

SAFETY ACTION PLAN

ACTIVITY: LOW ROPES
LOCATION: LOW ROPES COURSE

GROUP LEADER...

- Group leader to run after being trained by TS Instructor
- Disclose relevant medical conditions
- Fulfil responsibilities in SAP below
- Responsible for overall group management

PARTICIPANTS...

- Shoes

INSTRUCTOR...

- Pass internal training and assessment program
- Current first aid certificate

RESTRICTIONS

Recommended 8 and over

RATIOS (not including instructor)

1 adult : 12 students

What could go wrong? 'The potential harm'	What would cause it to go wrong? 'The hazard'	How could we prevent it from going wrong? 'The mitigation'	Responsibility of?	When will it be done?	Emergency Plan
Loss of Process	- More than one person on an obstacle - Too many team members	- Optimum numbers for effective learning and participation is 5 to 15 people, including 4 spotters for each participant	Group Leaders	Before	<i>Suspected major injury</i> - All to vacate area - Group leader to coordinate first aid - Group leader to arrange for ambulance or extra assistance - Inform host of incident immediately and fill out appropriate forms - Assess if activity can continue <i>Other/ Minor Injury</i> - Group leader to administer first aid
	- Improper briefing/instructions	- Ensure the whole group is listening during briefing	Group Leaders	Before	
	- Lack of understanding of objectives - Too complex for group	- Brief group clearly and adapt objectives to suit the groups age, mental and physical capacity - Outline the goal of the activities	Group Leaders	During	
	- Not physically appropriate for the team	- Ensure the team is physically capable of the challenges	Group Leaders	During	
	- Negative comments by bystanders	- Give guidelines to bystanders regarding opinions	TS Instructors	During	
Bumps, bruises, scrapes, strains, sprains	- Falling off an element - Poor Supervision - Team mates not "spotting" properly - Jumping over obstacles	- Use the acronym S.O.S "step off safely" when describing how to dismount the element - Participants MUST be "Spotted" when on obstacles	Participants + Group leaders	Before	
	- Draping rope around neck	- Clear brief about use of equipment, including being aware of group members, and the risks of carrying rope around their neck	Participants + Group leaders	Before & During	
Exposure to elements (sun, wind, temperature)	- Long periods out in the sun or wind and rain without correct clothes	- Move to an indoor Activity during "bad weather"	TS instructor	Before	
		- Ensure the group has adequate clothing	Participants + Group leaders	Before & During	
Psychological harm	- Being bullied or forced to participate	- Challenge by choice - Group encouragement	TS instructor Participants + GL	During	

Please note: The Instructor may cancel this activity at any time if conditions outlined in this SAP are not able to be achieved or maintained. **Serious Hazards are highlighted**