

# SAFETY ACTION PLAN

## GROUP LEADER...

- ➡ Group leader to run after being trained by TS Instructor
- ➡ Disclose relevant medical conditions
- ➡ Fulfil responsibilities in SAP below
- ➡ Responsible for overall group management

## PARTICIPANTS...

- ➡ Shoes

## INSTRUCTOR...

- ➡ Pass internal training and assessment program
- ➡ Current first aid certificate

## RESTRICTIONS

None

RATIOS (not including instructor)

1 adult : 12 students

What could go wrong? 'The potential harm'	What would cause it to go wrong? 'The hazard'	How could we prevent it from going wrong? 'The mitigation'	Responsibility of?	When will it be done?	Emergency Plan
Brakes, Bumps, Bruises, Scrapes, Strains, Sprains	- Uneven slippery wet clay track surface - Fallen foliage creating slippery surface	- All participants must wear covered footwear - Allow sufficient time for activity, so participants do not feel rushed - Remove any sticks and branches that may be hazardous	<b>Participants + Group leaders</b>  TS instructor	Before  Before	<i>Suspected major injury</i> - All to vacate area - Group leader to coordinate first aid
Impact injury (Walking into something)	- Moving too quickly blindfolded/in the dark  - Walking into low hanging branches	- Stay on the trail holding the rope - Don't run blindfolded - Leave a gap between participants - Don't run trail under/through areas where there are branches to walk into	<b>Participants + Group leaders</b>	Before or during During  During	- Group leader to arrange for ambulance or extra assistance - Inform host of incident
Exposure to elements (sun, wind, temperature)	- Long periods out at night or in the wind and rain without warm clothes	- Move to an indoor Activity during "bad weather"  - Ensure the group has adequate clothing	TS instructor  <b>Participants + Group leaders</b>	Before  Before & During	immediately and fill out appropriate forms - Assess if activity can continue
Psychological harm	- Fear of the dark - Being bullied or forced to participate	- Challenge by choice - Group encouragement	TS instructor <b>Participants + GL</b>	During	<i>Other/ Minor Injury</i> - Group leader to administer first aid