



# 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*

<b>PART A - ACTIVITY DETAILS</b>			
<b>Name of activity:</b>		<b>Risk Assessment Number:</b>	
Bluegum Challenge (Tree climb)		YMCA-AA-RAH10	
<b>Activity Scope:</b>		<b>ACTIVITY RISK RATING</b>	
This heights activity uses the group as the 'donkey belay' safety team to allow a participant to climb to height and lower them in a controlled and safe manner. The participant climbs using a ladder and fixed metal climbing 'staples'. Participants are connected to a safety belay system the entire time		<b>Overall Risk Level (without Controls)</b>	<b>Overall Risk Level (with Controls)</b>
		Moderate	Low
<b>Equipment / Facility Requirements:</b>	<b>Group Size and Supervision Requirements:</b>	<b>Activity Leader Qualification Requirements:</b>	
Harnesses, helmets, ropes, karabiners	Recommended Group Size: 15 Minimum number of Leaders: 1 Maximum ratio: 1 Supervising Adult :15 Participants	Challenge Course Leader skill set or equivalent and current Vertical Rescue (Sport) qualifications and first aid	
<b>Prepared By:</b>	<b>In Consultation with:</b>	<b>Issue Date:</b>	<b>Next Review Date:</b>
Lynda Aldridge	Brent Greenfield, David Bailey, Angela Byrne	June 2021	June 2023
<b>WHS Advisor</b>	<b>Group Manager</b>		
Angela Byrne	Will Sambrook		
<b>Reference Information:</b> (e.g. manufacturer's instructions, operating manuals, industry information, Company Policies, CoP, Standards, Regulations)		<b>Supporting Documentation:</b> (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, Artificial Climbing Structures and Challenge Courses AS/NZS 2316.2.1:2016		Activity specific Standard Operating Procedures Rescue-Heights SOP/ Emergency Management Activity Equipment Checklist Equipment Inspection, routine Equipment Inspection, annual	

<b>PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL</b>												
Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible			Current Risk		
			L	C	R		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
<b>Environment</b> – hazards and risks associated with the Environment.												

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Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
<b>People – List all hazards and risks associated with People.</b>										
Swinging participant or equipment	Participants or bystanders being struck by swinging participant or equipment	Abrasions, contusions, lacerations	3	A	M	<ul style="list-style-type: none"> <li>• Clear boundaries to be marked out with cones or rope for high risk flight or dropzone areas</li> <li>• Participants excluded from, and briefed about, drop zones/ flight lines during activity</li> <li>• Brief client staff on required general supervision and monitoring of behaviour during the activity session</li> </ul>	Outdoor Leader	2	A	L
Working or participating at heights	Participant sustaining a fall	<ul style="list-style-type: none"> <li>• Strains</li> <li>• Sprains</li> <li>• Fractures</li> <li>• Concussions</li> </ul>	3	B	M	<ul style="list-style-type: none"> <li>• Ensure minimum two suitably qualified adults present when working at height (&gt;2 metres)</li> <li>• Ensure Heights Outdoor Leaders participate in regular rescue training (minimum annually)</li> <li>• Ensure SOP training is completed and adhered to.</li> </ul>	Program Coordinator	2	B	M
						<ul style="list-style-type: none"> <li>• Ensure minimum slack on belay rope to minimise fall distance</li> </ul>	Outdoor Leader			
Working or participating at heights	Extended time in harness causing exposure to harness hang syndrome	Unconsciousness	3	C	H	<ul style="list-style-type: none"> <li>• Undertake annual rescue training in current skills sets</li> <li>• All rescues completed as expediently as safety allows</li> <li>• Instruct participant to move their legs and try and remove the weight from their harness</li> <li>• Have a suitably equipped rescue pack with spare equipment</li> </ul>	Outdoor Leader	2	C	H
Dynamic nature of heights activities	Inversion of participant causing them to fall out of the safety harness	Strains, sprains, fractures and/or concussion	3	B	M	<ul style="list-style-type: none"> <li>• Correct gear available for needs participants.</li> <li>• Ensure Outdoor Leaders complete training and follow Standard Operating Procedures</li> </ul>	Program Coordinator	1	A	L
						<ul style="list-style-type: none"> <li>• Ensure correct use of harness appropriate for the activity</li> <li>• All participant shown how to correctly fit harness</li> <li>• Harness to be checked by Instructor</li> <li>• Participants to be made aware of risks associated with the activity</li> <li>• Briefed on risk of inversion</li> <li>• SOP training completed and adhered to</li> </ul>	Outdoor Leader			
	Failure to adhere to correct belay procedures	Strains, sprains, fractures and/or concussion	3	B	M	<ul style="list-style-type: none"> <li>• Participants briefed on positioning of hands and use of karabiners / descending device etc.</li> <li>• Minimum belay age of 12 years to be adhered to</li> <li>• Back up belay system to be used if participants belaying</li> <li>• Ensuring Client Staff are maintaining supervision and monitoring of behaviour during the activity session</li> </ul>	Outdoor Leader	1	A	L

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Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
			3	A	M			2	A	L
Use of ladders or trolley	Falling from height	Strains, sprains, fractures and/or concussion	3	A	M	<ul style="list-style-type: none"> <li>Follow working at height and Standard Operating procedures</li> <li>Outdoor Leader to follow Standard Operating Procedure</li> <li>Demonstrate and monitor correct mount/dismount procedure from ladder or trolley where applicable.</li> <li>Ensure correct positioning to assist mount/dismount</li> </ul>	Outdoor Leader	2	A	L
Falling Objects	Struck by falling objects	Lacerations, contusions, concussion	3	A	M	<ul style="list-style-type: none"> <li>Ensure all items in pockets etc. are removed prior to commencing activity</li> <li>Brief participants on where to stand during activity</li> <li>Ensure no-one is beneath instructor when handling equipment</li> <li>Ensure approved helmets are worn by anyone in drop zone</li> </ul>	Outdoor Leader	2	A	L

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Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
<b>Logistics &amp; Equipment – List all risks associated with Logistics and Equipment.</b>										
Personal Protective Equipment (PPE)	Not provided or not correctly fitted	Abrasions, contusions, lacerations	3	B	M	<ul style="list-style-type: none"> <li>• Different size helmets available and highly adjustable</li> <li>• Helmets to be of the correct size and fit</li> <li>• Helmets to be checked prior to commencing activity</li> <li>• Helmets to be worn and secured throughout any activity session where participants are exposed to typical climbing/abseiling hazards</li> <li>• Helmets to remain on participants until completion of the activity</li> <li>• Different size harnesses available and highly adjustable</li> <li>• Suitable Harness to be of the correct size and fit</li> <li>• Harnesses to be checked prior to commencing activity and rechecked if removed for any reason</li> </ul>	Outdoor Leader	2	B	M
Using damaged equipment	Equipment failure	Minor physical injury Abrasions, contusions, lacerations	3	A	M	<ul style="list-style-type: none"> <li>• Use International Climbing and Mountaineering Federation (UIAA) approved equipment</li> </ul>	Lead Outdoor Instructor	2	A	L
						<ul style="list-style-type: none"> <li>• Particular attention to fastening systems when removable rope systems are used</li> <li>• Suitable top anchor points to be used with correct capacity (15kN if 1 person using anchor or 21kN if 2 people are using the anchor point) Ropes course installer to be consulted regarding intended use of anchor points</li> </ul>	Outdoor Leader			
Handling Rope	Excessive friction if holding the rope and it is pulled quickly	Minor friction burn	3	B	M	<ul style="list-style-type: none"> <li>• Participant attachment system as simple as possible and standard across multiple activities</li> </ul>	Program Coordinator	2	A	L
						<ul style="list-style-type: none"> <li>• Instruct participants not to wrap the rope around their limbs</li> <li>• Any loose ends of rope to be correctly secured</li> <li>• Haul teams to be secured to the rope using karabiners and sit harnesses to prevent slippage</li> </ul>	Outdoor Leader			

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Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
Handling Devices	<ul style="list-style-type: none"> <li>• Entrapment or of clothing or body parts</li> <li>• Entanglement in equipment</li> </ul>	Minor abrasions, contusions, lacerations	4	A	M	<ul style="list-style-type: none"> <li>• Program to be developed to ensure it fits with individual group capabilities</li> <li>• Provide suitably equipped rescue pack with spare equipment available in case of emergency</li> <li>• Design of setup to include; standard attachment method across activities and sites (where possible), as simple as possible and using the safest devices available</li> </ul>	Program Coordinator	2	A	L
						<ul style="list-style-type: none"> <li>• Brief participants on activity and potential risk of injury</li> <li>• Demonstrate correct handling of equipment</li> <li>• Learning checks performed</li> <li>• Modifications made where necessary</li> <li>• Ensure long hair is tied back before participating in the activity.</li> <li>• All forms of jewellery should be removed or protected (e.g. tape) before participating in the activity</li> <li>• Ensure Client staff are providing supervision and monitoring of behaviour during the activity session</li> </ul>	Outdoor Leader			