

Arthur's Pass Outdoor Education Centre

Safety Management Plan

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Applications can be made to the following:

Centre Manager

Arthur's Pass Outdoor Education Centre

PO Box 51007, Arthur's Pass, 7654

Email: manager@apoec.org.nz

Industry Standards

SECTION 3

3:1 - INDUSTRY STANDARDS AT AN ORGANISATIONAL LEVEL

Outdoor Recreation, Education and Education Outside the Classroom industry standards pertaining to activities provided by Arthur's Pass Outdoor Education Centre can be aligned to the following organisations:

DOC Concessionaire – Standard for operation in National Parks

Ministry of Education EOTC Guidelines– All of our activities operate within the scope of EOTC guidelines

Or Registered Adventure Activities Operator – We do not fit into the Adventure Activities sector, yet our procedure both meets and exceeds requirements under this sector's auditing regulations.

3:2 - INDUSTRY STANDARDS AT AN OPERATIONAL LEVEL

Recreation industry standards pertaining to activities provided by Arthur's Pass Outdoor Education Centre can arguably be identified as the certificates and qualifications administered by the following organizations:

NZOIA - New Zealand Outdoor Instructors Association

NZMGA - New Zealand Mountain Guides Association

NZMSC - New Zealand Mountain Safety Council

(no longer offers courses but could count as relevant experience in the industry)

NZQA - the New Zealand Qualifications Authority.

Skills Active – NZ governments industry standards for EOTC and Outdoor Education.

MSA – Maritime Safety Authority of New Zealand.

However Arthur's Pass Outdoor Education Centre also recognizes qualifications gained from tertiary providers and other equivalent experience, which can be established through the provision of certificates, qualifications, log books and references. Ideally a combination of tertiary/experience/and national qualifications is ideal for employment.

3:3 - MINIMUM INDUSTRY REQUIRMENTS FOR APOEC STAFF PRE-EMPLOYMENT

As a mimimum requirment APOEC Staff must have the following awards/
acridation prior to employment:

- Valid Full New Zealand Drivers License
- Valid Workplace First Aid Course (2day min)
- Have undergone and cleared NZ Police Vetting to work with children
- Have a mimimum of 1x NZOIA level one award
- Have at least 100 days instruction in an outdoor education setting
- Meet our Drug and Alcohol Pre Employment Testing

3:4 - SUMMARY

In summary, all those associated with the management and operation of the Arthur's Pass Outdoor Education Centre have a responsibility to ensure participants in the programs have a safe experience.

Legislation, particularly the Health and Safety at Work Act 2015 has important ramifications for those employed or representing Arthur's Pass Outdoor Education Centre.

Most importantly: staff need to be adequately trained, documented hazard identification, management procedures need to be in place and emergency procedures need to be identified.