



# RAMS

Risk Analysis & Management Systems

# Air Rifles

**Risk Level:** High

**Minimum Adults Needed:** 1 competent adult for every 2 guns

**Location:** Air Rifle Range

**Supervisors:** Competent supervisor (18+)

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Rick Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury or Death	Hit by pellet	No one is allowed in the target area while shooting is in progress. No one is allowed to touch the air rifles whilst targets are being placed/retrieved. Always point the air rifles away from people including when being loaded. Safety goggles are to be worn whilst shooting. Only competent adults are to load air rifles.
	Hit by ricocheting pellet	Participants that are operating the air rifles are to be wearing safety goggles to protect their eyes. Participants are instructed to only shoot within the designated firing zone.
	Equipment faults	Equipment and target area regularly undergo maintenance by OBA staff. Participants instructed on proper handling of the air rifles.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control, misbehavior, or interaction between groups	Competent supervisors to be supplied by client group.
	Failure to follow instructions of use	Ensuring correct training is provided for use of equipment by OBA staff member who is deemed competent by Activities Manager. Ensuring before allowing the client group to use the equipment that they are confident and competent after the initial training.
	Other people wandering into the target area	Ensure 'WAIT' signs are clearly visible around entrance to target area. No participant is to go past the shooting tunnels, instruct waiting participants to be seated on the bench.
	Equipment left un-supervised	Explained to adults during training and on Instruction Sheet to bring gear back to the activities office between sessions.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Death	Trees falling	OBA staff regularly check trees in the vicinity to ensure no rotting or deadwood.
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Rick Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Archery

**Risk Level:** Moderate

**Minimum Adults Needed:** 1

**Location:** Archery Range

**Supervisors:** Competent supervisors that are 16+

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury or death	Hit by arrow	Supervisors are trained on the correct loading process to avoid a miss fire. Supervisor are to clearly explain to participants that no one is allowed in the target area while archery shooting is in progress. Always point the arrows downrange and never towards people/animals. Ensure no arrows are available at shooting platform before supervisor retrieves them from downrange.
	Arm grazed by misuse of bow	Supervisor clearly explains proper use of bow as trained by OBA Instructor.
	Equipment breaking or faulty	Equipment regularly undergoes inspections and maintenance.
People		
Risk	Causing Factors	Normal Operations
Injury or death	Loss of group control/misbehavior	Competent adult supervision and group management.
	Other people wandering into target area.	Ensure 'WAIT' signs are clearly visible, and participants to be seated behind yellow line.
	Failure to follow instructions	Ensure supervisors are trained by staff for proper use of equipment.
	Gear left unsupervised	Explained to adults during training and on Instruction Sheet to bring gear back to the activities office between sessions.
Environment		
Risk	Causing Factors	Normal Operations
Injury or death	Trees falling	OBA staff regularly checks trees in the vicinity to ensure no rotting or deadwood.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Blast From The Past

**Risk Level:** Low

**Minimum Adults Needed:** 1 Competent adult

**Location:** Dining Room, Gymnasium or outside

**Supervisors:** Competent supervisor

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



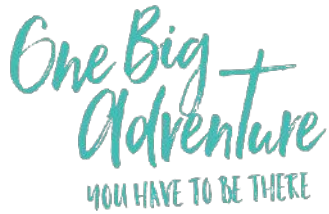
NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe for use	Equipment regularly undergoes maintenance checks and repairs by OBA staff.
People		
Risk	Causing Factors	Normal Operations
Injury	Equipment being misused by participants	Supervisors to instruct on proper use of equipment as advised by OBA staff.
	Participants colliding with one another	Boundaries explained to participants by supervisor.
	Participants sustaining carpet burn	Participants made aware of the flooring and the injuries that are possible.
	Loss of group control or misbehavior	Competent supervision to be provided by client group.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Bivouac Building

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent supervisor

**Location:** Bivouac building grounds

**Supervisors:** Competent supervisor

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

People		
Risk	Causing Factors	Normal Operations
Injury	Participant wandering out of sight while in the stream area.	Participants given full instructions including to not leave group without permission.
	Loss of group control/misbehavior.	Competent adult supervision.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Stones or rocks causing injury.	Adequate footwear to be worn & care must be taken.
	Tripping over roots, branches or trees.	Adequate footwear to be worn & care must be taken.
	Trees or tree branches falling on participants.	Track undergoes regular maintenance checks by staff. Warn people of the dangers when making Shelters.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2





# RAMS

Risk Analysis & Management Systems

# Burma Trail

**Risk Level:** Moderate

**Minimum Adults Needed:** 2 competent adult supervisors

**Location:** Burma Trail

**Supervisors:** Competent adult supervisors

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Rick Analysis & Management Systems	Version No 2	Next review August 2024
			Page 1

People		
Risk	Causing Factors	Normal Operations
Injury or Death	Los of group control and misbehavior	Competent adult supervision. Group sizes are to be manageable.
	Wandering off or getting lost in the dark	Participants advised that no-one is to leave their group or go to the trail area without permission. Headcount to be done before and after the activity.
Environment		
Risk	Causing Factors	Normal Operations
Death or Injury	Trees and braches falling on participants	The trail undergoes regular maintenance checks and is cleared of rotten wood by OBA staff.
	Participants tripping over or walking into trees, branches and roots. Participants getting lost.	Participants instructed to participate carefully and warned of the risks of this happening prior to undertaking the activity.
	Participants slipping or coming close to going over cliff edges.	Participants instructed to stay with the group, ensure they are holding onto the Burma rope.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Rick Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Campfire

**Risk Level:** Moderate

**Minimum Adults Needed:** 3-4

**Location:** Campfire area

**Supervisors:** Competent adult supervisors 18+

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Burns from the campfire	Supervisor gives clear boundaries and instructions to participants at the beginning of each session.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent supervisors to be provided by client group.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Death	Falling branches, trees or other	Maintenance of the trees takes place regularly by OBA staff or ancillary services.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Confidence Course

**Risk Level:** Moderate

**Minimum Adults Needed:** 2 Competent Supervisors

**Location:** Confidence Course

**Supervisors:** 2 competent supervisors

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

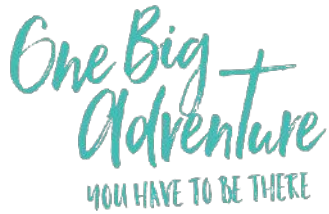


NOTE: Once printed, documents are uncontrolled				
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review	Page
		2	August 2024	1

Equipment		
Risk	Causing Factors	Normal Operations
Injury or Death	Equipment breaking or in unsatisfactory condition	Equipment regularly undergoes maintenance checks and repairs by OBA staff.
People		
Risk	Causing Factors	Normal Operations
Injury or Death	Loss of group control or inadequate adult supervision.	Competent supervision to be provided by the client group.
	Participants wandering off to the stream	Competent supervision to be provided by the client group.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Death	Wet weather causing slippery equipment and/or moss build up	Make sure participants walk on the ground if the planks are too slippery. Use towels to dry course if it's wet.
	Trees or branches breaking/falling	Staff regularly check for fallen branches and surrounding trees for rot



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Frisbee Golf

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent adult

**Location:** Camp-wide

**Supervisors:** Competent adult

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No	Next review	Page
		2	August 2024	1

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Participant getting hit by Frisbees.	Participants are made aware of the risk of being hit by Frisbees.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior.	Competent adult supervision and group management.
	Wandering off or getting lost.	No-one to leave group without permission; complete activity as a team.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Participants tripping over or walking into trees, branches, or roots	Participants instructed to be careful and wear appropriate footwear.
	Wandering into areas where other activities are running.	Participants instructed to remain in group & to avoid areas in which other activities are running.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2





# RAMS

Risk Analysis & Management Systems

# Hill Sliding

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent adult

**Location:** Hill behind main camp

**Supervisors:** Competent adult

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Falling off equipment and getting grass burns or grazes.	Participants made aware of the risks.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior.	Competent adult supervision and group management.
	Wandering off or getting lost.	No-one to leave group without permission; complete activity as a team.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Participants tripping over or falling down the hill.	Participants instructed to be careful and wear appropriate footwear.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Hobo Stoves

**Risk Level:** Moderate

**Minimum Adults Needed:** 2 competent adults

**Location:** Hobo stoves location

**Supervisors:** Competent adults

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Burns due to touching cooker, hot equipment or fire	Participants warned of danger of burns & only competent adults to use lighters. Adults supervising fire throughout activity session.
People		
Risk	Causing Factors	Normal Operations
Injury or Illness	Loss of group control or misbehavior	Competent adult supervision & group management.
	Allergic reaction	Adults to be aware of special diets of the group.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Tripping over uneven ground or tree roots	Participants warned to be careful and advised of the risk of this happening.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Initiative Course

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent adult

**Location:** Initiative course area

**Supervisors:** Competent supervisor

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



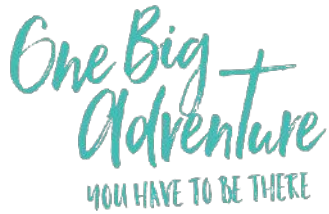
NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repaired or replaced by staff. Report any damaged items to OBA staff.
Risk	Causing Factors	Normal Operations
Injury	Loss of group control	Competent adult supervisor and group management.
	Equipment misused	Only use equipment as instructed.
	People not following the instructions	Explain very clearly the importance of following instructions. If the group do not seem to be listening, do not do the 'Trust Fall' activity.
Environment		
Risk	Causing Factors	Normal Operations
Injury & Death	Wet weather causing slippery hazards	Use towel to dry wood if it has been raining. Call off the activity if the weather is too wet.
	Stream rising too fast	Stream and weather to be monitored throughout the activity and called off if required.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Masterchef

**Risk Level:** Moderate

**Minimum Adults Needed:** 1 competent adult

**Location:** Dining room or outside deck

**Supervisors:** Competent adult

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury or Death	Burns due to touching cooker, hot equipment, oil, or fire.	Participants warned of burns. Only adults are to use lighters. Adults supervising fire throughout activity session.
	Tripping.	Participants warned of platform to access bench and instructed to be careful around the bench space.
	Gas explosion.	Gas Bottles to be thoroughly and regularly checked by staff. No-one to touch the gas bottle apart from staff.
People		
Risk	Causing Factors	Normal Operations
Injury or Death	Loss of group control or misbehavior.	Competent adult supervision & group management.
	Allergic Reaction.	Adults to be aware of special diets of the group to ensure food isn't consumed by those who can't eat it.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024
			Page 2



# Orienteering

**Risk Level:** Low

**Minimum Adults Needed:** 2 competent adults

**Location:** Camp-wide

**Supervisors:** Competent adults

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehaviour	Competent adult supervision and group management.
	Wandering off or getting lost	No-one to leave group without permission; complete activity as a team.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Participants tripping over or walking into trees, branches, or roots	Participants instructed to be careful and wear appropriate footwear.
	Wandering into areas where other activities are running	Participants instructed to remain in group & to avoid areas in which other activities are running.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Problem Solving

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent adult

**Location:** Gym Side Room

**Supervisors:** Competent supervisor

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Equipment breaks	Equipment undergoes regular maintenance checks by staff.
	Tripping	Participants to be warned about trip hazards and instructed to be careful.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent adult supervision and group management.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Rainbow Tag

**Risk Level:** Low

**Minimum Adults Needed:** 1 OBA Instructor & 12 Competent adults

**Location:** Camp wide

**Supervisors:** Competent adults

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



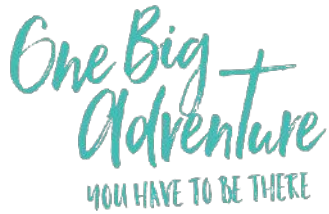
NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

People		
Risk	Causing Factors	Normal Operations
Injury	Participants falling, tripping or colliding with each other	Advise all participants (Including adults) to be cautious of their surroundings.
	Participants not adhering to boundaries	Boundaries are clearly set by OBA staff.
	Loss of group control or misbehavior	OBA staff to run activity with support from competent adults supplied by client group.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Drowning	Beach	Boundaries are clearly set and explained to participants by OBA staff.
	Falling branches, trees or other.	Advise all participants (Including adults) to be cautious of their surroundings.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Slip 'n' Slide

**Risk Level:** Moderate

**Minimum Adults Needed:** 2 competent adults

**Location:** Bank on field near waterslide

**Supervisors:** Competent supervisors

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Getting caught on slide or sliding over raised pegs	Participants instructed to slide in the middle of the slide, by themselves and in a seated position.
	Slipping over whilst running	Participants told to be careful and sensible around the slide area, particularly when they are running on approach to go down the slide.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent adult supervision and group management.
	Canvas or grass burn	Participants to be saturated before sliding.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2





# RAMS

Risk Analysis & Management Systems

# Target Paintball

**Risk Level:** Low

**Minimum Adults Needed:** 1 competent adult

**Location:** Target paintball area

**Supervisors:** Competent adult

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control, kids pushing each other, inadequate adult supervision or misbehavior.	Competent adult supervision & group management.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Wet weather causing slippery surfaces.	Participants are made aware if there has been rain and the slip hazards.
	Trees or branches breaking/falling.	Staff regularly check for fallen branches and surrounding trees for rot.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Top Team

**Risk Level:** Low

**Minimum Adults Needed:** 10 competent adults

**Location:** Field or Gym

**Supervisors:** Instructor and competent adults

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Broken or damaged equipment	Ensure equipment is set up correctly. Equipment undergoes regular maintenance checks by staff.
People		
Risk	Causing Factors	Normal Operations
Injury	Participant hit by someone or something whilst completing a station	Competent adult supervision and instruction at each station.
	Loss of group control or misbehavior	Competent adult supervision and group management.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Slipping or tripping	Instruct participants to be careful when moving between stations. Appropriate footwear to be worn.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Trivia

**Risk Level:** Low

**Minimum Adults Needed:** 3 competent adults

**Location:** Dining Hall

**Supervisors:** Competent supervisor

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



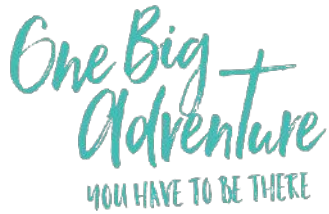
NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent adult supervision and group management.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2



# RAMS

Risk Analysis & Management Systems

# Waterslide

**Risk Level:** Moderate

**Minimum Adults Needed:** 2 competent adults

**Location:** Behind east wing of main building

**Supervisors:** Competent adults

**Important Information for Supervisors of Activity Groups:**

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your organisation will have briefed supervisors as to any special needs/at risk participants (e.g. a severe bee-sting allergy, epilepsy).
- If you have any concerns about the activity, the equipment or your level of ability in regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
  - Ensure adequate clothing and footwear are worn especially if outdoors.
  - Maintain group control at all times.
  - Be aware of emergency procedures.
  - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

- The **RAMS** outlined below are for hazards that could result in serious illness, injury and/or death. These hazards are specifically related to use of One Big Adventure equipment during activities.
- Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

**EMERGENCY PROCEDURES**

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Call 111 and give clear details or instruct another adult to do this step
4. Administer first aid and seek further treatment if necessary
5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



NOTE: Once printed, documents are uncontrolled

One Big Adventure	Risk Analysis & Management Systems	Version No 2	Next review August 2024	Page 1
-------------------	------------------------------------	-----------------	----------------------------	-----------

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Hitting the end of the waterslide.	Participants made aware of hazard. Participants are instructed on how to appropriately use the waterslide.
	Hitting other participants.	Adult supervisors given clear instruction make sure there is only one person on the waterslide at a time.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior.	Competent adult supervision and group management.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Slipping on grass or steps coming off the slide.	Adult supervisors made aware of hazard.



NOTE: Once printed, documents are uncontrolled			
One Big Adventure	Risk Analysis & Management Systems	Version No	Next review
		2	August 2024
			Page 2