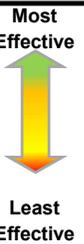




ADVENTURE ACTIVITIES RISK ASSESSMENT AND CONTROL RECORD

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:	
Low Challenge Ropes Course		YMCA-AA-RAL09	
Activity Scope:		ACTIVITY RISK RATING	
Low Ropes is a challenge ropes activity no higher than 100cm above ground. Harnesses and safety lines are not used, instead teams of spotters have the responsibility for the safety of the active participant.		Overall Risk Level (without Controls)	Overall Risk Level (with Controls)
		Medium	Low
Equipment / Facility Requirements:	Supervision Requirements:		Activity Leader Qualification Requirements:
Program staff safety equipment, participant helmets	Supervision of active participants	1 Outdoor Leader	
	Supervision of non-active participants	1 responsible person (e.g. Teacher)	
		Lead challenge course session - low elements or similar qualification and current first aid	
Prepared By:	In Consultation with:		Issue Date:
Lynda Aldridge	Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson		1-Jan-2024
Next Review Date:	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 Challenge Course Systems (adopted from EN 15567 1 and 2). CARA guidelines: Challenge Low		Master Adventurous Activity Risk Assessment and Control Record Low Ropes 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		
<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.										
Trees	Rough bark	Splinters, lacerations	3	C	M	• Set expectations and advise participants they can step off the course if do not feel comfortable holding onto the tree to access next element	Outdoor Leader	2	B	L
	Falling on or tripping over debris on softfall	Abrasions, contusions, lacerations, fractures, concussions	3	C	M	• Clear the area around the elements on activity set up	Outdoor Leader	2	B	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.										
Working or participating at heights	Participant sustaining a fall	Strains, sprains, concussions	3	C	M	<ul style="list-style-type: none"> • Train 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
Challenge Elements	Collision or entanglement with obstacle	Strains, sprains, fractures and/or concussion	3	B	L	<ul style="list-style-type: none"> • Participants to be trained on correct spotting procedures and practice activities to be undertaken prior to proceeding with the activity • Participants to be briefed not to run on course or jump over cables or obstacles • Advise and/or demonstrate how to negotiate obstacles 	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 – List all risks associated with Logistics and Equipment.										
Personal Protective Equipment (PPE)	Not provided or not correctly fitted	Abrasions, contusions, lacerations, asphyxiation	3	D	M	<ul style="list-style-type: none"> Different size helmets available and highly adjustable Helmets to be of the correct size and fit Helmets to be checked prior to commencing activity Helmets to be worn and secured when participants are actively on the course 	Outdoor Leader	2	B	L
Using damaged equipment	Equipment failure	Abrasions, contusions, lacerations, asphyxiation	4	D	H	<ul style="list-style-type: none"> Challenge course including cables, fixtures and challenge elements inspected half yearly Soft-fall maintained and in good repair 	Logistics Coordinator	2	C	L
			3	C	M	<ul style="list-style-type: none"> Inspect Challenge elements prior to use 	Outdoor Leader	2	C	L
Sharp objects	Wire strands on cables causing cuts	Minor abrasions, lacerations	3	A	L	<ul style="list-style-type: none"> Outdoor Leader to survey site prior to activity commencement Enclosed sturdy shoes must be worn Define clear physical boundary for activities Brief participants on sharp objects that can be found in the area 	Outdoor Leader	2	A	L

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