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FOREST GLEN
ADVENTURE BASED LEARNING
LOW ROPES
RISK ASSESSMENT

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RISK ASSESMENT MATRIX

Strategies to Control Risks:

1. Reduce likelihood: Undertake something that lessens the likelihood of something going wrong.
2. Reduce consequences: Being prepared for when something goes wrong in order to reduce or minimise the consequences.
3. Remove: The risk is not acceptable so steps are taken to eliminate risk completely.
4. Accept risk: The risk is acknowledged and accepted therefore nothing changes.
5. Transfer: We will place the responsibility of risk on someone else. (Examples: get the participant to accept risk; use a contractor; get insurance.

RISK RATING

ER = Extreme Immediate action required to eliminate or reduce risk

H = High Senior management attention needed

M = Moderate Action must be taken to eliminate or reduce the risk

L = Low Managed by routine procedures

	<i>Insignificant</i>	<i>Minor</i>	<i>Moderate</i>	<i>Major</i>	<i>Catastrophic</i>
Almost Certain	H	H	ER	ER	ER
Likely	M	H	H	ER	ER
Possible	L	M	H	ER	ER
Unlikely	L	L	M	H	ER
Rare	L	L	M	H	H

Activity Safety / Risk Assessment

Activity:	Low Ropes– Nitro Crossing		
Detailed Description of Activity:	Participants use a rope to swing from one platform to a second.		
Location:	'Forest Glen' 37-38 Gryces Road Kingston Tasmania		
Ave no. of staff / volunteers:	Ratio max 1:15	Ave no. of participants:	14
Frequency:			
Date of assessment	February 2015	Conducted by:	David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce Likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	I	Reduce Likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Injury from falling from departure platform	M	Reduce Likelihood	The platforms are low, participants are briefed and made aware of risk. Facilitator spots landing platform.	Facilitator	Ongoing
Injury from falling from rope	M	Reduce Likelihood	Rope is close to ground. Participants are briefed on correct use of rope.	Facilitator	Ongoing
Injury from heavy landing as result of swing	M	Reduce Likelihood	Group is monitored on progress, and stopped if behaviour is increasing the risk of injury	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Tennis Ball basket

Detailed Description of Activity: Participants required to return quantity of tennis balls to a create suspended in the air in a set time.

Location: 'Forest Glen' 37-38 Gryces Road Kingston Tasmania

Ave no. of staff / volunteers: Ratio max 1:15 Ave no. of participants: 14

Frequency: _____

Date of assessment February 2015 Conducted by: David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce Likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	L	Reduce Likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Injury from participant falling from another participants shoulders (shoulder ride)	M	Reduce Likelihood	Participants are briefed on risk and not to life another participant above head. Participants to have 3 spotters for each lifted person.	Facilitator	Ongoing
Participant being hit by tennis ball	L	Accept risk	Brief participants on risk and to be aware of tennis balls – any behaviour from participant of deliberate throwing balls at another activity is stopped	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – TP Shuffle

Detailed Description of Activity: Participants required to carry out various position changes on a horizontal telegraph pole approx. 250 mm off the ground

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Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce Likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	L	Reduce Likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Injury to participant falling from log	M	Reduce Likelihood	Brief participants to be about risk of falling. Participants are instructed not to run on Pole.	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Spiders Web

Detailed Description of Activity: Participants to traverse through a rope grid, lifting of some participants usually required.

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Frequency: _____

Date of assessment February 2015 Conducted by: David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	L	Reduce Likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Participant being lifted is injured by dropped	M	Reduce Likelihood	Facilitator to brief participants on correct lifting of participants including minimum of 3 lifting participants on each side of web	Facilitator	Ongoing
Participant diving through web & landing hard	M	Remove Likelihood	Facilitator to direct participants no to attempt diving	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Horizontal beam

Detailed Description of Activity: Participants required to get over a suspended horizontal pole approx. 2000mm high. Spotting & lifting required.

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Frequency: _____

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Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	L	Reduce Likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Participant falling from Beam	H	Reduce likelihood	Activity only suitable for higher performing groups. Participants briefed on spotting techniques	Facilitator	Ongoing
Participant falling while climbing up or descending from to beam.	M	Reduce likelihood	Activity only suitable for higher performing groups. Participants briefed on spotting techniques	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Mohawk Walk

Detailed Description of Activity: Participants traverse a cable suspended aprox400mm from the ground.

Location: 'Forest Glen' 37-38 Gryces Road Kingston Tasmania

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Frequency: _____

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Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce Likelihood	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly by Fusion Staff Annual inspection by consultant
Injury due to failure of procedures	M	Reduce likelihood	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing debriefings
Injury from participant falling from wire	L	Reduce Likelihood	Brief participants on correct Spotting techniques	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Island Hop

Detailed Description of Activity: Group skill activity where group is required to use planks to swing between to platforms

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Frequency: _____

Date of assessment February 2015 Conducted by: David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Quarterly inspection
Injury due to failure of procedures	L	Reduce	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days Ongoing
Participant falling from platform	L	Accept risk	Facilitator to make participants aware in briefing	Facilitator	Ongoing
Participant jumping to platform	L	Remove Likelihood	Participants briefed that jumping from /to a platform is not permitted	Facilitator	Ongoing
Participant being stuck by timber boards	L	Reduce likelihood	Facilitator to make participants aware in briefing	Facilitator	Ongoing

Activity Safety / Risk Assessment

Activity: Low Ropes – Group activities

Detailed Description of Activity: Various group activities (games) involving simple equipment (hoops balls etc)

Location: 'Forest Glen' 37-38 Gryces Road Kingston Tasmania

Ave no. of staff / volunteers: Ratio max 1:15 Ave no. of participants: 14

Frequency: _____

Date of assessment February 2015 Conducted by: David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Injury due to failure of equipment	L	Reduce	All equipment is subject to professional annual inspection. Facilitator to carry out visual inspection prior to each use.	Fusion Australia Ltd	Ongoing
Injury due to failure of procedures	L	Reduce	New Facilitators are taken through intensive training, observed and tested before solo facilitation. Lead facilitator to observe and debrief end of each group.	Fusion Australia Ltd	Bi annual training days. Ongoing
Tripping on uneven ground, or tree litter	L	Accept risk	Make participants aware during briefing	All Facilitators	Ongoing

Activity Safety / Risk Assessment

Activity: Low ropes General

Detailed Description of Activity: Use of property that Fusion Forest Glen Low Ropes is situated on.

Location: 'Forest Glen' 37-38 Gryces Road Kingston Tasmania

Ave no. of staff / volunteers: Ratio max 1:15 Ave no. of participants: 14

Frequency: _____

Date of assessment February 2015 Conducted by: David Rowe

Step 1: Identify the Risk	Step 2: Assess the risk	Step 3 Strategy to manage the risk		Step 4: Manage & Monitor risk	
What are the risks associated with the activity?	What is the risk rating? (See chart)	How will you control the risk? (see chart)	What practical steps will to take to achieve the strategy?	Who is responsible and what are the timeframes?	When will risk be reviewed and by whom?
Server reaction to Insect bite	H	Reduce Likelihood Reduce consequences	Inspect and remove nests. Interview group leader on arrival to knowledge of high risk participants. Carry antihistamine medication in First aid kit.	All Facilitators	Ongoing
Sun Burn	M	Reduce Likelihood	Brief participant to wear hats and apply sun screen. Sunscreen available for participants	All Facilitators	Ongoing
Snake Bite	L	Accept risk	Set up activity will normally move snakes on Brief participants, on what to do if sighting a snake.	All Facilitators	Ongoing
Unsupervised fall from equipment	M	Reduce likelihood	Brief participants to staff off equipment unless with facilitator. Group	All facilitators	Ongoing
Unsupervised fall from equipment	M	Transfer	Staff of participating groups responsible for group during meal breaks or similar. Facilitators to indicate when passing responsibility.	Client group Leadership	Ongoing
Participant wanders off to bush	L	Reduce likelihood	Ration of 1:15 on low ropes.	All Facilitators working with Group Leadership	Ongoing
Participant falling from tree	L	Reduce likelihood	Welcome briefing not to climb trees	All facilitators	Ongoing

Participant falling in the dam	L	Reduce likelihood	Ratio of facilitators to participants 1:15 Welcome briefing to stay clear of the dam. Raise awareness with group staff. Close pontoon area for primary school groups Rescue Canoe located at side of Dam. Dam not included in any low ropes activities	All group staff and facilitators	Ongoing.
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