

SAFETY ACTION PLAN

GROUP LEADER...

- Group Leader run after briefing by TSCC
- Disclose relevant medical conditions
- Fulfil responsibilities in SAP below
- Responsible for overall group management

PARTICIPANTS...

- Shoes

INSTRUCTOR...

- Pass internal training and assessment program

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
Loss of process	<ul style="list-style-type: none"> - Too many team members - Improper briefing/instructions - Lack of understanding of objectives - Too complex for group - Not physically appropriate for the team - Negative comments by bystanders 	<ul style="list-style-type: none"> - The activity can run with any amount of people but optimum numbers are 5 to 12 people - Ensure the whole group is listening during briefing - Brief group clearly and adapt objectives to suit the groups age, mental and physical capacity - Outline the goal of the activities - Ensure the team is physically capable of the challenges - Give guidelines to bystanders regarding opinions 	<ul style="list-style-type: none"> TS Instructors Group Leaders Group Leaders Group Leaders TS Instructors 	<ul style="list-style-type: none"> Before Before During During During 	<p><i>Suspected major injury</i></p> <ul style="list-style-type: none"> - All to vacate top level of site - Instructor to coordinate first aid - Instructor to radio to main office to arrange for ambulance or extra assistance - Assess if activity can continue
Bumps, bruises, scrapes, strains, sprains	<ul style="list-style-type: none"> - Poor Supervision - Running with socks on carpet - Holding broom handle at head height - Throwing objects - Draping rope around neck 	<ul style="list-style-type: none"> - No Running in socks - Clear brief about use of equipment, including being aware of group members, the length of the broom handle, and the risks of carrying rope around their neck 	<ul style="list-style-type: none"> Participants + Group leaders Group leader Participants + Group leaders 	<ul style="list-style-type: none"> Before During Before & During 	<p><i>Entrapment</i></p> <ul style="list-style-type: none"> - Instructor to follow procedure to release trapped item <p><i>Other/ Minor Injury</i></p> <ul style="list-style-type: none"> - Group leader to administer first aid
Psychological harm	<ul style="list-style-type: none"> - Being bullied or forced to participate 	<ul style="list-style-type: none"> - Challenge by choice - Group encouragement 	<ul style="list-style-type: none"> TS instructor Participants + GL 	<ul style="list-style-type: none"> During 	

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*