

# Risk Assessment for Bush Walking



## Reviews

Completed By	Revision Date	Approved By	Approval Date
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Risk level	Action required/approval
<b>Medium</b> Little chance of injury or incident	<input checked="" type="checkbox"/> Manage through regular planning processes

### Minimum Supervision

Minimum 1 x Activity Instructor is to be present  
Minimum 1 x group teachers/supervisors are present to assist with student behaviours  
Apex Ratio: 1:25

### Age Recommendations

Bush Walking is recommended for participants 8 years old or grade 4 and higher.

### Qualifications

Apex staff and contractors hold at a minimum, one of the following qualifications /skills sets or other recognised skill sets/qualifications from another jurisdiction, along with mandatory First Aid/CPR and QLD Blue Card, working with children check.

- Certificate III or IV Outdoor Recreation specialising in Bush Walking
- Demonstrate bushwalking skills in a controlled environment SISOBWG201A
- Apex Camps Internal Training, consisting of the below
  - Reading and understanding SOP's, RA & ALP
  - Induction to activity session
  - Shadow of activity session

Through the use of well maintained equipment, training and accredited staff and sound operating procedures and policies Apex Camps control the "real risks" associated with this activity

### Visiting Group Teacher Requirements

At least one visiting group leader is to be a tail walker ensuring all participants stay between the instructor and visiting group leader.

In assessing the level of risk, considerations such as the likelihood of an incident happening in combination with the seriousness of a consequence are used to gauge the overall risk level for an activity. The matrix below has been used as a guide to assist with developing the risk assessment:

Likelihood	Consequence				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
5 Almost Certain	Medium	Medium	High	Extreme	Extreme
4 Likely	Low	Medium	High	High	Extreme
3 Possible	Low	Medium	High	High	High
2 Unlikely	Low	Low	Medium	Medium	High
1 Rare	Low	Low	Low	Low	Medium

Risk Level	
<b>Low</b>	Little chance of incident or serious injury.
<b>Medium</b>	Some chance of an incident and injury requiring first aid.
<b>High</b>	Likely chance of a serious incident and injury requiring medical treatment.
<b>Extreme</b>	High chance of a serious incident resulting in highly debilitating injury.

## Minimum Equipment/Facilities

First aid kit suitable for activity

Communication system

Effective communication equipment is carried by the facilitator at all times.

Teachers /supervisors are responsible for carrying medication required and or health related items for all participants. The following communication equipment should be appropriate for the activity and area of operations.

- Mobile phone
- UHF Radio

Sun Safety equipment (hat, sunglasses, sunscreen, shirt etc)

Appropriate clothing and footwear (no singlets, skirts, short shorts, thongs, crocs etc)

Leader will inspect the area and ensure its soundness before commencing the activity

Emergency management plan

Drinking water (students should not share drinking containers)

Vehicular access to within a reasonable distance of the activity in case of emergency

Insect repellent

<b>Hazards/Risks</b>	<b>Control Measures</b>
<p><b>Biological material</b></p> <ul style="list-style-type: none"> <li>• Bodily fluids (e.g. blood, sweat, saliva)</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions and Infection Control Guidelines. Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious.</li> <li>• Have sufficient and suitable containment material (bandages, etc) available.</li> <li>• Ensure that personal items are not shared.</li> </ul>
<p><b>Animal bites/ diseases</b></p> <ul style="list-style-type: none"> <li>• Insects</li> <li>• Dangerous/ poisonous organisms</li> </ul>	<ul style="list-style-type: none"> <li>• Brief participants on awareness of animals such as snakes on path whilst walking on activity.</li> <li>• Brief participants on awareness of potential mosquitos and other insects.</li> <li>• Brief participants of potential mammals the group may encounter such as kangaroos.</li> </ul>
<p><b>Environmental conditions</b></p> <ul style="list-style-type: none"> <li>• Weather</li> <li>• Surfaces</li> <li>• Surrounds</li> <li>• Temperatures</li> <li>• Isolation</li> <li>• Plants</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure all start times are recorded and that all students report to the finish.</li> <li>• Ensure students bring appropriate clothing.</li> <li>• Brief students on what to do if they become injured.</li> <li>• Assess weather conditions before and during activity (e.g. temperature, storms).</li> <li>• Check and assess surrounds for loose items, debris and hazards and suitability of participants.</li> <li>• Consider hazards associated with types of fencing material, gates and other infrastructure.</li> <li>• Brief participant about the awareness of sticks on the path.</li> </ul>
<p><b>Physical exertion</b></p> <ul style="list-style-type: none"> <li>• Strains and sprains</li> <li>• Cramps</li> <li>• Exhaustion and fatigue</li> <li>• Sun burn</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the suitability and competency of students participating in the activity.</li> <li>• Constantly monitor students for fatigue and exhaustion.</li> <li>• Participants must carry a water bottle.</li> <li>• Participants must wear hats.</li> <li>• Brief participants on the importance of sunscreen.</li> </ul>

Hazards/Risks	Control Measures
<p><b>Students</b></p> <ul style="list-style-type: none"> <li>• Special needs</li> <li>• High risk behaviours</li> <li>• Medical conditions</li> <li>• Student numbers</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain parental permission including relevant medical information.</li> <li>• When students with medical conditions are involved, ensure that relevant medical/ emergency plans and medications are readily available (insulin, Ventolin, Epipen, etc).</li> <li>• Refer to individual education plan/Educational adjustment plan/Behaviour management plan and other student documents.</li> <li>• Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers.</li> <li>• Ensure there is adequate adult supervision.</li> <li>• Include instructions to participants including:</li> <li>• Perform a headcount and regular intervals to ensure group is staying together.</li> <li><input type="checkbox"/> Predetermined safety bearings</li> <li><input type="checkbox"/> The need for students to proceed to a major feature if lost.</li> </ul>

<p><b>Emergency Procedures</b></p> <ol style="list-style-type: none"> <li>1.Effect Rescue as required.</li> <li>2.Conduct First Aid as required.</li> <li>3.Contact Emergency Services via mobile phone, radio.</li> <li>4.Depending on injury: Stabilise patient and await ambulance or remove patient to appropriate site to recover.</li> <li>5.In the event of serious injury, suspend activity until incident can be investigated</li> </ol>	<p><b>Teacher/group leader responsibilities</b></p> <ul style="list-style-type: none"> <li>• Inform &amp; liaise with Activity Staff regarding any potential issues with group Listen to activity briefings and assist Staff in procedural aspects of session as required, such as helping students to belay under supervision of Activity Staff</li> <li>• Monitor &amp; take charge of behavioural issues if needed and attend to any pre-existing medical conditions</li> </ul>	<p><b>Participant Briefing Instructor should cover:</b></p> <ul style="list-style-type: none"> <li>•Challenge by Choice Philosophy</li> <li>•Session Objectives</li> <li>•OH&amp;S Brief</li> <li>•Safety Brief</li> <li>•Equipment Familiarisation</li> <li>•Skills Demo &amp; Practice</li> </ul>	<p><b>Participant Requirements</b></p> <ul style="list-style-type: none"> <li>•Sunscreen, insect repellent</li> <li>•Medication (if relevant)</li> <li>•Water bottle</li> <li>•Fully enclosed shoes, hat</li> <li>•Minimum of sleeved shirt that covers midriff when arms are raised</li> <li>•Shorts/leggings that preferably cover knees (to prevent grazes)</li> <li>•Hair tied back, jewellery removed</li> </ul>
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