



- School Camps
- Youth Camps
- Group Camps
- Accommodation

Risk Management Planning Form

- Activity: Adventure Tower
- Description: The adventure tower is a 10m high structure, which incorporates 4 different but related activities. **These 4 activities are Wall Climbing (artificial rock climbing), Vertical Challenge, Flying Fox and Abseiling.** All activities are under the control of a Koinonia Instructor and use a top belay system. The Wall Climbing, Vertical Challenge, Flying Fox and Abseiling are used as group trust activities where the group support one another at height under the control of the instructor.
- Location: Koinonia Youth Camp and Conference Centre
North Western Side of Camp Grounds
- Commencement: See attached Programme
- Date and Time Out: See Attached Programme
- Instructors: All Employed Koinonia Instructors are qualified and trained in this activity. This training meets industry standards as set out in Department of Sport and Recreation Documents SRO99
- School Supervision: A teacher or parent is required to help in the supervision of the students who are not actively involved in the activity. An area is set-aside for this.
- Number of People: Group sizes at Koinonia are to be between 9 and 13 students. 8 participants are under the control of any one instructor at any time in tower activities and the remaining group members are under the control of the school appointed supervisor. A list of all participants in each group is to accompany the school appointed supervisor. The medical condition of all students is to be included in this list. This list is to be shown to the instructor prior to the activity.



Aim of the Activity: This activity is provided to allow students:

- To gain experience in vertical recreational activities.
- To develop trust in their group partners.
- To provide a challenge physically, emotionally and intellectually.
- To provide a peak experience for the students time at Koinonia.
- To allow students to experience fear which can be overcome in a supportive atmosphere and to relate this experience to activities outside Koinonia. (Primarily achieved in a debriefing session)

Skills Required: Participants and school appointed supervisors are assumed to have no skills or experience in this area.

Outside Contact: As this is an onsite activity all communications is via the camp office (02) 66824329) A gold phone is provided to handle outgoing calls. In the event of a major emergency the manager can be contacted at home after hours on 66824166

Mobile Phones: The use of personal mobile phones and other mobile electronic devices e.g. ipods, mp3 players, during activities should not be required so are not to be taken to activities. If required to carry clear this thru the Activities Manager prior to commencement activity

Safety Guidelines: Guidelines for the Safe Conduct of Sport and Physical Activity in Schools (1999 NSW Department of Education and Training)

Risks:

1. Catastrophic failure of tower integrity or equipment leads to serious injury or death.
2. Failure of belayers leads to a ground fall.
3. In a fall a participant hits a part of the tower.
4. Participant's hair, clothing or body part becomes jammed or tangled in equipment.
5. Participant slips during activity.
6. Fear leads to a participant freezing in position on the tower.
7. Stresses and strains on muscles caused by unfamiliar activity.
8. Participant or other person has a medical problem
9. Participants or others suffer from sunburn, heat stroke, heat exhaustion or dehydration.
10. Participant fails to follow safety directions and receives an injury from the rope.
11. Participant separated from the group.



| | Dangers | Risk Management Strategies |
|-------------|--|--|
| People | 1. Poor Group control 2. Exposure (Sunburn) 3. Exposure (hypothermia) 4. Dehydration 5. Participant is separated from the group during walk down or back (poor group control) 6. Poor organization of programme 7. Fall, Rope Burn, or other activity related injuries | 1. Ensure all safety equipment is used at all times (harnesses and helmets) 1. Adequate briefing of participants on safety procedures and boundaries 1. Close supervision by instructor and school supervisor at all times 2. Wear hat shirt and sunscreen 2. Close supervision by instructor and school supervisor at all times 3. Wear adequate warm clothing and have dry clothing available at conclusion of activity 3. Instructor to carry recovery / rescue kit in dry bag 4. Each participant advised to bring a drink 5. Close supervision by instructor and school supervisor at all times 5. Adequate briefing of participants on safety procedures and boundaries 6. Instructor to ensure students are fit for the task at hand 6. Assess conditions and change programme accordingly 7. Instructor to ensure all students are listening and attentive during briefing, no participant is to be allowed on the activity if they failed to listen. 7. All safety protocols and instructions are followed at all times by instructors, teachers, and participants. 7. Instructor and teachers to remain alert to safety breaches . |
| Equipment | 9. Poor maintenance 10. No medication | 9. Tower, equipment and safety equipment is inspected prior to and after the activity 10. All first aid kits and personal medication are checked and packed prior to leaving camp. 10. All participants fill in a medical form which is checked by school supervisor and instructor |
| Environment | 11. Adverse weather conditions (storm, wind, rain) 12. Exposure | 11. Weather is checked prior to activity and cancelled in event of dangerous weather 11. In event of sudden adverse weather change event is abandoned and group moves to cover. 12. Ensure correct clothing is worn for conditions |

Reviewed; 7/9/14