



**Giant Slides**

**Standard Operating Procedure**

**and**

**Risk Management Plans**



**Revised Jan 2019**

**OVERVIEW** Two 30m long tunnel slides that campers are able to enjoy during their stay.

**OUTCOMES** To provide active enjoyment to campers during free time and programmed activities. To encourage an environment of positive group participation.

### **PRE-REQUISITES FOR INSTRUCTORS**

There are no pre-requisites for the Giant Slide supervisor but it is advised that the Supervisor be a capable adult who is able to monitor camper movements and who preferably holds a first aid qualification.

### **LOCATION**

On the hill just north of the Bay Room

### **PRIOR TO COMMENCING**

Area should be checked for debris, tripping hazards and damage. The weather should be checked and the gates at the top of the slides unlocked.

### **INITIAL INTRODUCTION AND PARTICIPANT BRIEFING**

Participants need to be made aware of the few simple rules that must be adhered to when using the giant slides.

1. One person per slide at a time
2. Shoes must be worn
3. Participants must wait until the previous slider has emerged from the slide and moved away before commencing.
4. Participants must slide feet first
5. There is to be no climbing up or on the slides.
6. Items such as sleeping bags, boxes ect are permitted for sliding down on but must be removed from the slide upon reaching the bottom.
7. Verbal warning regarding the steep grade of the hill and the slip/trip hazards when climbing back up.

Participants are able to race each other down the slides for added fun but this should be monitored by the supervisor to ensure that it is not creating a negative environment for participants.

### **SPECIFIC ACTIVITY SAFETY AND INSTRUCTIONS**

The supervisor must remain vigilant in ensuring the participants are clear of the end of the slide before allowing the next camper to start. Access to first aid facilities or having a first aid kit present is advised. Gates to the slides are to remain locked unless an appropriate supervisor is present.

### **PACK UP AND DEBRIEF**

Ensure area is clean and all camper property has been picked up. Gates are to be locked and slides checked for damages that must be reported to the site manager/maintenance overseer.

### **INSTRUCTOR RESPONSIBILITIES**

To ensure participant safety.

To supervise the flow of campers sliding and waiting.

To ensure that the previous camper is clear of the slide before allowing the next one to head down.

To administer first aid where needed.

## ASSESSING THE LEVEL OF RISK

Once risks are identified, they are evaluated on a 2 dimensional matrix using a qualitative rating of the likelihood of the event occurring and the scale of the possible consequences. When risks have been identified, they are analysed by combining the consequences and likelihood to produce a level of risk. This form of evaluation provides a good graphical representation of how serious the risk is or where it lies within a group of risks. The risk analysis provides information critical to determining what risks need to be treated and what risks are accepted.

The following matrices have been utilised for the assessment process;

**Table 1. Primary Risk Category. (the primary risk is the most immediate or likely risk).** Risks may technically fall under several categories eg. A student who has their leg trapped under a falling mast on a sailboard may suffer a physical injury (primary Risk), such as a broken leg, however there may be legal action at some point in the future (secondary risk).

Primary Risk Category	Brief Risk Description
Physical	Injury risk to person - including <ul style="list-style-type: none"> <li>➤ Participants</li> <li>➤ Instructors</li> <li>➤ Community members</li> </ul>
Property and Equipment	Damage risk to campsite property/equipment.
Environmental	Includes risk factors that may impact upon the activity. <ul style="list-style-type: none"> <li>➤ Climatic eg. Thunder and lightening, strong winds.</li> <li>➤ Marine eg. Tidal or current flow.</li> <li>➤ terrain</li> </ul>
Medical and Disease	Includes risk factors associated with: <ul style="list-style-type: none"> <li>➤ Pre-existing medical condition eg. Epilepsy, asthma.</li> <li>➤ Loss of required medication eg. Asthma inhaler.</li> <li>➤ Disease transmission. From person or environment eg. Influenza.</li> </ul>
Psychological	Risk associated with trauma or fear/stress.
Legal, Moral and Ethical	Risk associated with: <ul style="list-style-type: none"> <li>➤ Legal action and/or litigation.</li> <li>➤ Breach of legal obligations.</li> <li>➤ Damage to DECS reputation.</li> <li>➤ Criminal activity.</li> </ul>

**Table 2: Likelihood Matrix**

Level	Descriptor	More Detail
A	Almost certain	Will occur. Expect frequent/regular occurrences.
B	Likely	The event will probably occur more than once
C	Possible	The event might occur at some time
D	Unlikely	The event is not expected to occur
E	Rare	The event may occur only in highly exceptional circumstances

**Table 3: Consequence Matrix** – relate to the *most probable* outcome.

Eg. A fall from a windsurfer is most likely to result in **no or minimal injury and therefore be rated as 1-2 ie. insignificant/minor.**

Level	Descriptor	More Detail	Injuries	Potential Operational Impact
1	Insignificant	Low Impact, no injuries/damage, low profile.	None	Student still able to participate.  Little impact <30min
2	Minor	Minor Injuries/damage sustained.  Low impact, possible public embarrassment.	First Aid Treatment	Student able to participate after treatment. Low impact <30min
3	Moderate	Significant injuries/damage sustained. Public embarrassment possible.	Medical Assistance Required	Student unable to continue with activity. Instructor impact whilst treatment given.
4	Major	Extensive injuries/damage sustained. Loss of instructional capabilities, public embarrassment, 3 <sup>rd</sup> party action, high news impact	Extensive Injuries. Medical Treatment	Loss of instructor/s whilst treatment/medical aid given. Extended rehabilitation of injury/damage repair.
5	Catastrophic	Public embarrassment, 3 <sup>rd</sup> party action, high news and media impact.	Deaths	Loss of instructor/s, closure of centre whilst investigation conducted.

Table 4: Level of Risk – consideration of both likelihood and consequence.

		Consequence				
		1	2	3	4	5
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	A Almost Certain	High	High	Extreme	Extreme	Extreme
	B Likely	Medium	High	High	Extreme	Extreme
	C Possible	Low	Medium	High	Extreme	Extreme
	D Unlikely	Low	Low	Medium	High	Extreme
	E Rare	Low	Low	Low	High	High

**Important Note:** Following the identification and implementation of risk management control measures it is assumed that all Risk Descriptions will be reconsidered as having a “low risk” factor. If the re-assessed level of risk remains at “Extreme” or “High” following implementation of control measures serious consideration should be given to not proceeding with this activity. Risk vs Reward for this specific activity should be carefully considered!!

Table 5. Risk Priority – an indication of how quickly/frequently an identified risk needs to be addressed and/or monitored.

Rating	Description
Low	Low priority.
Medium	Medium priority.
High	High Priority. Requires immediate action to redress risk. Additionally, risk should be closely monitored to ensure management strategies to reduce risk are effective.

**Important note:** The assessment and identification of Risk Priority should not be solely based upon the likelihood or frequency of an event occurring, but more a consideration of a number of factors, including: *frequency, likelihood, consequences (particularly the possibility of serious personal injury or death) and risk of litigation or legal exposure!* A student competing in a bicycle tour event on a controlled public road is very unlikely to be involved in a collision with a motor vehicle, however the consequences may well be most serious, with the possibility of a serious injury and possible legal exposure. Therefore a Risk Priority rating of **High** should be applied, with appropriate risk management.

## Table 4 : Risk Register/Risk Management

Function/Activity:

**GIANT SLIDES**

Compiled by:.....

**Activity Description:** The giant slides are located beside the Bay Room. It is both a programmed and free time activity that is carried out only under the supervision of a briefed and capable adult supervisor.

**General Safety consideration:** Known hazards will be identified to all participants, in particular the risks to participants when rules are not followed. Participants will be required to wear their shoes when using the giant slide. Climbing up or on top of slides is prohibited and should be monitored by the supervising adult. As there is no shelter at the giant slides hats and sunscreen should be worn as well as sun smart clothing. Slides should be checked prior to use for damage and it should be reported to the camp manager/maintenance overseer.

Primary Risk Category <small>(Refer Table 1.)</small>	Risk description. <small>What and how can it happen</small>	Likelihood <small>(Refer Table 2)</small>	Consequence <small>(Refer Table 3)</small>	Level of Risk <small>(Refer Table 4)</small>	Management. <small>Including existing Control measures to eliminate or reduce the risk.</small> <b>Note:</b> Once the risk management measures listed below are implemented, risks described in column 2 will be reconsidered as having a Level of Risk?.	Priority
1. Physical	Slip/Trip/Fall	B	2	High	<ul style="list-style-type: none"> <li>Maintenance of slope used to ascend the hill</li> <li>Adult supervision to ensure safe behaviour</li> <li>Verbal warning on risks of slipping and tripping on ascent and descent.</li> </ul>	Medium
2. Physical	Fall from height	D	3	Medium	<ul style="list-style-type: none"> <li>Signage and instruction that climbing in or on the slides is prohibited.</li> <li>Guard rails on stairs and platforms</li> </ul>	Low
3. Physical	Injury caused by other participants	C	2	Medium	<ul style="list-style-type: none"> <li>One participant at a time per slide</li> <li>Adult supervision of activity and behaviour</li> <li>Participants must be clear of the base of the slide before the next participant commences.</li> </ul>	Low

<b>Primary Risk Category</b> <small>(Refer Table 1.)</small>	<b>Risk description.</b> What and how can it happen	<b>Likelihood</b> <small>(Refer Table 2)</small>	<b>Consequence</b> <small>(Refer Table 3)</small>	<b>Level of Risk</b> <small>(Refer Table 4)</small>	<b>Management.</b> Including existing Control measures to eliminate or reduce the risk. <b>Note:</b> Once the risk management measures listed below are all risks described in column 2 will be reconsidered as having Level of Risk".	<b>Priority</b>
<b>4. Property</b>	<b>Misuse of equipment</b>	<b>D</b>	<b>2</b>	<b>Low</b>	<ul style="list-style-type: none"> <li>Slides are locked when not under supervision or in use</li> </ul>	Low
<b>5. Physical</b>	<b>Injury due to fall from end of slide</b>	<b>C</b>	<b>2</b>	<b>Medium</b>	<ul style="list-style-type: none"> <li>Articles used to slide on are to be approved with the activity supervisor or camp staff prior to use</li> <li>Soft fall to be laid in landing area</li> <li>Participants are to slide feet first</li> <li>Supervision of activity and revision of approved articles if too much speed is gained on descent.</li> </ul>	
<b>6. physical</b>	<b>Participant suffers sunburn</b>	<b>B</b>	<b>2</b>	<b>High</b>	<ul style="list-style-type: none"> <li>Students briefed at the commencement of the session re. Sunsmart</li> <li>SPF 30+ be made available by both the Campsite and/or the school, with regular breaks provided to reapply.</li> <li>Participants to wear hats (preferably broad brimmed) and shirts (preferably long sleeved) and remain in the shade where possible.</li> </ul>	Medium
<b>7.</b>					<ul style="list-style-type: none"> <li></li> </ul>	
<b>8.</b>					<ul style="list-style-type: none"> <li></li> </ul>	

