

Risk Level: Low

Minimum Adults Needed: 2 competent adults

Location: Bush near the confidence course & campfire

Supervisors: Competent supervisors

Important Information for Supervisors of Activity Groups:

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

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

EMERGENCY PROCEDURES

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

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

Campfire

Risk Level: Moderate

Minimum Adults Needed: 3-4

Location: Campfire area

Supervisors: Competent adult supervisors 18+

Important Information for Supervisors of Activity Groups:

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

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

EMERGENCY PROCEDURES

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

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

Group Games

Risk Level: Low

Minimum Adults Needed: 3-4

Location: Gymnasium

Supervisors: Competent supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety is **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cellphone is off & attention is on the participants at all times.
- Please ensure you are acquainted with the **Activity Instructions** and the **RAMS** form for your activity prior to beginning the session.
- It is expected that your 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 regards to this activity, please speak with One Big Adventure staff immediately.
- Normal precautions for participant safety apply such as:
 - Ensure adequate clothing and footwear are worn especially if outdoors.
 - Maintain group control at all times.
 - Be aware of emergency procedures.
 - Know who your First Aid Officer for the group is and their location.
- Encourage full group participation and have fun together!

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

EMERGENCY PROCEDURES

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

People		
Risk	Causing Factors	Normal Operations
Injury	Participants tripping on equipment, other people or surfaces	Supervisors instruct the participants to be cautious of their surroundings.
	Loss of group control or misbehavior	Competent supervisors to be provided by client group.
Equipment		
Risk	Causing Factors	Normal Operations
Injury	Misuse of equipment	Participants to be careful with each other and the equipment. Adults to supervise the group from any misuse of the equipment.

Risk Level: Low

Minimum Adults Needed: 3 competent adults

Location: Dining Hall

Supervisors: Competent supervisor

Important Information for Supervisors of Activity Groups:

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

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

EMERGENCY PROCEDURES

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

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