

Risk Assessment

Date Last Updated: 11/07/2022

Activity: Raft Making

Activity Aspect	Hazard	Risk	Likelihood	Risk Level	Rating	Control measures
Setting up/packing up the activity	Broken equipment	Injuring the instructor	Rare	Minor	Low	All equipment is regularly maintained and is checked every month. Anything broken is taken out of use until it is fixed.
	Equipment on the ground	Tripping over	Rare	Minor	Low	Instructors are to take care at the river when setting up. Set equipment up in an orderly way to lower the chance of someone tripping over it.
	Water	Drowning	Rare	Catastrophic	High	There is no need for an instructor to be in the water. Stay out of the water while setting up. If the instructor does need to go in the water then they must have a lifejacket on.
	Heavy equipment	Strains	Unlikely	Moderate	Moderate	Safe lifting techniques need to be used when lifting any heavy equipment.
	Sharp objects left at the river	Cutting people	Unlikely	Moderate	Moderate	Shoes are to be kept on at all times, even in the water.
	Sandbags	Slipping over	Possible	Minor	Moderate	Do not step onto the sandbags during set up! If you have to, take extreme care to not move your weight to quickly.

Risk Assessment

Introduction/Debris	Water	Drowning	Rare	Catastrophic	High	No one is allowed in the water unless they have a life jacket on that has been checked by a qualified instructor. No one is allowed out any further then where they can touch the ground.	Equipment on the ground	Tripping over	Rare	Minor	Low	Give instruction no to run when at the activity and warn the participants of trip hazards.	Instructors are given information on participants that have special requirements. Instructors are to ask the group leaders about any special requirements before each session to be able to adapt the session if required.	Mis-behaving participants	Injuring themselves or others	Unlikely	Minor	Low	Instructors are to ask the group leaders about any special requirements before each session to be able to adapt the session if required.	Sharp objects left at the river	Cutting people	Unlikely	Moderate	Moderate	Shoes are to be kept on at all times, even in the water.
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Risk Assessment

	Sandbags	Slipping over	Possible	Minor	Moderate	Care is to be taken when going on the sandbags. Participants must have lifejackets on that are checked by a qualified instructor and should avoid the sandbags as much as possible. If they have to go on the sandbags, care should be taken not to move too quickly on them.
	Broken equipment	Injuring self and others	Rare	Minor	Low	All equipment is regularly maintained and is checked every month. Anything broken is taken out of use until it is fixed.
Running the activity	Water	Drowning	Rare	Catastrophic	High	No one is allowed in the water unless they have a life jacket on that has been checked by a qualified instructor. No one is allowed out any further then where they can touch the ground.
	Equipment on the ground	Tripping over	Rare	Minor	Low	Give instruction no to run when at the activity and warn the participants of trip hazards.
	Sharp objects left at the river	Cutting people	Unlikely	Moderate	Moderate	Shoes are to be kept on at all times, even in the water.

Risk Assessment

<p>Care is to be taken when going on the sandbags. Participants must have lifejackets on that are checked by a qualified instructor and should avoid the sandbags as much as possible. If they have to go on the sand bags, care should be taken not to move too quickly on them.</p>	<p>Moderate</p>	<p>Minor</p>	<p>Possible</p>	<p>Slipping over</p>	<p>Sandbags</p>	
<p>All equipment is regularly maintained and is checked every month. Anything broken is taken out of use until it is fixed.</p>	<p>Low</p>	<p>Minor</p>	<p>Rare</p>	<p>Injuring self and others</p>	<p>Broken equipment</p>	
<p>Instructors are given information on participants that have special requirements. Instructors are to ask the group leaders about any special requirements before each session to be able to adapt the session if required.</p>	<p>Low</p>	<p>Minor</p>	<p>Unlikely</p>	<p>Injuring themselves or others</p>	<p>Mis-behaving participants</p>	

Risk Assessment

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Environmental	Snakes	Biting participants and instructors	Rare	Catastrophic	High	<p>The raft making area is to be checked for snakes before anyone is allowed down to the river.</p> <p>The area is to be checked before each session as well to make sure that no snakes are present. The activity cannot commence until the snake is removed from the area.</p> <p>Instructors are to be watchful during the session as well.</p>
	Storms	Lightning hitting someone	Rare	Catastrophic	High	The weather is checked at the start of every session. If there is a chance that a thunderstorm is going to hit, the activity is cancelled, and alternative activities are provided inside.
		Hypothermia	Rare	Major	High	Participants are advised to wear warm clothing in cold weather and participants will not be allowed to join in if they have extremely inappropriate clothing on. For example, wearing shorts and a t-shirt in stormy weather.

Risk Assessment

Other						
Broken equipment	Injuring self and others	Possible	Minor	Moderate	Take care when performing maintenance on broken equipment. Only perform maintenance if you have been trained to do so or you are under supervision of someone who is.	
Maintenance	Injuring self or others	Rare	Moderate	Moderate	Instructors are only allowed to use power tools if they are trained to do so or if they are being supervised by someone who is.	
Extreme heat	Hyperthermia	Unlikely	Major	High	In extreme heat, a marquee is to be taken down the river and set up for shade. Water is to be provided with a watercooler, and activities should be adjusted to accommodate extreme weather.	


Risk Assessment

Risk Matrix

Risk assessment matrix template as specified by the Australian Adventure Activity Standards Core Good Practice Guide v1.0 which was updated in 2019.

The level of risk matrix combines the scales for likelihood and consequence to produce a qualitative description of the level of risk. An example of the level of risk descriptors are low, moderate, high and extreme. There is a direct relationship between the increased likelihood of something occurring, the worse the consequences are and the higher the level of risk.

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	High	High	Extreme	Extreme	Extreme
Likely	Moderate	High	High	Extreme	Extreme
Possible	Low	Moderate	High	Extreme	Extreme
Unlikely	Low	Low	Moderate	High	Extreme
Rare	Low	Low	Moderate	High	High

Assessor		AOC Trainer	
Name	Timothy Baldwin	Name	Timothy Baldwin
Date	12/07/2022	Date	12/07/2022
Sign		Sign	