RAMS

Risk Analysis & Management Systems

Air Rifles

Risk Level: High
Minimum Adults Needed: 1 Adult Supervisor for every 2 guns
Location: Air Rifle Range
Supervisors: Competent Adult Supervisor/s (18+)

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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 or Death	Hit by pellet	No one is allowed in the target area while shooting is in progress. No one is allowed to touch the air rifles whilst targets are being placed/retrieved. Always point the air rifles away from people including when being loaded. Safety goggles are to be worn whilst shooting. Only competent adults are to load air rifles, and no one is to shoot from outside the safety tunnels.
	Hit by ricocheting pellet	Participants that are operating the air rifles are to be wearing safety goggles to protect their eyes. Participants are instructed to only shoot within the designated firing zone.
	Equipment faults	Equipment and target area regularly undergo maintenance by OBA staff. Participants instructed on proper handling of the air rifles.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control, misbehaviour, or interaction between groups	Competent supervisors to be supplied by client group.
	Failure to follow instructions of use	Ensuring correct training is provided for use of equipment by OBA staff member who is deemed competent by Activities Manager. Ensuring before allowing the client group to use the equipment that they are confident and competent after the initial training.
	Other people wandering into the target area	Ensure 'WAIT' signs are clearly visible around entrance to target area. No participant is to go past the shooting tunnels, instruct waiting participants to be seated on the bench.
	Equipment left un-supervised	Explained to adults during training and on Instruction Sheet to bring gear back to the activities office between sessions.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Death	Trees falling	OBA staff regularly check trees in the vicinity to ensure no rotting or deadwood.
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.

RAMS

Risk Analysis & Management Systems

Archery

Risk Level: Moderate
Minimum Adults Needed: 1 Adult Supervisor
Location: Archery Range
Supervisors: Competent Adult Supervisor (16+)

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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 or death	Hit by arrow	Supervisors are trained on the correct loading process to avoid a miss fire. Supervisor are to clearly explain to participants that no one is allowed in the target area while archery shooting is in progress. Always point the arrows downrange and never towards people/animals. Ensure no arrows are available at shooting platform before supervisor retrieves them from downrange.
	Arm grazed by misuse of bow	Supervisor clearly explains proper use of bow as trained by OBA Instructor.
	Equipment breaking or faulty	Equipment regularly undergoes inspections and maintenance.
People		
Risk	Causing Factors	Normal Operations
Injury or death	Loss of group control / misbehaviour	Competent adult supervision and group management.
	Other people wandering into target area.	Ensure 'WAIT' signs are clearly visible, and participants to be seated behind yellow line.
	Failure to follow instructions	Ensure supervisors are trained by staff for proper use of equipment.
	Gear left unsupervised	Explained to adults during training and on Instruction Sheet to bring gear back to the activities office between sessions.
Environment		
Risk	Causing Factors	Normal Operations
Injury or death	Trees falling	OBA staff regularly checks trees in the vicinity to ensure no rotting or deadwood.
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.

RAMS

Risk Analysis & Management Systems

Bush Stoves

Risk Level: Moderate
Minimum Adults Needed: 2 Adult Supervisors
Location: Campfire Area
Supervisors: Competent Adult Supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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 due to touching the stove, hot equipment, or the fire.	Participants warned of danger of burns and only competent adults to use lighters. Adults supervising fire throughout activity session.
People		
Risk	Causing Factors	Normal Operations
Injury or illness	Loss of group control or misbehaviour.	Competent adult supervision and group management.
	Allergic reaction.	Adults to be aware of any special diets or allergies of the group.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Tripping over uneven ground or tree roots	Participants warned to be careful and advised of the risk of this happening.

RAMS

Risk Analysis & Management Systems

Bush Survival Skills

Risk Level: Low - Moderate
Minimum Adults Needed: 1 Adult Supervisor (bush knowledge is helpful)
Location: Gym Side Room & Bush Skills Location
Supervisors: Competent Adult Supervisor

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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
Drowning, Injury or Death	Participant wandering out of sight while in the stream area.	Participants given full instructions including to not leave the group without permission.
	Loss of group control / misbehaviour.	Competent adult supervision
Environment		
Risk	Causing Factors	Normal Operations
Drowning, Injury or Death	Trees or branches falling on participants.	Track undergoes regular maintenance checks by OBA staff. Warn people of the dangers when making shelters.
	Tripping over branches, roots, trees or rocks.	Adequate footwear to be worn & care to be taken by all participants and supervisors.
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.

RAMS

Risk Analysis & Management Systems

Confidence Course

Risk Level: Moderate
Minimum Adults Needed: 2 Adult Supervisors
Location: Confidence Course
Supervisors: Competent Adult Supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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 or Death	Equipment breaking or in unsatisfactory condition	Equipment regularly undergoes maintenance checks and repairs by OBA staff.
People		
Risk	Causing Factors	Normal Operations
Injury or Death	Loss of group control / misbehaviour / inadequate adult supervision.	Competent supervision to be provided by the client group.
	Participants wandering off to the stream	Competent supervision to be provided by the client group.
Environment		
Risk	Causing Factors	Normal Operations
Injury or Death	Wet weather causing slippery equipment and/or moss build up	Make sure participants walk on the ground if the planks are too slippery.
	Trees or branches breaking/falling	Staff regularly check for fallen branches and surrounding trees for rot
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.

RAMS

Risk Analysis & Management Systems

Human Foosball

Risk Level: Low
Minimum Adults Needed: 1 Adult Supervisor
Location: Human Foosball pitch
Supervisors: Competent Adult Supervisor

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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	Colliding with barriers and poles	Participants to be mindful of surroundings and structure.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehaviour	Competent adult supervision and group management.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Scraping body on the gravel floor base	Supervisor advises the participants of the gravel flooring and to be careful.

RAMS

Risk Analysis & Management Systems

Orienteering

Risk Level: Low
Minimum Adults Needed: 1 Adult Supervisor per team
Location: Camp Wide
Supervisors: Competent Adult Supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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)

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

RAMS

Risk Analysis & Management Systems

Outdoor Cooking

Risk Level: Moderate
Minimum Adults Needed: 2 Adult Supervisors
Location: Outside the gym near the Gaga Pits
Supervisors: Competent Adult Supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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 or Death	Burns due to touching cooker, hot equipment, oil, or fire	Participants warned of burns. Only adult supervisor to use the lighters. Adult supervising throughout the activity session.
	Tripping	Participants warned of platform to access bench and instructed to be careful around the bench space.
	Gas explosion	Gas bottle to be thoroughly and regularly checked by staff. No one to touch the gas bottle apart from staff. Seek assistance from OBA staff if gas bottle requires to be changed or any issues arise.
People		
Risk	Causing Factors	Normal Operations
Injury, Illness or Death	Loss of group control or misbehaviour	Competent adult supervision and group management.
	Allergic reaction	Adults to be aware of any special dietary needs of the group prior to commencing the activity to ensure food isn't consumed by those who can't eat it.

RAMS

Risk Analysis & Management Systems

Poles & Planks

Risk Level: Low - Moderate
Minimum Adults Needed: 1 Adult Supervisor
Location: Poles & Planks Area
Supervisors: Competent Adult Supervisor

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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.
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- 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.
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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	Equipment breaking or unsafe	Equipment regularly undergoes maintenance checks and is repaired or replaced by staff. Report any damaged items to OBA staff.
People		
Risk	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 the instructions	Explain very clearly the importance of following instructions. If the group do not seem to be listening, do not do the 'Trust Fall' activity.
Environment		
Risk	Causing Factors	Normal Operations
Injury & Death	Wet weather causing slippery hazards	Use towel to dry wood if it has been raining. Call off the activity if the weather is too wet.
	Natural stream flooding	Activity called off in extreme weather or flooding. This activity moves to an indoor activity.

RAMS

Risk Analysis & Management Systems

Raft Building

Risk Level: High
Minimum Adults Needed: 2 Adult Supervisors
Location: Waterhole
Supervisors: Competent Adult Supervisors (must be competent swimmers)

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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
Drowning or Injury	Raft fails	Adult supervisor(s) ready to assist with building and testing raft if needed.
	Life Jacket not fitted correctly or not fit for use	Ensure lifejackets are properly fitted. Life jackets regularly undergo maintenance checks by staff.
	Rope entanglement	Adult supervisor(s) constantly keeping observations of participants whilst in the water. If a child falls off into the water, making sure they return to the surface and are not caught or entangled in any equipment. Provide appropriate response if necessary.
	Not enough equipment / too much equipment	We may only run one of the following at the same time: Kayaking, Raft Building, and Waterhole as they all use the same equipment / location.
People		
Risk	Causing Factors	Normal Operations
Drowning or Injury	Loss of group control / Misbehaviour	Competent adult supervision and group control.
	Child panics or cannot swim	All children are warned of the dangers and are told to not enter the water if they struggle with swimming.
	Participants not wearing life jacket	Participants are given full safety instructions and always told to wear a life jacket when on the raft or in the water.
	Participant caught underneath raft or tangled in rope	Adult supervisor(s) constantly keeping observations of participants whilst in the water. If a child falls off into the water, making sure they return to the surface and are not caught or entangled in any equipment. Provide appropriate response if necessary.
	Inadequate supervision	It is recommended that a suitably qualified person supervises the use of the waterhole.
Environment		
Risk	Causing Factors	Normal Operations
Drowning or Injury	Excessive rain or flooding	Activity halted or cancelled if rain is excessive.
	Branches falling into the stream	Staff to keep banks and stream clear of branches and dying trees.
	Dam breaks or participants fall over the edge	Dam undergoes regular maintenance by staff. Instruct participants to stay clear of the edge.
	Falling while dismounting the raft	All participants warned of concrete edging and to be cautions as they dismount the raft.
	E. coli within the stream.	Group made aware of this potential risk and to take appropriate hygienic measures after being in the stream (i.e. washing hands or showering etc).

RAMS

Risk Analysis & Management Systems

River Games

Risk Level: Moderate
Minimum Adults Needed: 1 Adult Supervisor
Location: Stream by Poles & Planks
Supervisors: Competent Adult Supervisor

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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
Drowning or Injury	Participant wandering out of sight while in the stream area	Participants instructed to not leave the group without permission.
	Loss of group control / Misbehaviour	Competent adult supervision and group management.
	Distraction from other nearby activities	Adults of each activity to ensure that their participants aren't distracting other nearby activities.
Environment		
Risk	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.
	E. coli within the stream.	Group made aware of this potential risk and to take appropriate hygienic measures after being in the stream (i.e. washing hands or showering etc).

RAMS

Risk Analysis & Management Systems

Rope Maze

Risk Level: Low
Minimum Adults Needed: 1 Adult Supervisor
Location: Rope Maze Area
Supervisors: Competent Adult Supervisor

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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	Falling over the ropes causing burns	Participants to be careful of equipment and ropes.
People		
Risk	Causing Factors	Normal Operations
Injury	Colliding with other participants or objects	Instructed to be careful especially when wearing blindfolds. Adults to be watchful to prevent collisions.
	Loss of group control / Misbehaviour	Competent adult supervision and group management.
Environment		
Risk	Causing Factors	Normal Operations
Drowning	Participant(s) wandering off to the waterhole area.	Participants advised not to wander off and to remain with the group.

RAMS

Risk Analysis & Management Systems

Slip'N Slide

Risk Level: Moderate
Minimum Adults Needed: 2 Adult Supervisors
Location: Bank on field near the exit gate
Supervisors: Competent Adult Supervisors

Important Information for Supervisors of Activity Groups:

- The participants and their safety are **your** responsibility for the entire duration of the session. Do not allow any participant to leave the group without your permission.
- Please ensure your cell phone 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).
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Equipment		
Risk	Causing Factors	Normal Operations
Injury	Getting caught on slide or sliding over raised pegs	Participants instructed to slide in the middle of the slide, by themselves and in a seated position or on their stomach.
	Slipping over whilst running	Participants told to be careful and sensible around the slide area, particularly when they are running on approach to go down the slide.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control or misbehaviour	Competent adult supervision and group management.
	Canvas or grass burn	Participants and the slide are to be saturated before sliding.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Cars coming down the driveway	Adult supervisors to be aware of any through traffic, maintain group control at the top of the slide (keeping driveway clear) and stopping the activity to allow traffic to pass if required.

RAMS

Risk Analysis & Management Systems

Stream Science

Risk Level: Low
Minimum Adults Needed: 1 Adult Supervisor
Location: Gym Side Room and Stream
Supervisors: Competent Adult Supervisor

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 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.
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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
Drowning or Injury	Wandering out of sight while in the stream area	Participants instructed not to leave the group without permission.
	Loss of group control or misbehaviour	Competent adult supervision and group management.
Environment		
Risk	Causing Factors	Normal Operations
Drowning or Injury	Stream floods due to excessive rain	Activity to be halted or cancelled if rain is excessive.
	Stones or rocks causing tripping	Appropriate footwear must be worn.
	E. coli within the stream.	Group made aware of this potential risk and to take appropriate hygienic measures after being in the stream (i.e. washing hands or showering etc).

RAMS

Risk Analysis & Management Systems

Trolley Carts

Risk Level: Moderate
Minimum Adults Needed: 1 Adult Supervisor
Location: Next to driveway, and on the field bank
Supervisors: Competent Adult Supervisor

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 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.
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5. Fill in Accident Report Sheet with your First Aid Officer (See Staff)

Equipment		
Risk	Causing Factors	Normal Operations
Injury	Equipment breaking or unsafe	Equipment undergoes regular maintenance checks and repairs by staff.
	Equipment misused	Only use equipment as instructed.
People		
Risk	Causing Factors	Normal Operations
Injury	Loss of group control / Misbehaviour	Competent adult supervision and group management.
	Using arms and / or legs to stop the cart	Participants advised to keep their arms and legs in the proper positions and to not put them on the ground to try and stop or slow down the cart whilst it's moving.
Environment		
Risk	Causing Factors	Normal Operations
Injury	Falling off cart	Carts to be built properly and helmets to be worn whilst riding.
	Being hit by a cart or car	Ensure bank and field are clear before allowing carts to go. Halt activity if a car is driving through the driveway.
	Logs next to metal driveway	Adults and Participants advised about the danger of going to close to the logs.

RAMS

Risk Analysis & Management Systems

Waterhole

Risk Level: High
Minimum Adults Needed: 3 Adult Supervisors (more if running rope swing or waterslide)
Location: Waterhole
Supervisors: Competent Adult Supervisors (18+)

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.
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EMERGENCY PROCEDURES

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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
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Equipment		
Risk	Causing Factors	Normal Operations
Drowning or Injury	Rope swing, slide, entry ladders not fit for use	Equipment regularly undergoes maintenance by OBA staff.
	Life jackets not fit for use	Equipment regularly undergoes maintenance by OBA staff.
	Participants being hit by other equipment such as sports equipment or other gear	Supervisor to give clear instructions about proper use of equipment as trained by OBA staff.
	Dam breaks	Supervisors to clearly explain boundaries to participants.
	Not enough equipment / too much equipment	We may only run one of the following at the same time: Kayaking, Raft Building, and Waterhole as they all use the same equipment / location.
People		
Risk	Causing Factors	Normal Operations
Drowning, Injury or Illness	Participants fall over the dam	Supervisors to clearly explain boundaries to participants.
	Collision from participants using swing and slide simultaneously	Slide and swing not to be used at the same time.
	Participants not utilising life jackets for water safety	Participants given safety options for use in the waterhole. Supervisors to be aware of varying levels of swimming within participants. If the swimmers are not confident ensure they wear life jackets.
	Loss of group control or misbehaviour	Competent adult supervisors to be provided by the group. Correct ratio adhered to.
	Inadequate supervision	Recommend a suitably qualified person supervises the use of the waterhole.
Environment		
Risk	Causing Factors	Normal Operations
Drowning, Injury or Illness	Excessive rain	Activity is halted or cancelled by supervisors or OBA staff.
	Branches or debris falling or already in the waterhole	Stream edge, landing areas and waterhole regularly undergoes maintenance by staff.
	Low water levels	Supervisors to give clear instructions about no diving, bombing etc. if water level is too low. Participants are asked to take caution as necessary when entering the waterhole.
	Extreme weather thresholds (cold or heat)	Weather appropriate clothing to be worn by participants. Supervisors to be mindful of temperatures and to act accordingly.
	Dam breaks or participants fall over the edge	Dam undergoes regular maintenance by staff. Instruct participants to stay clear of the edge.
	E. coli within the stream.	Group made aware of this potential risk and to take appropriate hygienic measures after being in the stream (i.e. washing hands or showering etc).