



# Low Ropes Risk Management Plan

Mountain View Holiday Retreat, Harrietville

School: \_\_\_\_\_ Year: \_\_\_\_\_ Dates: \_\_\_\_\_

Program: \_\_\_\_\_ Supervising Staff: \_\_\_\_\_

## Activity Context

The low ropes course at Mountain View Holiday Retreat is located near the Ovens River, Low ropes is a fun way to learn teamwork and co-operation skills. Participants complete a number of different low rope elements in small groups where it is the group members job to safeguard them from falling.

This document contains the specific risks, control measures and grading for the Low Ropes activity at **Mountain View Holiday Retreat**

## Risk Management Plan

Hazard / Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
<i><b>Low Ropes</b> – Risk factors specifically associated with the bush walking activity at Mountain View Holiday Retreat</i>				
<b>Falling off Course</b>	<ul style="list-style-type: none"> <li>• Every participant must have at least two spotters whenever they are on the course</li> <li>• spotting technique is clearly explained to participants</li> <li>• Activity Leader constantly monitors participants throughout the course ensuring they are spotting correctly and following instructions</li> <li>• Area around the course is checked for sharp objects that may cause injury if fallen upon prior to the commencement of the activity</li> </ul>	Unlikely	Moderate	Satisfactory
<b>Tripping over low ropes wires</b>	<ul style="list-style-type: none"> <li>• Teacher / parent supervisor to brief on being careful of wires and looking where going</li> <li>• only walking not running allowed at low ropes</li> <li>• Area is maintained so the wires are easily seen</li> </ul>	Possible	Minor	Satisfactory
<b>Participant Behaviour</b> Inability or decision to not follow directions or cooperate	<ul style="list-style-type: none"> <li>• Clear behaviour expectations set at start of activity sessions</li> <li>• Encouraging supportive environment</li> <li>• Maintaining supervision</li> <li>• Outline consequences of inappropriate behaviour</li> <li>• Removal of individual from activity or cancellation of activity</li> </ul>	Rare	Major	Low
<b>Participant Ability</b> Unable to complete activity due to: Fear / Anxiety Complacency / Overconfidence Physical Ability	<ul style="list-style-type: none"> <li>• Appropriate footwear must always be worn</li> <li>• Participants instructed to walk at all times</li> <li>• Trip Hazards are identified to the group on the walk</li> <li>• Teacher / Supervisors to carry first aid kit</li> </ul>	Possible	Moderate	Satisfactory

<p><b>Activity Leader</b>  <b>Unsafe practices leading to an Injury to a participant caused by:</b>          Poor supervision by Leader</p>	<ul style="list-style-type: none"> <li>• Activity Leader must always follow standard operating procedures</li> <li>• Activity Leader carry mobile Phone at all times</li> <li>• Groups briefed on requirement to provide supervising adult for participants under 18 years old prior to camp and activities</li> <li>• Activity to be Cancelled if adequate supervision is not available</li> </ul>	Unlikely	Major	Satisfactory
<p><b>Equipment Failure</b>          Due to improper use, faulty / damaged equipment</p>	<ul style="list-style-type: none"> <li>• Camp facilitators trained in use, inspection, care and maintenance of activity equipment</li> <li>• Camp facilitators perform check of equipment prior to each activity</li> <li>• Participants briefed on proper use of equipment</li> <li>• All equipment clearly stored and labelled for activity intended for</li> <li>• Equipment regularly inspected and maintained</li> <li>• Equipment stored, maintained and retired according to manufacturer instructions</li> </ul>	Rare	Major	Satisfactory
<p><b>Weather Conditions:</b>          Inclement Weather          Lightning strike          Heat exposure</p>	<ul style="list-style-type: none"> <li>• Sun smart strategies are encouraged</li> <li>• Participants are encouraged to drink water, carry water bottles</li> <li>• Weather conditions regularly monitored for adverse conditions</li> <li>• Participants briefed on wearing suitable protective clothing</li> <li>• Activities modified / cancelled if necessary or alternative activities arranged</li> <li>• Activities cancelled during rain, lightning or thunder.</li> </ul>	Rare	Moderate	Satisfactory
<p><b>Ovens River:</b></p>	<ul style="list-style-type: none"> <li>• Teacher / parent supervisor to brief children to stay with organised activity and not go near river unless directed to by Teacher or supervisor.</li> <li>• One Teacher / parent supervisor to keep an eye on River at all times</li> </ul>	Possible	Minor	Satisfactory

Bushwalking Risk Management Plan – Mountain View Holiday Retreat

Risk Rating Matrix

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk to determine if further treatment is required.

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
1 - Rare	1	2	3 Weather	4 Behaviour Equipment failure	5
2 - Unlikely	2	4	6 Falling off	8 Unsafe practices	10
3 - Possible	3	6 Tripping on wires Ovens river	9 Participant Fear / inability	12	15
4 - Likely	4	8	12	16	20
5 - Almost certain	5	10	15	20	25

Risk Treatment

1-4 Low Risk | 10-14 High Risk

1-4 Low Risk

- Risk does not generally need to be managed any further (current controls are adequate), medium however the risk needs to be monitored for changes in circumstances and current control
- Risk generally may be accepted.

- Risk is unacceptable, risks must be further treated or removed to bring rating to medium
- Risks are to be re-assessed by Activities Manager effectiveness.

5-9 Medium Risk

- Risk needs to be regularly monitored for any changes and control/treatment effectiveness.
- Risk may be accepted after consideration.  Management to consider elimination of activity

15+ Extreme Risk

- Unacceptable risk, urgent attention is required to treat or remove risks

Risk Assessment Conducted by: Program Manager, Mountain View Holiday Retreat

Date of Risk Assessment: 11<sup>th</sup> July 2018

Date of Review: July 2019