



One Big +
Adventure
YOU HAVE TO BE THERE

Activity RAMS (Risk Analysis Management System)

For activities at Carey Park Christian Camp

Air Rifles

Risk Level: High

Minimum Adults Needed: 1 competent adult for every 2 guns

Location: Air Rifle Range

Supervisors: Competent Adults (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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury or Death	Hit by gun pellet	No one is allowed in the target area while shooting is in progress. No one is allowed to touch the guns while retrieving targets. Always point guns away from people including when being loaded. Safety goggles to be worn while shooting. Only competent adults are to load guns/ no guns to be shot outside barrels.
	Equipment faulty/risky	Equipment and target area regularly undergo maintenance by OBA staff. Participants instructed on proper handling of Air Rifles.
People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control/ misbehavior/ interaction between groups	Competent Adult supervision
	Failure to follow instructions of use	Ensure Adult Supervisors are trained by staff on competent usage of equipment and facilitation of activity.
	Other people wandering into target area	Ensure 'WAIT' signs are clearly visible around entrance to target area. No participant to go past the shooting barrels, instruct waiting participants to be seated.
	Gear left unsupervised	Explained to adults during training and on Instruction Sheet to bring gear back to the activities office between sessions.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Archery

Risk Level: Moderate

Minimum Adults Needed: 1 competent adult

Location: Archery Range

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

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- ⇒ 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 regard 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.
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Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Hit by arrow	No one allowed in target area while archery in progress. Always point arrows away from people. Ensure no arrows are available at shooting platform before Competent Adult Supervisor retrieves arrows.
	Arm grazed by misuse of bow	Participants instructed on proper handling of bow.
	Equipment breaking/faulty	Equipment regularly undergoes maintenance by staff
	Tripping over/falling over railing	Instruct participants not to sit up on railing. Observe the red sign.
People		
Risks	Causing Factors	Normal Operations
Death or Injury	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 Adult Supervisors are trained by staff for competent usage of equipment.
	Gear left unsupervised	Gear must be brought back to the activities office between sessions

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Axe Throwing

Risk Level: High

Minimum Adults Needed: 1 Instructor + 1 Competent Adult

Location: Field

Supervisors: Instructor + Competent Adults

Important Information for Supervisors of Activity Groups:

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- ⇒ 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 participant (e.g. a severe bee-sting allergy, epilepsy).
- ⇒ If you have any concerns about the activity, the equipment or your level of ability in regard 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.
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Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Equipment breaking/faulty	Equipment regularly undergoes maintenance by staff.
	Ricocheting axes	Ensure spectators are behind the 10m marker and retrieval of the axes is done when throwing is over
People		
Risks	Causing Factors	Normal Operations
Death or Injury	Other people wandering into target area.	Ensure the boundary for the activity is clearly visible around entrance to target area.
	Misuse of equipment	Ensure supervisors trained by staff on correct usage of equipment and boundaries.
Environment		
Risks	Causing Factors	Normal Operations
Death or Injury	Slippery field	Proper footwear advised when retrieving axes. Take caution

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Blast from the Past

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Dining Room

Supervisors: Competent Adults

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- ⇒ 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 regard 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.
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Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by OBA Staff
	Equipment misused	Only use equipment as instructed

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control, misbehavior or failure to follow instructions	Competent Adult supervision and group management.
	People running & colliding or falling, carpet burn	Explain boundaries. Make sure participants are careful and aware of others. Change the game if it is getting too out of control.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Burma Trail

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Bush near Confidence Course/Campfire

Supervisors: Competent Adults

Important Information for Supervisors of Large Groups:

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Environment		
Risks	Causing Factors	Normal Operations
Death or injury	Trees/branches falling on participants	Trail undergoes regular maintenance checks and is cleared of rotten wood by OBA staff
	Participants tripping over/walking into trees/branches/roots/drowning/hypothermia	Participants instructed to participate carefully and warned of the risks of this happening.

People		
Risks	Causing Factors	Normal Operations
Death or injury	Loss of group control/misbehavior	Competent Adult supervision. Group sizes to be manageable.
	Wandering off/getting lost in the dark	No-one to leave or go to the trail area without permission. Headcount before and after activity.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Bush Survival Skills

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Yellow Room and Bush near Platform

Supervisors: Competent Adult(s)

Important Information for Supervisors of Activity Groups:

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- ⇒ 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 regard to this activity, please speak with One Big Adventure staff immediately.
- ⇒ Normal precautions for participant safety apply such as:
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Environment		
Risks	Causing Factors	Normal Operations
Injury	Stones/rocks causing injury or tripping over roots/branches/trees.	Adequate footwear to be worn & care must be taken.
	Trees/branches falling on participants.	Track undergoes regular maintenance checks by staff. Warn people of the dangers when making Shelters.
People		
Risks	Causing Factors	Normal Operations
Drowning or 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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Indoor Bush Survival Skills

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Yellow Room in the gym

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

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- ⇒ If you have any concerns about the activity, the equipment or your level of ability in regard to this activity, please speak with One Big Adventure staff immediately.
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People		
Risks	Causing Factors	Normal Operations
Injury	Children wandering off	Regular head counts/
	Mobile poles moved by children	Only adults are to move these
	Loss of group control / misbehavior	Competent Adult supervision

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Bush Walk

Risk Level: Medium

Minimum Adults Needed: 2 competent adults

Location: Bush Walk track across the stream

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

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- ⇒ 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 regard 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.
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- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Drowning	Stream floods due to excessive rain	Do not cross stream if raining heavily and leave area if this occurs.
Death or Injury	Stones/rocks causing injury or tripping over roots/walking into branches	Adequate footwear to be worn & care must be taken during walk (no running)
	Trees/branches falling on participants	Trail undergoes regular maintenance checks and is cleared of rotten wood by staff.

People		
Risks	Causing Factors	Normal Operations
Drowning	Participant wandering out of sight while crossing stream area	Participants given full instructions including not to cross stream without permission and not to leave group
injury	Loss of group control/misbehavior	Competent Adult Supervision

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Camp Wide Relay

Risk Level: High

Minimum Adults Needed: 12 competent adults

Location: Campwide

Supervisors: Instructors & Competent Adults

Important Information for Supervisors of Large Groups:

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- ⇒ If you have any concerns about the activity, the equipment or your level of ability in regard to this activity, please speak with One Big Adventure staff immediately.
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- ◆ Rams for specific activities needs to be adhered too

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Broken or damaged equipment	Ensure equipment is set up correctly. Carry out regular maintenance checks by staff
Environment		
Risks	Causing Factors	Normal Operations
Injury	Gravel paths, mud	Ensure children are careful when running from place to place. Wear appropriate footwear.
People		
Risks	Causing Factors	Normal Operations
Death or Injury	Participant hit by someone/ something while using obstacles / completing challenges	Correct adult supervision at each challenge.
	Loss of group control/misbehavior	Adequate Adult supervision
	Allergic Reaction	Adults to be aware of special diets of the group.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Campfire

Risk Level: Medium

Minimum Adults Needed: 4 competent adults

Location: Campfire Area

Supervisors: Competent Adults

Important Information for Supervisors of Large Groups:

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- ⇒ Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
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Environment		
Risks	Causing Factors	Normal Operations
Death or injury	Fire out of control/too large	Stoking fire and general management to be done only by competent adults. Fire built within boundaries. Location of water hoses is known. Only use wood supplied.
People		
Risks	Causing Factors	Normal Operations
Death or injury	Burns from fire and marshmallow sticks	Participants warned of the possibility of burns and to be careful with hot equipment and not leaning into fire
	Wandering off/getting lost in the dark	No one to leave or go to the campfire area without permission and do a headcount before & after the session
	Loss of group control/misbehavior	Competent Adult supervision

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Catapults

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Side Room of Gym

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

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Equipment		
Risks	Causing Factors	Normal Operations
Injury	Mis-using equipment	Participants to be careful with each other and with equipment. Adults to supervise

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent Adult Supervision

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Medium

Minimum Adults Needed: 2 competent adults

Location: Confidence Course

Supervisors: Competent Adults

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Reviewed 01/12/21 (EP)

Confidence Course

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Environment		
Risks	Causing Factors	Normal Operations
Death or injury	Wet weather causing slippery equipment/moss	Make sure children walk on the ground if the planks are too slippery. Use towels to dry course if its wet/staff routinely waterblast course
	Trees or branches breaking/falling	Staff regularly check for fallen branches and surrounding trees for rot

Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff.

People		
Risks	Causing Factors	Normal Operations
Death or injury	Loss of group control, kids pushing each other, inadequate adult supervision or misbehavior/ falling off/ kids wandering off to stream	Competent adult supervision & group management.

EMERGENCY PROCEDURES

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2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 08/12/2021 (AT) Version 3

Crate Stacking

Risk Level: High

Minimum Adults Needed: 2 Competent Adults + 1 Instructor

Maximum Participants: 12 - Please note that If there are more than 12 participants, more supervision may be required.

Location: 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 child 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 regard 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!

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Equipment not provided	All necessary equipment provided and correct usage explained and implemented.
	Equipment failing	Equipment to undergo regular intensive maintenance by Staff.
	Finger entrapped in Auto Belay	Instructor discloses risk prior to participant getting close to auto belay.
	Long hair caught in equipment	Ensure long hair is tied back.
	Inappropriate length of clothing causing pinching	If the participants clothing does not come past the straps of the harness, they get told to change.
	Falling crates	People in landing zone to be wearing a helmet. Participants to clip each crate to each other as they climb. No-one to stand in front or behind the stack.
	Being Hit by equipment (Passing pole, Jenga blocks, crates)	Ensure correct use of equipment is taught and adhered to at all times
Crates falling on climbers	Climbers to wear helmets when climbing	
People		
Risks	Causing Factors	Normal Operations
Death or Injury	Loss of group control and misbehavior	Ensure competent Adult Supervision including a trained OBA Instructor always present.
	Other people wandering into landing zone	Ensure participants know the boundaries. Instructor to enforce the landing zone boundary for the duration of the activity.
	Climber falling too far, too hard, or hitting something or someone else	Ensure participants understand how Auto Belay descent works. Ensure that equipment is functioning correctly.
	Fear of heights - participant freezing	Instructor trained on rescuing climbers. Encourage 'Challenge by Choice'- no forced climbing.
Environment		
Risks	Causing Factors	Normal Operations
Injury	Being distracted or hit by crates, sports balls or other equipment in the gym	Ensure adults are competent and that everyone is aware of the landing zone boundary. Only other people in gym under supervised activities. No sports balls allowed out during session.



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Flying Fox

Risk Level: High

Minimum Group Adults Needed: 2 competent adults + 1 Instructor

Maximum Participants: 12 - Please note that if there are more than 12 students there may need to be more supervision provided.

Location: Flying Fox

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 regard 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!

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Equipment or structures failing or unsafe	Equipment and infrastructure to undergo regular intensive maintenance by staff and external assessment providers.
	Equipment not provided or usage not explained	All necessary Equipment provided and correct usage explained and enforced, including harnesses
Environment		
Risks	Causing Factors	Normal Operations
Injury	Slipping and tripping on stairs in wet weather	Participants to move carefully and must wear appropriate shoes.
Injury	Falling pinecones, branches, or trees	Participants instructed to not be under the tree unless walking up the tower with their helmet on.
Death or injury	Lightning strikes zipline	Instructor to close activity if any lightning or thunder is observed.
People		
Risks	Causing Factors	Normal Operations
Death or injury	Long hair or clothing caught	Ensure long hair is tied back and no loose clothing hanging out
	Participant falling	Ensure all gear is attached & harness checked by OBA Instructor before 'flying'
	Participant hitting ladder or someone/thing else	Competent adult instructed to return ladder to safety position in order to open electronic safety gate. No-one allowed under the path of Fox.
	Loss of group control/misbehavior	Ensure adequate Adult supervision ratios including trained One Big Adventure Instructor always present

Gaga Ball

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Gaga Pit

Supervisors: Competent Adult(s)

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Tripping or colliding with other participants	Participants to be careful of each other.
	Scraping body on the base of the gaga pit	Participants to be briefed about the gravel base

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Giant Games

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Indoors—side room of gym or gym mezzanine

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 participants 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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff
	Equipment misused	Only use equipment as instructed
People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control, misbehavior or failure to follow instructions	Competent adult supervision and group management

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Group Games

Risk Level: Low

Minimum Adults Needed: 4

Location: Gym

Supervisors: Parent Helpers/Teacher(s)

Important Information for Supervisors of Large 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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Tripping, collisions with walls or other participants/climbing on the rock wall mats	Participants to be careful and understand boundaries. Carpet and gym undergoes regular maintenance by staff.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Hobo Stoves

Risk Level: Moderate

Minimum Adults Needed: 2 competent adults

Location: Campfire Area

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	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		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent adult supervision & group management
Illness	Allergic Reaction	Adults to be aware of special diets of the group.

Environment		
Risks	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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Human Foosball

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Human Foosball Field

Supervisors: Competent Adult(s)

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Colliding with barriers and poles	Participants to be careful of surroundings.
	Scraping body on the field base	Participants to be briefed about the gravel base, footwear to be worn.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Kayaking

Risk Level: High

Minimum Adults Needed: 1 competent adult

Maximum Participants: 12 - Please note that if there are more than 12 students there may need to be more supervision provided.

Location: Stream by Jetty

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 regard 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.

- ◆ 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 activities and equipment.
- ◆ Risks associated with normal daily life have not been included (such as bee stings, sunburn, eel bites etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

Equipment		
Risks	Causing Factors	Normal Operations
Drowning	Kayak not fit for use	Equipment regularly undergoes maintenance by staff
	Life jacket not fitted correctly	Ensure life jackets properly fitted and in good condition.
Injury	Slipping due to mud	Boat ramp and jetty regularly waterblasted by staff.

Environment		
Risks	Causing Factors	Normal Operations
Drowning	Excessive rain causing stream flooding, or excessive current.	Activity closed if rain levels are too high.
Illness	Extreme cold or heat	Ensure weather-relevant clothing is worn
Injury	Branches falling into stream/hidden under water	Stream banks and bed regularly checked and cleared of rotted trees and branches by staff.
	Dam break or participant goes over edge of dam	Dam undergoes regular maintenance by staff. Participants stick to boundaries, no access to waterhole.

People		
Risks	Causing Factors	Normal Operations
Injury	Kayak Paddles misused	Participants to be instructed on proper use of Kayak Paddles, both in and out of the water.
	Misbehavior or loss of group control	Competent adult supervision including trained One Big Adventure Instructor always present.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Orienteering

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Campwide

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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	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.

People		
Risks	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.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Campwide Indoors

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 regard 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!

Reviewed 01/12/21 (EP)

Indoor Orienteering

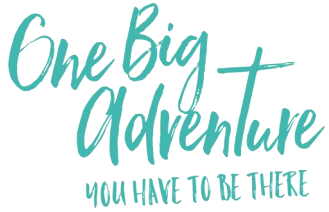
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- ◆ Risks associated with normal daily life have not been included (such as bee stings, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Tripping or wandering into other activity areas.	Participants instructed to be careful and advised around locations of other activities.

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control/misbehavior	Competent adult supervision and group management

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Moderate

Minimum Adults Needed: 1 competent adult

Location: Outside Green Room near Trampolines

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 regard 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!

Reviewed 01/12/21 (EP)

Outdoor Cooking

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	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.
Injury or Death	Gas Explosion	Gas Bottles to be thoroughly and regularly checked by staff. No-one to touch the gas bottle apart from staff.
People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent adult supervision & group management.
Illness or Death	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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Playground and Trampolines

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Playground and Trampolines

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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Wet weather causing slippery equipment	Do not use if raining heavily. Use towels to dry wood if it has been raining.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff.

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control, misbehavior or failure to follow instructions	Competent adult supervision and group management.
	Equipment misused	Only use equipment as instructed.
	Falling/tripping	Participants instructed to be careful.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Poles and Planks

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Poles and Planks Area

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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Wet weather causing slippery hazards	Use towels to dry wood if it has been raining. Call off activity if weather is too wet.
Death	Stream rising too fast	Stream and weather to be monitored by OBA staff.
Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff.
People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehaviour	Competent adult supervision and group management.
	Equipment misused	Only use equipment as instructed.
	People not following 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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Problem Solving

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Gym Side Room

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 regard 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 activities and equipment.
- ◆ 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.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Raft Building

Risk Level: High

Minimum Adults Needed: 2 competent adults

Location: Waterhole

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 regard 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!

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Drowning or Injury	Raft fails	Adult is ready and waiting to assist with building and testing raft if needed.
	Life jacket not fitted correctly or not fit for use	Ensure life jackets are properly fitted. Life jackets regularly undergo maintenance checks by staff.
Environment		
Risks	Causing Factors	Normal Operations
Drowning or Injury	Excessive rain	Activity halted or cancelled if rain is excessive
Injury	Branches falling into stream	Staff to keep banks and stream clear of branches and dying trees.
	Dam breaks or participant falls over the edge of the dam	Dam undergoes regular maintenance by staff. Instruct participants to stay clear of edge
	Falling while dismounting raft	All participants warned of concrete edging. To be cautious as they dismount raft.
People		
Risks	Causing Factors	Normal Operations
Drowning or Injury	Loss of group control or misbehavior	Competent adult supervision and group management.
	Child panics or cannot swim	All children are warned of the dangers and are told not to enter if they struggle with swimming
	Participants not wearing life jacket	Participants given full safety instructions and always to wear life jackets on the water



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Rainbow Tag

Risk Level: Low

Minimum Adults Needed: 12 competent adults + 1 instructor

Location: Campwide

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 organization 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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Gravel paths, mud, tripping over, getting lost/falling in stream	Advise participants to be careful as they move. Explain boundaries clearly. Appropriate footwear to be worn.

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Competent Adult supervision and group management.
	Participants running into each other	Advise participants to be careful of their surroundings as the move.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

River Games

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Stream by Poles and Planks

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 regard 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 activities and equipment.
- ◆ Risks associated with normal daily life have not been included (such as bee stings, eel bites, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

Environment		
Risks	Causing Factors	Normal Operations
Drowning or injury	Stream floods due to excessive rain	Activity halted or cancelled if rain is excessive.
	Rocks causing injury	Appropriate footwear to be worn.

People		
Risks	Causing Factors	Normal Operations
Drowning or injury	Participant wandering out of sight while in the stream area	Participants instructed to not leave group without permission
	Loss of group control or misbehavior	Competent adult supervision and group management
	Distraction from other activities	Adults of each activity to ensure their participants aren't distracting other activities

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

River Walk

Risk Level: Moderate

Minimum Adults Needed: 2 competent adults

Location: Stream

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 regard 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 activities and equipment.
- ◆ Risks associated with normal daily life have not been included (such as bee stings, eel bites, sunburn, etc.) as it is expected that all groups will apply normal precautions to avoid these and to address them if need be.

Environment		
Risks	Causing Factors	Normal Operations
Drowning or injury	Stream floods due to excessive rain	Do not go to stream if raining heavily and leave area if starts to rain heavily
	Sharp Stones/rocks causing injury	Appropriate footwear to be worn
	Eels bites	Wear some kind of water shoe or covered shoes

People		
Risks	Causing Factors	Normal Operations
Drowning or injury	Participant wandering out of sight while in the stream area/not wearing life jacket	Participants given full instructions to not leave group. Every participant to wear a life jacket
	Loss of group control/misbehavior	Competent instructor and adult supervision, and group management.
	Distraction from other activities	Adults of each activity to ensure their participants aren't distracting other activities

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Rock Climbing

Risk Level: High

Minimum Adults Needed: 1 Competent Adult + 1 Instructor

Maximum Participants: 12 - Please note that If there are more than 12 participants, more supervision may be required.

Location: In Gym at Indoor Rock Wall

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 regard 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!

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Death or Injury	Equipment failing or jamming	Equipment to undergo regular intensive maintenance by Staff and annual inspections by external equipment provider.
	Equipment not provided	All necessary Equipment provided and correct usage explained and implemented, including harnesses.
	Long hair caught in equipment	Ensure long hair is tied back.
	Inappropriate length of clothing causing pinching	If the participants clothing does not come past the straps of the harness, they get told to change.
People		
Risks	Causing Factors	Normal Operations
Death or Injury	Incorrect equipment checks	Instructor to provide instruction and observation until competence is achieved on equipment checks.
	Fear of heights - participant freezing	Instructor trained on rescuing climbers. Encourage 'Challenge by Choice' - no forced climbing
	Climber hitting something or someone else whilst descending	Climbers to be mindful of others and move carefully when descending. Instructor and competent adults to give instructions for proper descent and warn if there is danger.
	Misbehavior or loss of group control	Ensure competent adult supervision, including competent Staff Instructor, are always present.
	Participants walking under climbers	Ensure participants adhere to boundaries at all times until it is time for them to climb.
Environment		
Risks	Causing Factors	Normal Operations
Injury	Being hit or distracted by sports balls/other equipment in the gym	Only other people in gym under supervised activities. No sports balls allowed during session - these need to be put away before the session begins



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Rogaining

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Campwide

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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Participants tripping over or walking into trees, branches, or roots.	Participants instructed to be careful and aware of trip hazards.
	Wandering into areas where other activities are running.	Participants instructed to stay together and to avoid other activity areas.
People		
Risks	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.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Rope Maze

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Rope Maze Area

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Falling over ropes causing burns	Participants to be careful of equipment & ropes
Environment		
Risks	Causing Factors	Normal Operations
Illness	Weather too hot, cold or wet.	Appropriate clothing to be worn.
People		
Risks	Causing Factors	Normal Operations
Injury	Colliding with others	Instructed to be careful especially with blindfolds on.
	Loss of group control	Competent adult supervision and group management.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Indoors - Dining Hall or side room of gym

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 regard 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!

Reviewed 01/12/21 (EP)

Royal Drama

- ◆ 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 activities and equipment.
- ◆ 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.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Campwide

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 regard 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!

Reviewed 01/12/21 (EP)

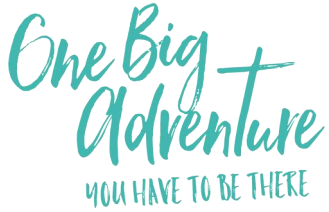
Scavenger Hunt

- ◆ 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 activities and equipment.
- ◆ 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.

Environment		
Risks	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 together and to avoid other activity areas.
People		
Risks	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.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Low

Minimum Adults Needed: 4 competent adults

Location: Field or Gym

Supervisors: Instructor & Competent Adults

Important Information for Supervisors of Large 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 regard 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!

Reviewed 01/12/21 (EP)

Sideline Soccer

- ◆ 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Being hit by equipment	Participants instructed to be careful and not to hit each other with equipment.
	Carpet or Grass Burn. Falling over, or colliding with other participants.	Participants to be mindful of each other & careful when running around.
People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior.	Competent adult supervision and group management.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Slacklining

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Beside Trampolines

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment failing	Equipment to undergo regular intensive maintenance by staff.
	Slackline not tight enough	Staff will ensure line is set up with correct amount of tension.
Environment		
Risks	Causing Factors	Normal Operations
Injury	Tree or post fails	Slackline set up on a tree or post that has been weight tested.
People		
Risks	Causing Factors	Normal Operations
Injury	Falling over or into each other	Participants are instructed to be careful.
	Misbehavior or loss of group control	Competent adult supervision and group management.
	Participant is not competent	Ensure all participants are comfortable on line before continuing further.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Slip'n'Slide

Risk Level: Moderate

Minimum Adults Needed: 2 competent adults

Location: Bank on field adjacent to driveway

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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	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 while running	Participants told to be careful and sensible around slide area
Environment		
Risks	Causing Factors	Normal Operations
Injury	Cars coming down driveway	Adults instructed to halt activity and allow vehicle to pass whilst children are clear of the road.
People		
Risks	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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Risk Level: Low

Minimum Adults Needed: 1 competent adults

Location: Gym or Field

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 regard 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!

Reviewed 01/12/2021 (EP)

Sports Gear

- ◆ 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 activities and equipment.
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Equipment		
Risks	Causing Factors	Normal Operations
Injury	Being hit by equipment	Participants to be careful with equipment.
	Carpet Burn. Falling over, or colliding with other participants	Participants to be mindful of each other and when running around.

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control or misbehavior	Adequate adult supervision & manage group order

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Stream Science

Risk Level: Low

Minimum Adults Needed: 1 competent adult

Location: Blue Room and the Stream

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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Drowning	Stream floods due to excessive rain	Activity halted or cancelled if rain is excessive.
Injury	Stones or rocks causing tripping	Adequate footwear must be worn

People		
Risks	Causing Factors	Normal Operations
Drowning or injury	Wandering out of sight while in the stream area.	Participants instructed to not leave group without permission.
	Stones or rocks causing tripping	Appropriate footwear must be worn.
	Loss of group control or misbehavior	Competent adult supervision and group management.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

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 Large Groups:

- ⇒ The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participants 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 regard 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 activities and equipment.
- ◆ 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.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Broken or damaged equipment.	Ensure equipment is set up correctly and undergoes regular maintenance checks by staff.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Slipping or tripping	Instruct participants to be careful when moving between stations. Appropriate footwear to be worn.

People		
Risks	Causing Factors	Normal Operations
Injury	Participant hit by someone or something while completing stations.	Competent adult supervision and instruction at each station.
	Loss of group control or misbehavior.	Competent adult supervision and group management.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/11/21 (EP)

Trivia

Risk Level: Low

Minimum Adults Needed: 3 competent adults

Location: Dining Room

Supervisors: Competent Adults

Important Information for Supervisors of Large 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 regard 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 activities and equipment.
- ◆ 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.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)



RAMS

Risk Analysis & Management Systems

Reviewed 01/12/21 (EP)

Trolley Carts

Risk Level: Moderate

Minimum Adults Needed: 1 competent adult

Location: On Driveway next to garage, and on the field's bank

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

- ⇒ The participant 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 regard 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 activities and equipment.
- ◆ 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.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Falling off Cart	Carts to be built properly and helmets worn when riding.
	Being hit by a cart or car	Ensure bank and field are clear before allowing carts to go. Halt activity if car is using the driveway.

Equipment		
Risks	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and repairs by staff.
	Equipment misused	Only use equipment as instructed.

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

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Waterhole

Risk Level: High

Minimum Adults Needed: 3 competent adults

Location: Waterhole

Supervisors: Competent Adults

Important Information for Supervisors of Activity Groups:

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- ⇒ 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 regard 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!

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

- ◆ 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 activities and equipment.
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Equipment		
Risks	Causing Factors	Normal Operations
Drowning or Injury	Rope Swing or Slide not fit for use.	Equipment regularly undergoes maintenance by staff.
	Life jacket not fitted correctly or not fit for use	Ensure life jackets properly fitted and life jackets regularly undergo maintenance checks by staff.
Environment		
Risks	Causing Factors	Normal Operations
Drowning	Excessive rain	Activity halted or cancelled if rain is excessive
Injury	Dam break or participant goes over dam	Boundaries explained and dam undergoes regular maintenance by staff.
	Branches or debris falling into waterhole	Banks, waterhole and landing areas cleared and checked regularly by staff.
	Low water levels	Activity cancelled if water levels are too low.
Illness	Extreme cold or heat	Weather appropriate clothing to be worn. Participants to be exposed to temperature before entering.
People		
Risks	Causing Factors	Normal Operations
Drowning or injury	Collision due to slide and swing being used simultaneously.	Slide and swing to not be used at the same time. Competent adult supervision at both stations.
	Participant not wearing lifejacket	Participants given full safety instructions. If they are not confident swimmers they must wear lifejacket.
	Loss of group control or misbehavior	Competent adult supervision and group management.

Wipeout

Risk Level: Moderate

Minimum Adults Needed: 10 competent adults

Location: Field

Supervisors: Instructor & Competent Adults

Important Information for Supervisors of Large Groups:

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Equipment		
Risks	Causing Factors	Normal Operations
Injury	Tripping over parachute, pools, swiss balls, saw horses	Participants told be careful when entering and exiting.

Environment		
Risks	Causing Factors	Normal Operations
Injury	Cars coming down driveway.	Adults trained to halt activity and allow vehicle to pass whilst children are clear of the road.

People		
Risks	Causing Factors	Normal Operations
Injury	Loss of group control/ misbehavior.	Competent adult supervision and group management.
	Slipping while running.	Participants told to be careful on course.
	Collision on slide	Participants instructed to go down slide in order of heaviest to lightest.

EMERGENCY PROCEDURES

1. Stop the activity
2. Assess the situation and the group safety as well as your own
3. Administer first aid and seek further treatment if necessary
4. Fill in Accident Report Sheet with your First Aid Officer (See Staff)