



Team Building- Risk Analysis and Management

Risk Analysis		Management				
Hazard/Harm	Risk severity (Initial)	Control (Eliminate/ Minimise)	Action	Risk severity (residual)	SOP	Accepted
People: Incorrect use	12	M	Inform Activity Supervisors and make sure they have read and understood SOPs for each challenge	4	<p>Have clear communication.</p> <p>Wall: Supervisor to demonstrate correct spotting technique The participants must be made aware of good spotting techniques and body posture for supporting others as they do this activity- arms up, front foot forward and ready to brace shoulders No one is to jump down from the top of the wall but all must use the platform and ramp at the back. Those that manage to get to the top make sure they are not extending themselves excessively so as to fall on those still trying to get up.</p> <p>Spider web: Use the team to lift and support the participants on both sides of the web. Make sure the participants are not dropped. Emphasize the importance of entire team participation.</p> <p>Acid River: Spot the swinger. Do not allow sitting on shoulders. One at a time. Rocks or sticks should not be thrown to obtain the rope. Alert participants that, as with any element in which one's weight is supported by a rope, the potential for shoulder injury exists. Do not wrap rope around hands. Check stream for rocks and sticks before starting activity. Wear shoes</p> <p>Trust Fall: Make sure that spotters are ready for fallers before they fall by establishing clear communication Use correct spotting techniques</p> <p>Log: Be careful when dismounting the log and beware of height difference from the ground. The group needs to be aware of all participants and be supporting each other to prevent injuries from falling off the log</p> <p>All Aboard: The group needs to be aware of all participants and be supporting each other. At the end of the activity be careful when dismounting the platform that those who are being supported by individuals or the group don't suddenly find themselves unsupported and fall.</p> <p>Seesaw: Be careful while balancing, there is a drop. Along the hinge there is the ability to get a limb caught, do not allow participants to walk past the centre point/hinge (must get off</p>	Yes



Team Building- Risk Analysis and Management

					and walk around to the other side. Don't allow participants to be underneath the log at any point, or in any way shape or form. The Cage: Sticks are not to be used as weapons, only as tools to get the ball out of the cage. Sticks are not to be pushed through all the way to the other side of the cage, as this could result in a team member getting injured. Do not climb the cage.	
People: Poor supervision	12	M	Signed off and checked during use	4	-	Yes
People: Misuse of equipment	10	E	Supervised activity	5	1 Activity Supervisor per 12 participants	Yes
People: Impairment of Supervisor	6	E	CYC Staff to look out for signs of impairment	3	-	Yes
Environment: Uneven track	6	M	On monthly check list	2	-	Yes
Condition: Extreme weather	4	M	Make use of shelter Wear hats/sunscreen CYC Staff to be aware of changing conditions	2	-	Yes
Equipment: Damage to equipment	3	M	CYC Staff to check monthly	1	Inform CYC Host of any malfunctioning equipment	Yes
<p>Emergency procedures</p> <p>Stop activity, assess situation, administer first aid, call emergency services if necessary, notify camp organisers and camp staff</p>						
Equipment			Activity SOPs			



Team Building- Risk Analysis and Management

Competencies for Activity Sign Off	<ul style="list-style-type: none">• Be able to manage a group of participants (1:12)• Follow the Activity Instructions• Actively supervising the participants• Looking out for unsafe actions• Know where to get help/locate CYC Staff or group organizers• Technical information• Demonstrates safe spotting technique (hands up, one foot forward, ready to brace shoulders).• Demonstrates a safe trust fall sequence (placement and position of catchers, faller's body position, calls)
Final decision on implementing activity	ACCEPTED by CYC Director
Comments Circumstances can change quickly, supervisors need to be diligent in their task, and respond as needed.	