire wall not in position
Risk Management Strategies	Normal Operation	<ol style="list-style-type: none"> 1. Trained adult supervision 18+, Clear instructions given 2. Spectators to be seated in grandstand at all times 3. Crash helmet must be worn, Know how to stop go kart 4. Go kart must be refuelled by camp staff only 5. Must be over 8 years old, and of adequate height >120cm 6. Long hair and loose clothing suitably confined 7. Guard around chain & motor, extreme caution Suitable fully enclosed footwear must be worn 	<ol style="list-style-type: none"> 1. Check moving parts and grease regularly 2. Regular maintenance checks to be carried out. 3. Fix or replace as necessary 4. Fire extinguisher at track 	<ol style="list-style-type: none"> 1. Assess track and weather conditions before use. 2. Check and clear foreign objects from track prior to session. 3. Supervisor to ensure tire wall remains on track edge.
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/ leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		

Activity:	INDOOR GAMES	Risk Symbol	
Location:	MAIN HALL		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Grazes	⇒ Hearing damage	
		⇒ Bruising	⇒ Fainting	
		⇒ Fractures	⇒ Collisions with other people/object	
		⇒ Cuts		
		⇒ Severe cuts		
Causal Factors	People	Equipment	Environment	
	⇒ Inappropriate activity for group size ⇒ Unclear/inadequate instructions ⇒ Falling over while playing games ⇒ Fooling around with equipment ⇒ Hit by objects/equipment ⇒ Lack of noise control ⇒ Misuse of equipment	⇒ Unnecessary equipment/furniture in the way	⇒ Carpet ⇒ Glass windows breaking ⇒ Lack of ventilation ⇒ Pole by main door	
Risk Management Strategies	Normal Operation	⇒ Remove all unnecessary equipment/furniture	⇒ Brief in regard to and pad the pole or place barriers when required ⇒ Place physical barriers or people spotting in front of glass areas and other hazards when required ⇒ Open windows and doors to provide adequate ventilation	
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		



Activity:	MAYPOLE	Risk Symbol	
Location:	PLAYGROUND AREA		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Grazes ⇒ Sprains ⇒ Strains ⇒ Bruises ⇒ Concussion 		
		<ul style="list-style-type: none"> ⇒ Loss of teeth ⇒ Broken bones 		
Causal Factors	People		Equipment	Environment
	<ul style="list-style-type: none"> ⇒ Letting go of handle ⇒ Running in wrong direction ⇒ Silly play 		<ul style="list-style-type: none"> ⇒ Chains coming off ⇒ Handles hitting other users in face 	<ul style="list-style-type: none"> ⇒ Matting lifted (Trip hazard)
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ Brief campers on appropriate use during intro talk ⇒ Don't let go until everyone has stopped moving ⇒ Ensure all handles used (2 each if necessary) ⇒ No sitting around edge of matted area ⇒ Fully enclosed securely fastened footwear to be worn 	<ul style="list-style-type: none"> ⇒ Regular inspection and greasing ⇒ Instruct users to shout stop and all users coming to standstill prior to letting go of handles 	<ul style="list-style-type: none"> ⇒ Ensure that matting is pegged securely
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		



Activity:	MINI GOLF	Risk Symbol	
Location:	MINI GOLF COURSE		
Date:	2 February 2011	Revised date:	Jan 2022

Analysis		Description			
Risks	Accident, injury, other forms of loss	⇒	Injury from contact with club		
		⇒	Injury from contact with ball		
		⇒	Damage to Clubs		
Causal Factors		People		Equipment	Environment
		⇒	No or Insufficient adult supervision		
		⇒	Driving the Ball		
		⇒	Misuse of clubs		
Risk Management Strategies	Normal Operation	⇒	Mini Golf to be briefed at camp intro		⇒ Wear sunhat & sunscreen
		⇒	Instructions board at mini golf (Hole 1).		
		⇒	One Adult supervisor to every 5 children playing.		
		⇒	No Driving the ball.		
		⇒	No using clubs for anything other than minigolf.		
		⇒	Failure to obey rules result in confiscation of ball and club.		
		⇒	Close activity if children are using while being unsupervised by adult/leader.		
	Emergency	⇒	Apply first aid as necessary		
		⇒	Ensure group is managed effectively (removed from scene by other staff/teachers/leaders)		
		⇒	Adequate debriefing		
		⇒	Refer to SOP for further procedures		

Activity:	NIGHT LINE (Burma Trail)	Risk Symbol	
Location:	FOREST AROUND CAMP		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Strains		
		⇒ Sprains		
		⇒ Bruises		
		⇒ Grazes		
		⇒ Fear related issues		
Causal Factors	People		Equipment	Environment
	⇒ Inappropriate footwear ⇒ Dangerous play ⇒ Participants don't follow instructions ⇒ Getting lost ⇒ Tripping / falling ⇒ Bumping of heads		⇒ Rope has prickles imbedded ⇒ Rope breaks	⇒ Uneven surface ⇒ Dark ⇒ Gorse and blackberry ⇒ Stumps ⇒ Runs behind archery range
Risk Management Strategies	Normal Operation	⇒ Adequate briefing prior to commencement of activity. ⇒ Fully enclosed securely fastened footwear to be worn. ⇒ Adequate supervision. ⇒ Stay together as group. ⇒ Remove or pad any branches low enough to hit head.	⇒ Check rope regularly	⇒ Check length of course for hazards prior to beginning of activity ⇒ Supervisors stay alert ⇒ Regularly check for and remove gorse, blackberry etc. ⇒ Do not operate whilst archery is being run.
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity:	NIGHT TRAIL	Risk Symbol	
Location:	FOREST AROUND CAMP		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Strains ⇒ Sprains ⇒ Bruises ⇒ Grazes ⇒ Fear related issues 		
		Causal Factors	People	Equipment
		<ul style="list-style-type: none"> ⇒ Inappropriate footwear ⇒ Dangerous play ⇒ Participants don't follow instructions ⇒ Getting lost ⇒ Cuts and scratches 	<ul style="list-style-type: none"> ⇒ Torches, break or flat batteries 	<ul style="list-style-type: none"> ⇒ Uneven surface ⇒ Dark ⇒ Gorse and blackberry ⇒ Barbed wire fences
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ Activity adequately briefed prior to commencement ⇒ Fully enclosed and securely fastened footwear to be worn ⇒ Provide adequate supervision ⇒ Stay together as group 	<ul style="list-style-type: none"> ⇒ Ensure plenty of torches/ spare batteries with each group 	<ul style="list-style-type: none"> ⇒ Check length of course for hazards prior to beginning activity ⇒ Supervisors stay alert ⇒ Move cautiously when not on tracks
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/ leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		

Activity:	ORIENTEERING	Risk Symbol	
Location:	FOREST AROUND CAMP		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks Accident, injury, other forms of loss		⇒ Strains ⇒ Sprains ⇒ Bruises ⇒ Grazes ⇒ Fear related issues	⇒ Cuts and scratches ⇒ Dehydration ⇒ Hypothermia	
	Causal Factors	People ⇒ Inappropriate footwear ⇒ Dangerous play ⇒ Inability to read maps ⇒ Participants don't follow instructions ⇒ Getting lost	Equipment ⇒ Damage to control points,	Environment ⇒ Uneven surface ⇒ Gorse and blackberry ⇒ Barbed wire fences ⇒ Weather - extreme hot or cold/wet ⇒ Motorcycles ⇒ Behind Archery range ⇒ Dangerous trees or fallen branches
Risk Management Strategies	Normal Operation	⇒ Adequate briefing (including map reading skills) given prior to commencement ⇒ Check footwear is suitable ⇒ Stay together as group ⇒ Clear instructions (as outlined on instructions card) ⇒ Definite time limit	⇒ Regular checks of course & control points	⇒ Supervisors stay alert ⇒ Move cautiously when not on tracks ⇒ Take water bottles on hot days ⇒ Ensure adequate clothing ⇒ Stand clear of track when you hear motorcycles approaching. ⇒ Check for dangerous trees /branches following strong wind ⇒ Do not operate - in strong winds - orange orienteering course when archery is being run
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity:	OUTDOOR SPORTS	Risk Symbol	
Location:	PLAYING FIELDS/COURTS		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Strains ⇒ Sprains ⇒ Bruises ⇒ Grazes ⇒ Broken bones ⇒ Dislocations ⇒ Concussion ⇒ Sunburn ⇒ Fainting 		
		Causal Factors	<p>People</p> <ul style="list-style-type: none"> ⇒ Inappropriate clothing/footwear ⇒ Incorrect supervision ⇒ Wrong assessment of ability to play particular sport ⇒ Mismatch of teams - weight, size ⇒ Poor instructions ⇒ Inappropriate equipment for particular sport ⇒ Medical information not supplied ⇒ Over-exertion ⇒ Dangerous play ⇒ Hit by equipment 	<p>Equipment</p> <ul style="list-style-type: none"> ⇒ Misuse of equipment ⇒ Disrepair
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ Camp leaders to be familiar with RAMs and exercise necessary caution where required ⇒ Check clothing/footwear is suitable for sport and weather conditions ⇒ Adequate supervision ⇒ Adapt rules to suit ability/size/weight ⇒ Give correct instructions ⇒ Give correct gear ⇒ Check medical conditions and have extra medication on hand ⇒ Advise to wear sunblock/hat on hot days ⇒ Adequate warm up exercises ⇒ Use suitable people to control game and spectators ⇒ Establish and control rules ⇒ Provide access to drinking water 	<ul style="list-style-type: none"> ⇒ Regular checks of all equipment used for outdoor sports 	<ul style="list-style-type: none"> ⇒ Check fields for rabbit holes, fill regularly & warn of danger ⇒ Check fields/courts for foreign objects ⇒ Check for ice if likely
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		

Activity:	PLAYGROUND EQUIPMENT	Risk Symbol	
Location:	PLAYGROUND		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Broken bones ⇒ Sprains/Strains ⇒ Cuts ⇒ Bruises ⇒ Grazes		
		Causal Factors	People	Equipment
		⇒ Bystanders in the way ⇒ Stunts on the equipment ⇒ Inadequate supervision of young children ⇒ Misuse of equipment ⇒ Falling off slide	⇒ Chains break/fall off swings ⇒ Slide steps break ⇒ Climbing frame breaks ⇒ Equipment failure ⇒ Surface worn off slide	⇒ Bark
Risk Management Strategies	Normal Operation	⇒ Bystanders keep their distance ⇒ One at a time on swing ⇒ One at a time on slide ⇒ No fooling on slide ⇒ Parents to supervise young children	⇒ Regular checks of equipment	⇒ Bark layer is adequate and not too compacted (turn with fork when necessary).
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity:	Team Building - HIGH POLE	Risk Symbol	
Location:	Team Building Course		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Broken bones ⇒ Concussion ⇒ Fear related problems ⇒ Neck/back injuries		
		Causal Factors	People	Equipment
		⇒ Falling ⇒ Lack of confidence ⇒ Inadequate supervision ⇒ Lack of team support	⇒ Equipment failure	⇒ Tree branches
Risk Management Strategies	Normal Operation	⇒ Adequate trained supervision ⇒ Fully enclosed securely fastened footwear to be worn. ⇒ support from other team members ⇒ Team support (physical) insisted on and explained ⇒ Appropriate spotting taught	⇒ Regular maintenance checks	⇒ Check site for hazards prior to beginning of activity ⇒ Prune tree branches as required ⇒ Remove broken tree branches
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity:	Team Building - SPIDERSWEB	Risk Symbol	
Location:	Team Building Course		
Date:	9 February 2009	Revised date:	Jan 2022



Analysis		Description					
Risks	Accident, injury, other forms of loss	⇒ Broken bones ⇒ Concussion ⇒ Bruises ⇒ Fear related problems ⇒ Neck/back injuries					
		Causal Factors	<table border="1"> <thead> <tr> <th>People</th> <th>Equipment</th> <th>Environment</th> </tr> </thead> <tbody> <tr> <td> ⇒ Falling ⇒ Inadequate supervision ⇒ Lack of strength ⇒ Lack of team support ⇒ Showing off (i.e. diving through) </td> <td> ⇒ Equipment failure ⇒ Bungies snapping </td> <td> ⇒ Tree branches ⇒ Uneven ground ⇒ Pine cones </td> </tr> </tbody> </table>	People	Equipment	Environment	⇒ Falling ⇒ Inadequate supervision ⇒ Lack of strength ⇒ Lack of team support ⇒ Showing off (i.e. diving through)
People	Equipment	Environment					
⇒ Falling ⇒ Inadequate supervision ⇒ Lack of strength ⇒ Lack of team support ⇒ Showing off (i.e. diving through)	⇒ Equipment failure ⇒ Bungies snapping	⇒ Tree branches ⇒ Uneven ground ⇒ Pine cones					
Risk Management Strategies	Normal Operation	⇒ Adequate trained supervision with safety briefing prior to commencement. ⇒ Support from other team members ⇒ Team support (physical) insisted on and explained ⇒ Appropriate spotting taught ⇒ Fully enclosed securely fastened footwear to be worn.	⇒ Regular maintenance checks	⇒ Check site for hazards prior to beginning of activity ⇒ Regularly trim tree branches ⇒ Check sight prior to activity and remove any obstructions or hazards			
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures					

Activity:	Team Building - 3M WALL	Risk Symbol	
Location:	Team Building Course		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Broken bones ⇒ Concussion ⇒ Cuts / grazes ⇒ Fear related problems ⇒ Neck/back injuries 		
		Causal Factors	People	Equipment
		<ul style="list-style-type: none"> ⇒ Falling ⇒ Lack of confidence ⇒ Inadequate supervision ⇒ Inadequate team support ⇒ Peer pressure 	<ul style="list-style-type: none"> ⇒ Disintegration of wall structure ⇒ Splinters from timber 	<ul style="list-style-type: none"> ⇒ Tree branches ⇒ Sand (in eyes) ⇒ Moisture on wall timber
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ Adequate trained supervision ⇒ Encouragement from other team members ⇒ Team planning encouraged ⇒ Team support (physical) insisted on and explained ⇒ Appropriate spotting taught 	<ul style="list-style-type: none"> ⇒ Regular maintenance checks 	<ul style="list-style-type: none"> ⇒ Check site for hazards prior to beginning of activity ⇒ Prune tree branches as required.
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		



Activity:	TRAMPOLINES	Risk Symbol	
Location:	PLAYGROUND AREA		
Date:	24 February 2003	Revised date:	Jan 2022

Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Sprains ⇒ Strains ⇒ Bruises ⇒ Head/neck/back injury		
		Causal Factors	People	Equipment
		⇒ User is overconfident ⇒ Stunts ⇒ Misuse of trampoline	⇒ Damaged matt, netting or rods	⇒ Trees
Risk Management Strategies	Normal Operation	⇒ Brief campers on appropriate use during intro talk ⇒ One at a time (close trampolines down for rest of camp if this rule is continually disregarded) ⇒ Stunts done at own risk	⇒ No shoes ⇒ Regular inspections of trampoline structure ⇒ Mats replaced or repaired as required. Contact Springfree with any issues	⇒ Position trampoline safely ⇒ Prune trees as required
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity:	WATERSLIDE	Risk Symbol	
Location:	BEHIND BBQ AREA		
Date:	24 February 2003	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	<ul style="list-style-type: none"> ⇒ Splinters ⇒ Neck injury ⇒ Cuts ⇒ Bruises ⇒ Hypothermia 		
		<ul style="list-style-type: none"> ⇒ Slide burns ⇒ Sunburn ⇒ Sunstroke ⇒ Winding/loss of breath ⇒ Broken Bones / Sprains 		
Causal Factors				
	People	Equipment	Environment	
		<ul style="list-style-type: none"> ⇒ Falling off slide ⇒ Collision of person on slide into spectator or other user ⇒ Not following instructions (using soap etc.) ⇒ No adult supervision 	<ul style="list-style-type: none"> ⇒ Screws loose on edge of slide mat ⇒ Hole at end of slide ⇒ Insufficient water flow down slide ⇒ Pinecones or other obstacles in water on slide 	<ul style="list-style-type: none"> ⇒ Raining ⇒ Cold ⇒ Wind ⇒ Strong sun
Risk Management Strategies	Normal Operation	<ul style="list-style-type: none"> ⇒ Must have an adult who has been briefed/read instruction card on safety issues supervising at all times ⇒ Have a knowledge of hypothermic conditions ⇒ Make sure slide is clear before using ⇒ Check pool of water near bottom for foreign objects and remove ⇒ No detergent to be used ⇒ No running or jumping on slide ⇒ No catapulting or other dangerous play ⇒ No going down on knees 	<ul style="list-style-type: none"> ⇒ Check slide for hazards prior to beginning of activity ⇒ Water is turned on at top of slide ⇒ Slide is checked regularly for nails and structural integrity. 	<ul style="list-style-type: none"> ⇒ Use sun block on hot days. ⇒ Use for short time or not at all when weather is cold.
	Emergency	<ul style="list-style-type: none"> ⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures 		



Activity:	GAGA DODGEBALL	Risk Symbol	
Location:	HILL IN FRONT OF MAIN HALL		
Date:	AUG 2014	Revised date:	Jan 2022

Analysis		Description		
Risks Accident, injury, other forms of loss		⇒ Strains ⇒ Sprains ⇒ Bruises ⇒ Grazes ⇒ Broken bones	⇒ Dislocations ⇒ Concussion ⇒ Sunburn ⇒ Fainting	
	Causal Factors	People ⇒ Inappropriate clothing/ footwear ⇒ Over-exertion ⇒ Dangerous play ⇒ Hit by equipment ⇒ Colliding with wall or another participant	Equipment ⇒ Misuse of equipment ⇒ Disrepair	Environment ⇒ Uneven surface ⇒ Strong sun ⇒ Extreme cold, ice
Risk Management Strategies	Normal Operation	⇒ Camp leaders to be familiar with RAMs and exercise necessary caution where required ⇒ Check clothing/footwear is suitable for sport and weather conditions ⇒ Adequate supervision ⇒ Advise to wear sunblock/hat on hot days ⇒ Keep hydrated		⇒ Check pit for foreign/dangerous objects ⇒ Ensure pit wall is in good repair
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		

Activity: FIRE PIT	Risk Symbol	
Location: BBQ Area		
Date: July 2018	Revised date:	Jan 2022



Analysis		Description		
Risks	Accident, injury, other forms of loss	⇒ Burns ⇒ Clothes catch fire ⇒ Fall into fire pit ⇒ Children running around with burning sticks ⇒ People hurt by sticks when cooking marshmallows		
		Causal Factors	People	Equipment
		⇒ Inappropriate clothing/ footwear near flames ⇒ Lack of supervision	⇒ Misuse of equipment ⇒ Disrepair ⇒ Fire out of control / too large ⇒ Marshmallow sticks	⇒ Wind ⇒ Closed fire season
Risk Management Strategies	Normal Operation	⇒ Check clothing/footwear is suitable ⇒ Adequate supervision ⇒ Camp leaders to be familiar with RAMs and exercise necessary caution where required	⇒ Water hose is located on side of BBQ shelter	⇒ Check pit for foreign/ dangerous objects ⇒ Ensure pit wall is in good repair ⇒ Check with camp staff regarding fire restrictions
	Emergency	⇒ Apply first aid as necessary ⇒ Ensure group is managed effectively (removed from scene by other staff/teachers/ leaders) ⇒ Adequate debriefing ⇒ Refer to SOP for further procedures		