

# SAFETY ACTION PLAN

ACTIVITY: ORIENTEERING  
LOCATION: ALL OVER CAMP

## 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...

- ➡ Footwear recommended

## 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
Serious Injury	- Moving Vehicles	- Vehicles must drive at 15kph - Remind group to watch for Vehicles	TSCC Group leaders	Before	<i>Suspected major injury</i> - All to vacate area - Group leader to coordinate first aid - Group leader to arrange for ambulance or extra assistance - Inform host of incident immediately and fill out appropriate forms - Assess if activity can continue
	- Inadequate instruction - Failure to follow instruction re: procedures and boundaries	- Instructors are suitably qualified - Clear instructions are given  - Listen attentively and follow instructions	TS instructor  Participants	Before  Beginning & During	
	- Improper briefing/instructions - Poor supervision - Improper use of equipment	- Ensure the whole group is listening during briefing - Have a responsible person per group to lead the group through the activities	TS instructor  Participants + Group leaders	Before & during  During	
Bumps, Bruises, Scraps, Strains, Sprains	- Poor supervision  - Uneven ground	- Have a responsible student per group to lead the group through the course  - There is no need to run during this activity	TS instructor  Participants + Group leaders	Before  During	<i>Other/ Minor Injury</i> - Group leader to administer first aid
Exposure to Elements (sun, wind, temperature)	- Long periods out in the sun or wind and rain without correct 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	
Psychological Harm	- Being bullied or forced to participate	- Challenge by choice - Group encouragement	TS instructor <b>Participants + Group Leader</b>	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*