



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:	
Raft Building		YMCA-AA-RAW03	
Activity Scope:		ACTIVITY RISK RATING	
Raft Building is a fun, competitive team building activity that encourages participants to think outside the box to design and construct a raft made out of basic materials that must carry their team on a pre-determined course on the water.		Overall Risk Level (without Controls)	Overall Risk Level (with Controls)
		High	Moderate
Equipment / Facility Requirements:	Group Size and Supervision Requirements:	Activity Leader Qualification Requirements:	
Ropes, pipes or poles, barrels, life jackets, safety craft and rescue gear	Recommended Group Size: 15 Minimum number of Leaders: 1 Maximum ratio: 1 Supervising Adult :15 Participants	YMCA internal Training, water rescue qualification (Sport) or equivalent, and first aid.	
Prepared By:	In Consultation with:	Issue Date:	Next Review Date:
Lynda Aldridge	Brent Greenfield, David Bailey, Angela Byrne	June 2021	June 2023
WHS Advisor	Group Manager		
Angela Byrne	Will Sambrook		
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). Inland water paddle-craft GPG, AS 4758- Lifejackets, The Safety in Recreational Water Activities Act 2011 (SRWA Act 2011), WHS Act 2011, WHS Regulations 2011		Activity specific Standard Operating Procedures Activity Equipment Checklist Equipment Inspection, routine Equipment Inspection, annual	

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.										
Flooding	Swept away in fast waters	Drowning	3	C	H	<ul style="list-style-type: none"> Monitor weather reports and alerts on Bureau of Meteorology website Monitor dam levels through seqwater.com.au website Direct contact with operators of SEQ water dam in necessary Manage alerts from dam spillage from SEQ Water Modify activities where possible to suit conditions depending on type of programed activites, location, client age range and ability determine whether the activity should be modified to reduce the risk of being in the flooded area Advise Outdoor Leader as to any modification to the activity 	Program Coordinator	2	C	M
						<ul style="list-style-type: none"> Monitor river levels in field when flood is foreseeable hazard Reassess crossing of swollen creeks and rivers Have knowledge of safe crossing techniques 	Outdoor Leader			
Electrical storm	Through lightning strike either direct, contact voltage,	muscle pains, confusion, hearing loss, burns	3	C	M	<ul style="list-style-type: none"> Head immediately for shore. If this is not practicable keep a low profile and avoid contact with or being close metallic objects, avoid unnecessary contact with communication or navigations equipment and avoid contact with water 	Outdoor Leader	1	B	L
Drinking Water	Water borne illness	Nausea Stomach cramps Diarrhoea Vomiting	3	B	M	<ul style="list-style-type: none"> Carry water quantities appropriate for the type of activity, its anticipated intensity and weather conditions Use water purification tablets when the water quality is unknown Brief participants to not drink the creek, river or dam water 	Outdoor Leader	2	B	M
						<ul style="list-style-type: none"> Provide water purification tablets for the activity as required 	Program Coordinator	2	B	M

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Hazard	Risk Event	Consequences	Initial Risk	Control Measures	Person Responsible	Current Risk
Submerged objects in a Body of Water Rivers and/or Lakes	Participant gets entrapped or entangled in submerged objects	Abrasions Contusions Lacerations near drowning	3 B M	<ul style="list-style-type: none"> • Monitor weather and alerts on Bureau of Meteorology website • Monitor water levels and dam capacity on SEQ water website • Reassess overall risk based pm weather alerts and water levels depending on type of programed activites, location, client age range and ability determine whether the activity should be modified to reduce the risk of over exposure • Ensure Outdoor Leader suitably trained to undertake activity • Ensure Outdoor Leader is provided with appropriate towing system easily accessible so that it can be deployed quickly when needed 	Program Coordinator	2 A L
				<ul style="list-style-type: none"> • Ensure enclosed sturdy shoes are worn • Brief participants on submerged hazards and depth of water • Ensure each participant has a Life Jacket that meets Australian Standards for its intended purpose • Life Jackets should be the correct size for the wearer and be adjusted correctly before entering the water. The Life Jacket should be a bright colour • Monitor participants for suitability and swimming competency • Negotiate areas of moving water prior to participants • Throw bags, 15-20 meters, and/ or tow-lines must be carried on rescue craft • Carry a safety knife/ shears that is easily accessible, however should not be carried on the outside of the Life Jacket • Adhere to Exclusion Zones as directed by relevant authority (Dam Wall, Weir) • Remain aware of the distance from shore as the weather, wind and tide can create hazards. • Modified or abandon activity in adverse conditions • Consider stopping activity if environmental conditions exceed the ability of the group 	Outdoor Leader	

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Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
			3	B	M			2	B	M
Body of Water	Swimming ability not suitable for activity, causing near drowning	Chest Pain, cough, shortness of breath, vomiting	3	B	M	<ul style="list-style-type: none"> Brief participants on risk of submerged obstacles Ensure each participant that has a Life Jacket that meets Australian Standards for its intended purpose The Life Jacket should be the correct size for the wearer and be adjusted correctly before entering the water Ensure throw rope is accessible Consider using kayak as safety craft 	Outdoor Leader	2	B	M

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Hazard	Risk Event	Consequences	Initial Risk	Control Measures	Person Responsible	Current Risk
People – <i>List all hazards and risks associated with People.</i>						

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Logistics & Equipment – List all risks associated with Logistics and Equipment.										
Personal Protective Equipment (PPE)	Not provided or not correctly fitted	Abrasions, contusions, lacerations	3	A	M	<ul style="list-style-type: none"> • Demonstrate and brief on correct fitting of PPE • Ensure correct fitting of PPE when initially fitted • Double check PPE immediately before participating in activity • Check PPE during activity • Range of sizes of Life Jackets available • Life Jackets to be of the correct size, fit and suitability for activity • Life Jackets to be worn and secured throughout any activity session where participants are exposed to water hazards • Life Jackets to be checked prior to commencing activity 	Outdoor Leader	2	B	M
Using damaged equipment	Equipment failure	Minor physical injury Abrasions,	3	A	M	<ul style="list-style-type: none"> • Check condition of fastening systems on Life Jackets prior to use 	Outdoor Leader	2	A	L
Poles or logs	Failure to adhere to correct use and carrying procedures resulting in person being hit by a pole or log	Abrasions, contusions, lacerations	4	A	M	Brief participants on correct carrying and of any poles or logs longer than their height, one participant to carry each end	Outdoor Leader	2	A	L
Construction	<ul style="list-style-type: none"> • Collapse of construction • Entrapment or entanglement 	Minor abrasions, contusions, lacerations	3	B	M	<ul style="list-style-type: none"> • Brief participants to ensure they will not be are tied to the construction and to avoid loose rope exceeding a metre • Assess construction prior to use, ensure structural integrity and safety • Have a rescue throw bag, basic repair kit (tape) • Rescue water craft available in the case of an emergency • Carry a safety knife. Knives should be easily accessible, however should not be carried on the outside of the Life Jacket 	Outdoor Leader	2	B	M