



# Adventure Activity Flying Fox (Camp Waipa) - Risk Analysis Management

Risk Analysis		Management				
Hazard	Risk severity (Initial)	Control (Eliminate/ Minimise)	Action	Risk severity (residual)	SOP	Accepted
People: Poor supervision	15	M	Schools are encouraged to hire a CYC instructor if at all unsure of supervision, they can provide All supervisors signed off and checked during use for first hour of each new supervisor Supervisors to demonstrate thoroughly that they have understood instructions and can run activity safely Use a sign for communication Any trainee supervisors that are seen to be operating outside of SOPs or do not seem fit to run activity will not be signed of by CYC Instructor	5	2 supervisors 18 years or older, per 15 participants All activity supervisors to be trained by a CYC Instructor Have extra supervision for participants that are waiting when required to safely run the activity Communicate with other supervisor using clear hand signals and visual clarification. Two arms up in a Y shape with thumbs up as a go visual and arms across chest in X shape as a no visual.	Yes
People: Falling from height	12	M	Participants harnessed in and managed via Operations Plan for Flying Fox	4	Must put feet in water to slow down. No loose fitted clothing or loose jewellery, long hair must be tied back. Activity Supervisors for Take-off end and Dismount End to go through the Check Procedure Activity supervisor to take pulley off at other end and participant to walk pulley back with harness on	Yes
People: Misplacement of hands or body	12	E	To prevent fingers coming close to trolley or falling out of harness, participants must keep arms/hands below their head and feet towards the ground. No flipping upside down in harness.	2	Participants must keep their hands below their heads and feet towards the ground at all times when on the flying fox.	Yes

Reviewed January 2025



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People: Unsuitable persons	12	E	Unsuitable persons are not allowed to go on this activity, these include those over 100kgs, those under a meter high, expectant mother, or those with back/spinal injuries.	4	Only one participant on the flying fox and one participant on the platform at a time Max weight 100kg and minimum height of 1m Expectant mothers or participants with injured backs should not go on flying fox	Yes
People: Poor supervision	12	M	Signed off and checked during use, Use a sign for communication	4	2 supervisors over 18 years or older, per 15 participants Have extra supervision for participants that are waiting when required to safely run the activity Communicate with other supervisor using clear hand signals and visual clarification. Two arms up in a Y shape with thumbs up as a go visual and arms across chest in X shape as a no visual.	Yes
People: Misuse of equipment	10	E	Do not leave gear unattended, and teach correct use of equipment	5	Supervisors must supervise participants at all times and must not leave equipment unattended. All equipment must be fitted and used correctly.	Yes
Environment: Natural Hazard	10	M	Wear hats/sunscreen Use tree shelter from sun Activity to not be operated in severe weather events, excessive rain/wind, or natural disasters CYC Staff to be aware of changing conditions, esp. high winds, and pause/stop the activity when necessary	2	Reapply sunblock regularly on fine days If a Natural Hazard e.g. severe weather event takes place, CYC staff reserve the right to close the activity	Yes

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People: Kayaks and dismount step in the path of flying fox	9	M	Have rope up separating areas Dismount supervisor to ensure dismount step is not in path	3	Make sure line is clear including objects in the water and that there are no obstructions on the steps or at the dismount end Do not go over rope on kayak/PB SOPs	Yes
Equipment: Height of steps at Take off end	8	E	To prevent bottom from hitting steps on way down the line, participants must leave platform from lowest step they can reach.	1	Participants must take off from lowest step that they can reach.	Yes
Environment: Uneven track Slippery surface when wet	9	M	On daily and monthly check list Water blast when slippery, clear when obstacles exist, and fill in muddy spots with astro turf or rounded metal to prevent slipping hazard. Make sure participants are aware of drop from walkway	2	Inform participants of slipperiness of track and drop from walkway	Yes
People: Impairment of Supervisor	6	E	CYC Staff to look out for signs of impairment	3	-	Yes
Equipment: Damage to equipment	6	M	CYC Staff to check prior to putting out gear and note any maintenance or wear and tear Check once a month during Activity monthly checks	1	Keep harnesses and other flying fox equipment clean and place in container, in a dry area, when not in use	Yes
<p><b>Emergency procedures</b></p> <p>Stop activity, assess situation, administer first aid, call emergency services if necessary, notify camp organisers and camp staff, and fill out an incident form when practicable.</p>						
<b>Equipment</b>			<p>15 harnesses, 3 pulleys with back up, 1 safety rope, pole, crates and offload rope</p> <p>Activity SOPs</p> <p>Rescue Equipment available in Gym &amp; Office (but to only be used by CYC Instructors)</p>			

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<b>Competencies for Activity Sign Off</b>	<ul style="list-style-type: none"><li>• Be able to manage a group of participants 2:15</li><li>• Follow the Activity SOPs</li><li>• Looking out for unsafe actions</li><li>• Know where to get help/locate CYC Staff or group organizers</li><li>• Demonstrate correct use of Flying Fox gear- Harnesses, Pulley, Karabiners, Straps</li><li>• Demonstrate correct procedures</li><li>• Read and understand Instructions</li><li>• Observe instructor for 2 participants</li><li>• Be observed by instructor for 3 participants</li></ul>
<b>Final decision on implementing activity</b>	<b>ACCEPTED by CYC Director</b>
<b>Comments</b> Circumstances can change quickly, supervisors need to be diligent in their task, and respond as needed. Any trainee supervisors that are seen to be operating outside of SOPs or do not seem fit to run activity will not be signed of by CYC Instructor. CYC reserve the right to close this activity.	