

Arthur's Pass Outdoor Education Centre Risk Analysis And Management System:

Activity: Devils Punchbowl Waterfall Walk (including alternative return via Devil's Punchbowl stream, and Bridal Veil Gorge Walk.

Date: Updated April 2010 (from May 08, Nov 05, Jan 02 & Feb 99 updates of April 96 originals)

Key Risks:

Accident, injury or other form of loss:

- A. Fall causing injury
- B. Object falling onto group/ individual
- C. Loss of individual/ group
- D. Drowning
- E. Hypothermia
- F. Illness
- G. Traffic accident
- H. Psychological harm

Causal Factors and Risk Management:

People Hazards:

1. Falling/ slipping on /off of track, especially at steep traverse section and viewing area, & stairs (A)
2. Pushing or shoving causing fall (B)
3. Group splitting or individual leaving group (C)
4. Panic or not following instructions during creek crossing (A, D, H)
5. Group not taking responsibility for own safety (A, C, D, E, G, H)
6. Running/pushing etc on road/footpath/stairs (A, G)
7. Wanting to give up, unwillingness to undertake activity (C, H)
8. Stone throwing/ kicking causing injury (B)
9. Fear of heights (H)
10. Personal health/toilet issues (C, F, H)

People Management:

1. Identify key locations of risk i.e. traverse and lookout site. Warn group of all dangers. Spread parents though group (1 adult to 6 children). Try to remove hazard where possible i.e. remove snow from steps. If snow/ ice/ water on track is too hazardous do not go on.
2. Supervise tricky sections while whole group passes. Keep group single file and jump on silliness early. Advise parents to watch for dangerous behaviour and to act when necessary.
3. If kids likely to wander appoint an adult to watch them. Check numbers regularly during activity. A tail end Charlie appointed and group notified. Always do number check after a stop. Explain toileting protocol.
4. Creek crossing in groups only using approved MSC methods. Manager always separate and down stream of crossing group. One group in creek at time with adults briefed to supervise groups on shore.
5. Need to consider own and others safety explained in briefing.
6. All road crossings carefully supervised. Double file max on footpath. Jump on silliness.
7. Arrange support and encouragement from peers/parent. If an attention seeking behaviour minimise "audience".
8. Hazards of stone throwing and kicking

	<p>explained in briefing.</p> <p>9. Arrange support and encouragement.</p> <p>10. Toilet protocol explained at briefing. Manager carries toilet paper and spade. Sanitary items carried in FA kit. Be sensitive to privacy and needs of students. Teacher to notify manager of all serious health issues check children are carrying medication required. Carry antihistamines in first aid kit.</p>
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<p>Equipment Hazards:</p> <ol style="list-style-type: none"> 1. Clothing insufficient resulting in hypothermia (E) 2. Footwear inappropriate for activity. (A) 	<p>Equipment Management:</p> <ol style="list-style-type: none"> 1. Standard rules apply for outdoor clothing. Raincoat and warm hat always compulsory. Jersey/Polar fleece and gloves in winter. In cold weather/snow check jersey, socks, shoes, coat, hat gloves. 2. Check footwear before activity and explain requirements at briefing
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<p>Environment Hazards:</p> <ol style="list-style-type: none"> 1. Rock fall at Punchbowl area, also stream banks (B). 2. Slippery/loose rocks in stream or on track resulting in fall(A, D). 3. Sudden weather change (E). 4. Sun burn (F). 5. Stream sweeping student away (A, D). 6. Snow/ice/mud on track (B). 	<p>Environment Management:</p> <ol style="list-style-type: none"> 1. Do not approach punchbowl area during heavy rain or if rock fall active. Take small, managed groups in at a time. In severe winds or tree fall risk turn group back. Avoid walking under loose banks. 2. Warn group of slippery rocks. 3. Check group adequately prepared for weather change. Always check weather forecast before activities. 4. Brief group on solar hazards. Group to carry sunscreen/sun hats. 5. Only cross stream if water and bed conditions safe. Check weather forecast and weather warnings before departure, and monitor weather and stream levels throughout activity. 6. Try to clear hazards off track where possible and turn back if too dangerous. Supervise group through tricky sections one person at a time if needed
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<p>Emergency Management:</p> <ul style="list-style-type: none"> • APOEC first aid kit carried at all times. Manager has up to date FA and CPR skills. • Van at lodge to shorten reaction/evacuation time. • Emergency response contacts for the area are in FA kits and lodge manual (in Kitchen). • Telephones available for 111 calls. • Manager to carry cell phone for emergencies. • Group briefed on emergency procedures on arrival. • The manager must always be able to split the group and still maintain adequate adult to child ratios. • Maintain 1:4 ratio of active, competent supervisors to participants whenever running “wet” activities • Throw bag must be present when swimming/crossing in rivers/pools wider than 3 metres. At least one supervisor must be proficient in its use.
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- Supervising adults must be able to safely reach any participant in the water within 30 seconds (with the throw bag if needed).
- In emergency arrange for the return of the group to the lodge.

Relevant industry standards applicable:

- Manager has current First Aid/ CPR cert.
- NZMSC techniques for river crossing.
- Children must be supervised. Ratios are to be the lower of those accepted as the policy of the relevant school Board of Trustees or APOEC (1:6 for general activities, 1:5 for activities above 1300m ASL and 1:4 for water activities).
- Van has current passenger WOF.
- River Safe guidelines

Notes/ recommendations:

- Always use number checks.
- If stream dirty, rising or approaching waist deep on children do not cross.
- Min 2 adults on trip.
- Thorough safety briefing required when each group arrives.
- The teacher in charge is responsible for discipline of members of the group at all times.
- Adults spread evenly through group.
- Students with poor motor skills to have an adult buddy.
- If stream dirty or approaching waist deep on children do not cross.
- Do not walk on icy roads and wait for grit or a thaw.
- Participation not compulsory.
- Activity not to be run in exceptionally frosty/slippery conditions.
- Group must be adequately briefed on staying together and behaviour.
- Take care not to get into a position where you are alone with any of the children. Take an adult with you whenever sweeping.

Skills required by staff:

- First aid/CPR.
- Group facilitation.
- Group management and sound outdoor leadership.
- Risk identification and management skills.
- Ability to teach and enforce correct NZMSC river crossing guidelines.
- Thorough knowledge of track and its hazards.
- Swim strong enough to conduct an in water rescue.
- Throw bag rescues.

Note:

This activity can be run in the absence of the APOEC Manager/ Instructor -providing no river crossing or swimming is undertaken.

Skills required by volunteer supervisors running this activity;

- First aid/ CPR certification required by at least one supervisor.
- Group management and sound outdoor leadership.
- Reasonable knowledge of track and its hazards.