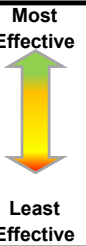




ADVENTURE ACTIVITIES RISK ASSESSMENT AND CONTROL RECORD

This Risk Assessment shall be reviewed at least every 2 years, upon identification of any new risks or whenever there is a related incident or change in a the task, process or activity which may alter risks

PART A - ACTIVITY DETAILS															
Name of activity:		Risk Assessment Number:													
Initiatives / Landbased Trust		YMCA-AA-RAL08													
Activity Scope:		ACTIVITY RISK RATING													
Initiative activities are group activities, with and without props, designed to challenge the groups problem solving and communication skills. They are land based sometime requiring a participant to be held or lifted off the ground.		Overall Risk Level (without Controls)	Overall Risk Level (with Controls)												
		Medium	Low												
Equipment / Facility Requirements:	Supervision Requirements:		Activity Leader Qualification Requirements:												
Activity kits based on choice of games	Supervision of active participants	1 Outdoor Leader													
	Supervision of non-active participants	1 responsible person (e.g. Teacher)													
<table border="1"> <tr> <td>Prepared By:</td> <td>In Consultation with:</td> <td>Issue Date:</td> <td>Next Review Date:</td> </tr> <tr> <td>Lynda Aldridge</td> <td>Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson</td> <td>1-Jan-2024</td> <td>31-Dec-2026</td> </tr> </table>		Prepared By:	In Consultation with:	Issue Date:	Next Review Date:	Lynda Aldridge	Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson	1-Jan-2024	31-Dec-2026	<table border="1"> <tr> <td>WHS Advisor</td> <td>Group Manager</td> </tr> <tr> <td>Michael Schablon</td> <td>Michelle Stanton</td> </tr> </table>		WHS Advisor	Group Manager	Michael Schablon	Michelle Stanton
Prepared By:	In Consultation with:	Issue Date:	Next Review Date:												
Lynda Aldridge	Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson	1-Jan-2024	31-Dec-2026												
WHS Advisor	Group Manager														
Michael Schablon	Michelle Stanton														
Reference Information: (e.g. manufacturer’s instructions, operating manuals, industry information, Company Policies, CoP, Standards, Regulations)		Supporting Documentation: (e.g. Work Instruction, SWP, Guidelines, Manuals, Inspection Checklists, Training Records, Signage)													
Australian Adventure Activity Standard Core Good Practice Guide (GPG) Challenge Courses GPG v1.0.		Master Adventurous Activity Risk Assessment and Control Record Initiatives Standard Operating Procedures Equipment Inspection, routine Equipment Inspection, annual iAudit Training records													

RISK ASSESSMENT MATRIX		Consequences				
		A – Insignificant Near miss or limited harm not requiring first aid	B – Minor Injury or illness requiring no medical treatment with no lost time and minor incidents	C – Moderate Compensable physical or phycological injury with > 7 days off.	D – Major Serious Injury resulting in permanent impairment / long term rehabilitation	E – Extreme Death, multiple serious injuries.
Likelihood	5-Almost Certain Is expected to occur again either immediately or within a short period of time (likely to occur most weeks or months)	MEDIUM	HIGH	HIGH	HIGH	HIGH
	4-Likely Will probably occur in most circumstances (several times a year)	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	3-Possible Probably will occur at some time (may happen every 1-2 years)	LOW	LOW	MEDIUM	MEDIUM	HIGH
	2-Unlikely Possibly to occur at some time in 2-10 years	LOW	LOW	LOW	MEDIUM	MEDIUM
	1-Rare Unlikely to occur only in exceptional circumstances (may happen every 10 – 20 years)	LOW	LOW	LOW	LOW	MEDIUM
RISK CONTROL HEIRARCHY						
Proactive	 <p>Most Effective</p> <p>Least Effective</p>	Level 1	Elimination - Can risks be removed, repaired, outsourced or otherwise eliminated?			
		Level 2	Substitution - Can risks be reduced through substituting the hazard or process with a safer alternative?			
			Isolation - Can risks be reduced through isolating the hazard from possible contact with workers or patrons?			
		Level 3	Engineering - Can risks be controlled through engineering means or structural / equipment modification?			
Administration - Can risks be controlled through training, supervision and / or signage?						
Reactive		Level 4	Personal Protective Equipment - Can risks be controlled through the use of personal protective equipment?			
			Emergency Response - Can risks be reduced through the provision of special / additional emergency response equipment and/or procedures? (measures in addition to standard First Aid kits, First Aid personnel, Fire Safety Installations, Fire and Evacuation Plans, training and drills)?			

PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
			L	C	R			L	C	R
<i>What is the source of the Risk?</i>	<i>How can a person be injured?</i>	<i>What are the expected injuries / illness?</i>	L	C	R	<i>What will reduce the likelihood or consequences?</i>	<i>Who is responsible for implementing the control measure?</i>	L	C	R
Environment – hazards and risks associated with the Environment.										
Uneven ground	Slip, trips and falls	Abrasions, contusions,	3	B	L	• Select a suitable area for the activity based on chosen equipment and group	Outdoor Leader	2	A	L

Please refer to Master Risk Assessment for Adventurous Activities for generic risk assessment and controls

PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL										
Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
People – List all hazards and risks associated with People.										
Allergens	Participant having a reaction to a prop	Allergic reaction	3	B	L	<ul style="list-style-type: none"> • Be mindful that participants could have allergies to materials used in props such as latex in balls or certain fabrics in bean bags • Brief participants and monitor for signs and symptoms of allergic reactions 	Outdoor Leader	1	B	L
Manual Handling	Carrying loads that are heavy, unstable, unbalanced and/or hard to hold	Sprains, strains	3	C	L	<ul style="list-style-type: none"> • Instruct participants to follow correct manual handling techniques when lifting or carrying large props or participants • Supervise participants when lifting large objects and provide additional instruction where necessary 	Outdoor Leader	2	B	L
Working or participating at heights	Participant sustaining a fall	Strains, sprains, concussions	3	C	M	<ul style="list-style-type: none"> • Demonstrate and brief participants on how to competently 'spot'. Spotters are a person or persons who are taught how to Spot. Spotting is a support process provided by a person, or persons, who offer physical protection of the head and upper body of a person should they fall • Undertake knowledge and observational checks to ensure participants are competent in Spotting 	Outdoor Leader	2	B	L
Overcrowding	Collisions during fast-paced activities	Concussion	3	B	L	<ul style="list-style-type: none"> • Ensure adequate spacing and clear communication for chosen game 	Outdoor Leader	2	A	L

Please refer to Master Risk Assessment for Adventurous Activities for generic risk assessment and controls

PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL										
Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
Logistics & Equipment – <i>List all risks associated with Logistics and Equipment.</i>										
Prop materials (e.g. ropes and poles)	Slip, trips and falls	Abrasion, laceration, contusion	3	B	L	<ul style="list-style-type: none"> • Ensure activity area is suitable for chosen game • Brief participants on fall risks 	Outdoor Leader	2	A	L
	Misuse of props	Lacerations, contusions, concussion	3	B	L	<ul style="list-style-type: none"> • Brief participants on correct use of props, i.e. underhand throwing in games with close proximity • Provide suitable supervision to ensure props are correctly used 	Outdoor Leader	2	A	L

Please refer to Master Risk Assessment for Adventurous Activities for generic risk assessment and controls