

# RISK ANALYSIS AND MANAGEMENT SYSTEM

**NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**ACTIVITY/SITUATION:** Mountain Biking

**ANALYSIS:**

**DESCRIPTION:** Easy dirt track around Camp Columba

<b>RISKS</b>	Death Injury – requiring hospitalisation - Requiring first aid Emotional injury Mental injury		
<b>Accidents, Injury other forms of loss</b>			
<b>CAUSAL FACTORS</b>	<b>PEOPLE</b>	<b>EQUIPMENT</b>	<b>ENVIRONMENT</b>
<b>Hazards; perils, dangers.</b>	Lack of supervisor ability Lack of leadership Lack of knowledge of the track Poor communication Complacency Boredom Fear/anxiety Unsupportive atmosphere Fear of failure Medical Conditions Poor group controls	Bicycles not in good condition (brakes, gears) Not knowing how to use bike properly Incorrect gear worn (Helmets, closed shoes)	Rain causes track to get slippery High winds blows cyclist off bikes
<b>Normal Operation</b>	Challenge is suitable for needs and abilities of the clients Medical conditions are made know to supervisor Supervisor has experience in cycling Challenge by choice Match of ability and psyche Briefing appropriate to the challenge	Cycles should be in good working order and subject to preventive maintenance programme All cyclist must wear a helmet Closed toe shoes must be worn	Use care when using bicycle tracks in the wet
<b>Crisis Management</b>	Qualified first aiders – Not negotiable First aid kit – checked before trip, restock after trip Directive leadership during an emergency situation Good communication skills Communication equipment – mtn. radio, cell phone, P.L.B Knowledge of use/coverage Stabilise the situation Evacuation plan if needed Notification of appropriate people		

<p>RELEVANT INDUSTRY STANDARDS APPLICABLE</p>	<p>Standards set out in the Adventure Southland Code of Practice are run in conjunction with the Ministry of Education best practice guidelines and the Outdoor Safety Institute.</p> <p>Ration for supervisors: Participants 1:10</p>
<p>POLICIES AND GUIDELINES RECOMMENDED</p>	<p>Any activity carry out must meet with the Adventure Southland Outdoor Code of Practice.</p> <p>Activity supervisor is responsible for participants safety while the activity is under way</p>
<p>SKILLS REQUIRED BY STAFF</p>	<p>Instructors currently first aid certified Trained in group dynamics and communication skills Observed activities under guidance of another qualified instructor before taking activity.</p>
<p>FINAL DECISION ON IMPLEMENTING ACTIVITY</p>	<p style="text-align: center;"><u>CHOOSE ONE</u></p> <p style="text-align: center;">ACCEPT <span style="margin-left: 200px;">REJECT</span></p> <hr/> <p>COMMENTS</p>