



**Blackwood Special Schools  
Outdoor Education Centre Inc.**

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 Australian Business No:- 72 406 523 558



**RISK ANALYSIS & MANAGEMENT SYSTEM**

NAME:- Tony Bellette

DATE:- 6<sup>th</sup> February 2012

ACTIVITY/SITUATION:-

**Frisbee Golf**

STAFF : STUDENT RATIO:- **1 : 10** – 2 Visiting Staff accompany Activity **AT ALL TIMES**

ANALYSIS		DESCRIPTION		
<b>RISKS</b> Accident, Injury other forms loss	1. Students running around the Forest Environment 2. Students running around the Imagination Trail or Orienteering Hill Sites 3. Students damaging the Natural Environment (Flora And/or Fauna) while participating in the Activities 4. Students falling into a Mine Shaft or Mining Location while participating in the Activities 5. Students climbing through fences or tress to retrieve mis-thrown Frisbees			
	<b>CASUAL FACTORS</b> Hazards, perils, dangers	<b>People</b> Student with Special Needs Poor Group Control Poor Communication To many participants	<b>Equipment</b> Equipment unsafe Equipment broken Equipment lost in the bush Golf Holes broken	<b>Environment</b> Bush Environment Outdoors Sealed track Bush Tracks
<b>MANAGEMENT STRATEGIES</b>	Normal Operation	Staff skilled at communication Staff skilled at group control Give full instructions Staff able to demonstrate correct Frisbee use Full Supervision Define boundaries Highlight correct use of the Equipment <b>Allow challenge by choice.</b>	Check selected area prior to use Ensure the area is safe to enter Check for over hanging trees Ensure the course is ready Tie back long hair Remove jewellery, watches	Ensure selected course is appropriate for the ability of the students Ensure students access the Activity safely Check past & current weather conditions Be prepared for a change in the weather
		<b>RISK</b> Emergency	Have first aid kit on site Instructor qualified in first aid Instructor skilled at group skills & communication to handle emergency BSSOEC has prepared an emergency plan for injuries/accidents Follow Emergency Response Plan	

ANALYSIS	DESCRIPTION
<b>RELEVANT INDUSTRY STANDARDS APPLICABLE</b>	Staff experienced in supervising groups in outdoor recreation activities Visiting Staff to fully supervise Activities at all times Students allocated times when they can access the Activities Monitor the welfare of students Group Leaders to report any incidents Staff to ensure students adhere to all the Safety Rules & Guidelines Students should remove jewellery & tie back their hair prior to participation Instructors should explain group goals & dangers Implement 'Challenge by Choice' Contract
<b>POLICIES &amp; GUIDELINES RECOMMENDED</b>	Full supervision required at all times Students are not to:- Run Students to participate in small groups Ensure students do not recklessly damage the Natural Environment Ensure students do not climb through any fences without staff supervision Students do not enter mine shafts, old cars or climb trees Any damage to equipment <b>MUST BE</b> reported to BSSOEC Staff Carry First Aid Kit & Emergency Management Plans on file
<b>SKILLS REQUIRED BY STAFF</b>	Instructors first aid qualified Instructors able to set up and dismantle Activity Instructors able to safely prepare the Activity for participation Instructors trained in group dynamics and communication skills Instructors trained in education Instructors know, comprehend & confidently implement the following Project Adventure Concepts:- <b>The Full Value Contract, and</b> <b>Challenge by Choice</b>
<b>FINAL DECISION ON CONDUCTING ACTIVITY</b>	<p style="text-align: center;"><u>Choose One</u></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p><b>ACCEPT</b></p> </div> <div style="text-align: center;"> <p><b>REJECT</b></p> </div> </div> <p style="text-align: center;"><b>Safe and challenging activity with precautions listed above</b></p>