



Appendix 5

Marsden Bay Christian Camp

Risk Assessment and Management Sheet

Risk Assessment: **MBCC FLYING FOX** Version: **# 1.1** Date: **January 2019**

Risk What could go wrong?	Hazard Why would this happen?	Risk Rating? How serious is this?	Controls How can it be prevented? First try to eliminate, then minimise the risk	Ratio One to One for FF supervisors	Check: Controls implemented? By who?
Falling from structure causing serious harm or death	Not having qualified or prepared people on the flying fox	High	<ul style="list-style-type: none"> e) Gate is locked, only unlocked by staff e) Flying Fox gear is stored in camp staff office, locked. m) On induction, staff will identify the flying fox is out of bounds, please stay off e) Staff will provide App 1,2,5,15 & 65 and then will train people to use flying fox. 4 trained roles will be covered. Supervisors will then sign off on their roles in flying fox. Refer to these in training. MBCC staff to observe process m) Opportunity for participants to ask questions given – and answered! m) Staff to ask whether supervisors are ok to take on this role? MBCC staff will be there to ensure correct technique is used and then will monitor, always available by radio/cell e) Supervisors to only do the role they are trained for and do understand the importance of this role. 		MBCC to Supervisor Training to user
	Falling out of the harness	Critical	<ul style="list-style-type: none"> m) Supervisor at top to control descent from platform, holding cord above child to not allow trolley above to jump when child is released m) Training of supervisor to control the way people wear harness & start on flying fox m) By having 2 people to check harness m) Supervisor has chart to check through when user gets to top of tower m) You are not allowed to turn yourself upside down 		MBCC Staff to 4 supervisors at the FF To user
	Falling from top of tower	Critical	<ul style="list-style-type: none"> m) Top tower supervisor clips on at top of tower m) User is clicked onto safety line as soon as they reach the top m) Clear training process outlining this about safety lines 		MBCC Staff to 4 supervisors at the FF To user
	Standing on tower guard rails	High	<ul style="list-style-type: none"> m) one child on first level who is supervised by one adult m) one child only working at the highest level m) all children briefed on this. 		MBCC Staff to 4 supervisors at the top -To user
	Instructors lose focus + Weather	Moderate	<ul style="list-style-type: none"> m) MBCC staff to assess weather elements, too hot, wind too strong from one direction, rain stronger than showers and activity to be postponed for 30 min, then reassessed. m) Rotate top supervisor after 2 hours to another trained supervisor. MBCC staff to oversee this. m) Water and shade to be taken up to top deck. 		MBCC Staff to Supervisors

	Using faulty equipment	High	e) Camp staff to inspect and maintain both equipment and structure before and after use. m) Supervisors briefed on care of equipment	MBCC Staff
	User hitting ladder, with/without someone on it or someone else on ground as descending	High	e) Put up chain barrier between turns to indicate no go for next user. Before chain is taken away, top of tower to verbally check with ladder supervisor. m) Instruction written on sign and explained through training to clearly communicate to person at ladder to make make sure everything is clear at the ladder. This person also takes responsibility for people walking through this area.	MBCC Staff To Top Tower user
	Falling off the ladder at the bottom onto concrete pad	Moderate	m) One person holds ladder – they must wear a helmet to prevent objects falling from height causing damage. m) Ladder supervisor guides child to ladder m) Ladder supervisor throws rope to bring main line down closer m) Ladder supervisor supports and looks after user while they are on ladder e) Ladder supervisor is tethered to main line	MBCC Staff to 5 supervisors at the FF To user
Being Stuck in harness	User goes upside – train kit fails	High	m) All users instructed about leaving top of tower m) stunt and upside explained in initial briefing e) Top of tower supervisor launches in a way to eliminate this, no big jump offs allowed	MBCC Staff to 5 supervisors at the FF To user
Damaging or ripping harness	User having inappropriate items on self	Moderate	m) As part of training, the person working on harnessing the user will ask and check the that they no inappropriate items, other tower supervisors to visually look for items.	MBCC Staff to 5 supervisors To user
Pulley jamming up	Malfunction of pulley wheels	Low	m) Equipment is inspected before each user group begins the day m) Equipment is discarded when either damaged or reach the end of its life span.	
Emotional & Self Esteem issue	Person pushed to do something they aren't comfortable with User behavior becomes nervous and irrational	Moderate	m) This is a challenge by choice activity, at any stage a child can descend the tower with no obligation or pressure m) Middle level hatch is closed to stop any panic m) Supervisors are on each level m) Stop activity till child is down, Ask a supervisor to support the child down if needed. m) Call group leader over to assist m) Group has disclosed any medical/emotional/behavioural issues. Ready for this.	Supervisor to user
IF OTHER HAZARDS ARE NOTICED (please state alongside)				

In reading this RAM's I will carry out the task safely and where practicable use these identified controls to do so.


Staff:		Date:		Group Activity Leader		Next Review:	2019
---------------	--	--------------	--	------------------------------	--	---------------------	-------------

In the case of an accident or emergency

Use walky talky to summon a MBCC staff member using discrete/calm voices

**Please refer to MBCC Emergency Response Plan
(Found in Bag and hung up on second floor of platform)**

Notify the camp staff and fill in Accident and Near Miss Register (App 9)

Likelihood and Severity of Incident						What Controls can be put in place?																																					
CONSIDER THE LIKELIHOOD OF A HAZARDOUS EVENT OCCURRING						Most effective  Least effective	ELIMINATE:																																				
CONSIDER THE SEVERITY OF INJURY/ILLNESS							1 Eliminate the hazard remove it completely from your workplace If this isn't reasonably practicable, then...																																				
							MINIMISE:																																				
							Substitute the hazard (wholly or partly) with a safer alternative		Minimise the risk, so far as reasonably practicable, by taking 1 or more of these actions that is the most appropriate																																		
							2 Isolate the hazard using physical barriers, time or distance Use engineering controls adapt tools or equipment to reduce the risk																																				
							3 Use administrative controls develop methods of work, processes and procedures		If a risk then remains, you must minimise the remaining risk, so far as reasonably practicable																																		
4 Use personal protective equipment (PPE) this is the last option after you have considered all the other options for your workplace		If a risk then remains, you must minimise the remaining risk by using PPE																																									
<table border="1"> <thead> <tr> <th></th> <th>Very unlikely to happen</th> <th>Unlikely to happen</th> <th>Possibly could happen</th> <th>Likely to happen</th> <th>Very likely to happen</th> </tr> </thead> <tbody> <tr> <td>Catastrophic (e.g. fatal)</td> <td>Moderate</td> <td>Moderate</td> <td>High</td> <td>Critical</td> <td>Critical</td> </tr> <tr> <td>Major (e.g. Permanent Disability)</td> <td>Low</td> <td>Moderate</td> <td>Moderate</td> <td>High</td> <td>Critical</td> </tr> <tr> <td>Moderate (e.g. Hospitalisation/Short or Long Term Disability)</td> <td>Low</td> <td>Moderate</td> <td>Moderate</td> <td>Moderate</td> <td>High</td> </tr> <tr> <td>Minor (e.g. First Aid)</td> <td>Very Low</td> <td>Low</td> <td>Moderate</td> <td>Moderate</td> <td>Moderate</td> </tr> <tr> <td>Superficial (e.g. No Treatment Required)</td> <td>Very Low</td> <td>Very Low</td> <td>Low</td> <td>Low</td> <td>Moderate</td> </tr> </tbody> </table>							Very unlikely to happen	Unlikely to happen	Possibly could happen	Likely to happen	Very likely to happen	Catastrophic (e.g. fatal)	Moderate	Moderate	High	Critical	Critical	Major (e.g. Permanent Disability)	Low	Moderate	Moderate	High	Critical	Moderate (e.g. Hospitalisation/Short or Long Term Disability)	Low	Moderate	Moderate	Moderate	High	Minor (e.g. First Aid)	Very Low	Low	Moderate	Moderate	Moderate	Superficial (e.g. No Treatment Required)	Very Low	Very Low	Low	Low	Moderate		
	Very unlikely to happen	Unlikely to happen	Possibly could happen	Likely to happen	Very likely to happen																																						
Catastrophic (e.g. fatal)	Moderate	Moderate	High	Critical	Critical																																						
Major (e.g. Permanent Disability)	Low	Moderate	Moderate	High	Critical																																						
Moderate (e.g. Hospitalisation/Short or Long Term Disability)	Low	Moderate	Moderate	Moderate	High																																						
Minor (e.g. First Aid)	Very Low	Low	Moderate	Moderate	Moderate																																						
Superficial (e.g. No Treatment Required)	Very Low	Very Low	Low	Low	Moderate																																						

Document Control Table

SOP version	Amendments made	Approved by	Date
1.0	Original made	Scotty Delemare H&S, Micheal Ryan, Manager, Gary Leslie Chairman	2014 May
1.1	Recreated in response to audit advice, especially focused on control systems	Scotty Delemare H&S, Trevor Kerewaro & Matt Scott, Manager, Ian Rowe Chairman	2017 Nov