

**CYC Forest Edge  
Riddle Rogain – Risk Management Plan**

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

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 **Riddle Rogain** 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
<b>Slip-Trip-Fall</b> Caused by; inappropriate footwear, wet conditions, unauthorized use of another activity	<ul style="list-style-type: none"> <li>Running is not recommended</li> <li>Care should be taken when grass, other ground surfaces and equipment is wet and slippery</li> <li>Participants are not to go into any other activity area or disrupt any activities whilst another group is using that activity</li> </ul>	Possible	Minor	Satisfactory
<b>Striking</b> Students being hit by road users, or participants or equipment from other activities	<ul style="list-style-type: none"> <li>The group is instructed to walk around, rather than through activities on their search</li> <li>Participants are instructed to be alert and aware when on or near roads within the campsite</li> <li>Road signs are clearly displayed throughout the campsite highlighting the speed limit and that the roads are a shared zone (vehicles and pedestrians)</li> <li>Participants always work in groups and are instructed to look out for each other</li> </ul>	Rare	Moderate	Satisfactory
<b>Snake Bite</b>	<ul style="list-style-type: none"> <li>Instructions are given on what to do if a snake is sighted</li> <li>Stay on the paths and grassed areas and avoid long grass</li> <li>Always wear closed toe footwear</li> <li>First aid kit available</li> <li>Staff trained in first aid and CPR</li> <li>Suitable communication available</li> </ul>	Rare	Major	Satisfactory
<b>Getting Lost</b>	<ul style="list-style-type: none"> <li>Boundaries are identified prior to commencing session</li> <li>Participants must always work together in groups</li> <li>A designated meeting time and place is established during the pre-activity briefing</li> <li>The group leader must stay in a central area which the participants can easily find them</li> <li>The group leader must maintain as much visual contact as possible and be focused on the activity</li> </ul>	Rare	Moderate	Satisfactory

**Risk Rating – Riddle Rogain**

All identified risks are recorded in the Risk Matrix according to the Likelihood and Consequence ratings. 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"> <li>• Environmental Exposure 4</li> <li>• Environmental Hazard 3</li> </ul>
	Major	40	32	24	16	8	<ul style="list-style-type: none"> <li>• Environmental Hazard 1</li> <li>• People – Instructor 1 &amp; 2</li> <li>• Inappropriate use after hours</li> <li>• People – Group leader 2</li> <li>• Snake Bite</li> </ul>
	Moderate	20	16	12	8	4	<ul style="list-style-type: none"> <li>• People – Participant behaviour</li> <li>• Environmental Exposure 2</li> <li>• Striking</li> <li>• Getting Lost</li> <li>• Environmental Exposure 3</li> </ul>
	Minor	10	8	6	4	2	<ul style="list-style-type: none"> <li>• Slip-Trip-Fall</li> <li>• Slip-Trip-Fall (General)</li> <li>• Environmental Exposure 1</li> <li>• Environmental Hazard 2</li> <li>• People – participant ability</li> <li>• Entanglement</li> <li>• Cutting / Scratching</li> <li>• Striking</li> <li>• People – Group Leader 1</li> </ul>
	Insignificant	5	4	3	2	1	

NB: All risks in **bold** are Riddle Rogain 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 <b>must</b> be notified. Item should be <b>TAKEN OFF LINE</b> 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.