

## 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
- ➡ Supervise river and fires

## PARTICIPANTS...

- ➡ Footwear

## 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
Burns	<ul style="list-style-type: none"> <li>- Inadequate instruction</li> <li>- Falling on lit burner</li> <li>- Overcrowding around fire</li> <li>- Contact with hot metal surfaces</li> <li>- Contact with hot wax</li> <li>- Failure to follow instruction re: procedures and boundaries</li> </ul>	<ul style="list-style-type: none"> <li>- Instructors are suitably qualified giving instructions</li> <li>- Keep distance from burner and pot</li> <li>- Everyone must be wearing covered shoes</li> <li>- 1:12 Supervisor: Student ratio.</li> <li>- Caution with tins of hot wax</li> <li>- Listen attentively and follow instructions</li> </ul>	<ul style="list-style-type: none"> <li>TS instructor</li> <li>Participants + Group leaders</li> <li>Participants + Group leaders</li> </ul>	<ul style="list-style-type: none"> <li>Before</li> <li>Beginning &amp; During</li> <li>Before</li> <li>Before &amp; During</li> </ul>	<p><i>Suspected major injury</i></p> <ul style="list-style-type: none"> <li>- All to vacate area</li> <li>- Instructor to coordinate first aid</li> <li>- Instructor to radio to main office to arrange for ambulance or extra assistance</li> <li>- Assess if activity can continue</li> </ul>
Loss of Process	<ul style="list-style-type: none"> <li>- Not briefed well enough on how to light burner</li> <li>- Too many people around table</li> <li>- Not enough wax, dyes, or wicks</li> </ul>	<ul style="list-style-type: none"> <li>- Clear instructions about the activity and fire lighting</li> <li>- Design activity so appropriate number of students are cooking</li> <li>- Have sufficient wax, dyes, and wicks for the amount of participants.</li> </ul>	<ul style="list-style-type: none"> <li><b>Participants + Group leaders</b></li> <li>TSCC</li> <li>TS instructor</li> </ul>	<ul style="list-style-type: none"> <li>During</li> </ul>	
Out of control fire	<ul style="list-style-type: none"> <li>- Inadequate explanation given on how to control wax fire</li> <li>- Not enough water in pot while melting wax</li> </ul>	<ul style="list-style-type: none"> <li>- Clear instructions are given regarding how to put out a possible fire</li> <li>- Ensure group leader is attentive of the pot while in use</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li><b>Participants + Group leaders</b></li> </ul>	<ul style="list-style-type: none"> <li>During</li> </ul>	<p><i>Other/ Minor Injury</i></p> <ul style="list-style-type: none"> <li>- Group leader to administer first aid</li> </ul>
Exposure to elements (sun, wind, temperature)	<ul style="list-style-type: none"> <li>- Long periods out in the sun or wind and rain without correct clothes</li> </ul>	<ul style="list-style-type: none"> <li>- Move to an indoor Activity during "bad weather"</li> <li>- Ensure the group has adequate clothing</li> </ul>	<ul style="list-style-type: none"> <li>TS instructor</li> <li><b>Participants + Group leaders</b></li> </ul>	<ul style="list-style-type: none"> <li>Before</li> <li>Before &amp; During</li> </ul>	
Psychological harm	<ul style="list-style-type: none"> <li>- Being bullied or forced to participate</li> </ul>	<ul style="list-style-type: none"> <li>- Challenge by choice</li> <li>- Group encouragement</li> </ul>	<ul style="list-style-type: none"> <li>TS instructor</li> <li><b>Participants + GL</b></li> </ul>	<ul style="list-style-type: none"> <li>During</li> </ul>	

Please note: The Instructor may cancel this activity at any time if conditions outlined in this SAP are not able to be achieved or maintained. **Serious Hazards are highlighted**