

CYC Forest Edge
Raft Building – Risk Management Plan

School:	Year Level:
Supervising teachers / staff:	Dates:
Program / Excursion:	Location:

For an explanation of risk management terminology and to ensure you understand how the rating / grading system is determined please ensure you have read the **CYC Activity Risk Profile** document.

The **Raft Building** Risk Management Plan contains the specific risks, control measures and grading's for this activity, as well as the grading's of all general risks relevant for all CYC activities. Please refer to the **General Activity Hazards – Risk Management Plan** for a list of general risks and control measures relevant for all CYC activities.

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
Slip – Trip – Fall 1. When getting on / off raft	<ul style="list-style-type: none"> Appropriate footwear must be worn at all times Area to be checked for hazards prior to use Other group members to help stabilize the raft when getting on and off 	Unlikely	Minor	Satisfactory
2. Whilst paddling raft on river	<ul style="list-style-type: none"> Participants should always be sitting down when on the raft Correctly fitted buoyancy vest and helmets must be worn at all times when in the water 	Possible	Minor	Satisfactory
3. Participant slipping / falling when on river bank	<ul style="list-style-type: none"> Hazardous areas of river bank are highlighted (rocks, steep slopes, mud, tree roots) Appropriate footwear to be worn at all times 	Unlikely	Minor	Satisfactory
Entrapment Fingers, limbs etc. being trapped or crushed	<ul style="list-style-type: none"> During the safety briefing participants are warned of the danger of entrapment and instructed to be careful of fingers / limbs 	Unlikely	Minor	Satisfactory
Striking 1. Hit by paddles	<ul style="list-style-type: none"> Ensure all participants are aware of the dangers of wielding paddles in confined spaces Participants are shown how to hold a paddle correctly ie. Always keep one hand on the 'T' grip, this will prevent the handle striking other participants If splashing is allowed, participants are warned to be careful when other rafts are within close range Vigilant supervision by the activity group leader throughout the session Helmets to be worn at all times when on the water 	Possible	Minor	Satisfactory
2. Stone Throwing	<ul style="list-style-type: none"> Throwing of river stones should not be permitted while participants are in the river Vigilant supervision by the activity group leader is required throughout the session 	Unlikely	Minor	Satisfactory
3. Collisions with other water users and other solid objects	<ul style="list-style-type: none"> Boundaries are clearly defined during the briefing Operations of other users on the river should be identified before entering the water Each group is asked to stay within their boundaries and not disrupt other users Participants are asked to not deliberately crash into other water users 	Possible	Insignificant	Satisfactory
Manual Handling Injury from lifting / moving equipment	<ul style="list-style-type: none"> Use sufficient people to share the load when moving individual pieces of equipment (barrels, poles), or when moving entire raft To minimize carrying a constructed raft, the rafts should be built at the waters edge 	Rare	Minor	Satisfactory

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<p>Environmental Hazards Injury caused by contact with; 1. Dangerous organisms</p>	<ul style="list-style-type: none"> Participants are briefed regarding snakes, leeches, fresh water crayfish and other potentially dangerous organisms 	Possible	Minor	Satisfactory
<p>2. Natural features such as; Rocks, dead branches, vegetation, etc.</p>	<ul style="list-style-type: none"> Rocky and other hazardous areas of the river are identified during the activity briefing The Raft Building area is checked regularly by Forest Edge staff and cleared of removable branches, trees and debris 	Unlikely	Moderate	Satisfactory
<p>Environmental Exposure 1. Cold water causing • Hyperthermia, hyperventilation, asthma etc.</p>	<ul style="list-style-type: none"> Check water temperature taking into consideration weather conditions Activity recommended in warmer months only (late November- early April) Activity may be available in early Spring (September, October) or late autumn (late April, May) to participants who provide suitable cold water clothing eg. Wetsuits, thermals, wool jumpers Participants to wear suitable protective clothing if going in the river Leaders are aware of pre-existing medical conditions and management of these conditions eg. Asthma puffers are accessible at Raft Building area Participants are to have warm showers and put dry clothes on at the conclusion of the session 	Unlikely	Moderate	Satisfactory
<p>2. Fast water and high water volume causing; • Injury due to entrapment or contact with natural features due to water pressure and flow • Fear / anxiety and disorientation</p>	<ul style="list-style-type: none"> Check river heights on internet daily when Raft Building is being run on La Trobe River (it is recommend not to run this activity if above 1.2 metres at Willow Grove gauge) Check rainfall at Noojee on internet when Raft Building is being run for possible rising river due to rain in upper catchment 	Rare	Major	Satisfactory
<p>Equipment Failure Faulty or poorly fitted PFDs and helmets resulting in near drowning or injury</p>	<ul style="list-style-type: none"> All participants are to wear a correctly fitted buoyancy vest (PFD) that conforms to the relevant Australian Standard when in/on the water at all times Regular equipment checks are completed and recorded by trained site staff Equipment is used, maintained, stored and replaced in accordance with manufacturer guidelines PFD's and helmets must be checked for correct fitting by water rescue qualified staff before participants enter the water 	Rare	Major	Satisfactory
<p>Structure Failure Raft structure not tied together properly resulting in entrapment or injury</p>	<ul style="list-style-type: none"> Participants are briefed on the correct use of the equipment Only specific Raft Building equipment will be used for the activity (barrels, poles, rope) Adequate supplies of equipment is provided Equipment provided is in good condition If equipment is damaged or unsafe it will be removed from use 	Possible	Minor	Satisfactory
<p>Drowning / near drowning Caused by; • Inability to swim • Overconfidence in own ability to swim • Under School age • Inadequate supervision</p>	<ul style="list-style-type: none"> Raftmaking should only be completed by those that are of appropriate age and ability Correct ratios must be maintained at all times and the activity must be supervised by suitably qualified staff Non-swimmers or weak swimmers who do not wish to get on the water are encouraged to participate by helping build the raft Before non-swimmers are permitted on the raft, the following needs to be considered; sturdiness of raft, behavior / attitude of the individual and other group members, water conditions, weather conditions etc. If there is the slightest concern regarding the safety of the non-swimmers then they should not be entering the water. Non-swimmers or weak swimmers who are on the water are closely monitored at all times Leaders must be alert and aware of participants who are off their raft and in the water CPR flow chart and emergency numbers sign is displayed on the Boatshed Throwbags are present at all raftmaking sessions 	Rare	Catastrophic	Satisfactory

Risk Rating - Raftmaking

All identified risks are recorded in the Risk Matrix according to the Likelihood and Consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk associated to determine if further treatment is required.

X		Likelihood					
		Almost Certain	Likely	Possible	Unlikely	Rare	
Consequence	Catastrophic	80	64	48	32	16	<ul style="list-style-type: none"> • Drowning/ near drowning • Environmental Exposure 4 • Environmental Hazard 3
	Major	40	32	24	16	8	<ul style="list-style-type: none"> • Slip-Trip-Fall 1 & 3 • Entrapment • Environmental Hazard 1 • People – Instructor 1 & 2 • Inappropriate use after hours • People – Group leader 2 • Equipment Failure • Environmental Exposure 2
	Moderate	20	16	12	8	4	<ul style="list-style-type: none"> • People – Participant behaviour • Environmental Exposure 1 • Environmental Hazards 2 • Environmental Exposure 2 • Environmental Exposure 3
	Minor	10	8	6	4	2	<ul style="list-style-type: none"> • Slip-Trip-Fall 2 • Striking 1 • Structure Failure • Enviro Hazards 1 • Slip-Trip-Fall (General) • Environmental Exposure 1 • Environmental Hazard 2 • People – participant ability • Striking 2 • Entanglement • Cutting / Scratching • Striking • People – Group Leader 1 • Manual Handling
	Insignificant	5	4	3	2	1	<ul style="list-style-type: none"> • Striking 2

NB: All risks in **bold** are **Raft Building** specific risks. All other risks are from the General Activity Hazards RMP and are therefore relevant for all activities.

For grading risks, scores obtained from the risk matrix are assigned grades as follows;

HIGH 20 – 80	MEDIUM 10 – 16	LOW 1 – 8
Unacceptable risk which requires immediate action to reduce or remove the hazard. Senior management must be notified. Item should be TAKEN OFF LINE until risk reduced.	Conditionally acceptable, requires short term controls and continuous monitoring.	Acceptable risk, however monitoring required ensuring risk does not escalate. Review in 12 months or if situation changes.

RMP REVIEWED BY: A Paterson

DATE: 30 / 04 / 2018

NEXT REVIEW DUE: April 2023