

Risk Analysis and Management for _____ Date of Use _____

| Description of activity: | | | | |
|---|-----------------------------------|---|---|------------------------------------|
| Risk Analysis | | Management | | |
| <i>Hazard/Harm</i> (People/Environment/Condition/ Equipment) | <i>Risk severity</i> (Initial) | <i>Control</i> (Eliminate/ Minimise) | <i>Action</i> (How will you eliminate or minimise this risk) | <i>Risk severity</i> (residual) |
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Reviewed January 2021

Emergency procedures

Stop activity, assess situation, administer first aid, call emergency services if necessary, notify camp organisers and camp staff

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|--|--|
| Equipment needed | |
| Competencies for person supervising | |
| Final decision on implementing activity | ACCEPTED by _____ Position _____ Date _____ |
| Comments | |

Risk Severity Matrix

Use this matrix when assessing the risk

| Likelihood | Insignificant | Minor | Medium | Major | Life Changing |
|-------------------|----------------------|--------------|---------------|--------------|----------------------|
| Rare | 1 | 2 | 3 | 4 | 5 |
| Unlikely | 2 | 4 | 6 | 8 | 10 |
| Possible | 3 | 6 | 9 | 12 | 15 |
| Likely | 4 | 8 | 12 | 16 | 20 |
| Almost Certain | 5 | 10 | 15 | 20 | 25 |

| Outcome | | Likelihood | |
|----------------|---|-------------------|---------------------------|
| Insignificant | Short term impact | Rare | Less than once in 5 years |
| Minor | Treated by First Aid | Unlikely | Once 2-5 years |
| Medium | First Aid and may require further medical treatment | Possible | Once every 2 years |
| Major | Evacuation and medical treatment required as soon as possible | Likely | More than 1 a year |
| Life Changing | Serious injury/ illness or fatality | Almost Certain | Once a month |

Assessment Outcome

- Low (1-3)**
Controls may not be needed
Accept risk
- Medium (4-6)**
Proceed with caution, consider controls
- High 8-12**
Controls needed to reduce risk
- Extreme 15-25**
Do not accept risk