



Risk Analysis and Management

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| Venue: Waiankarua | Date/time: 26-29 October |
| Personnel: Trisha/Nathan | Class: Year 5-8 |

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| <p>Analysis Undesired events: Accident, injury, other forms of damage</p> | <p>Fatal injury in fall Student injured by falling or from becoming entangled in equipment Student emotionally insecure before / during activity Drowning Getting lost Hypothermia/hyperthermia Burning fire and sun Choking Food poisoning Allergic reaction to Hit by or entangled in equipment Hit by vehicles</p> | | |
| | People | Equipment | Environment |
| Causal factors | <p>Poor group control. Students with special needs / medical problems. Inadequate supervision Teaching incorrect techniques</p> | <p>Equipment failure Inadequate / lack of First Aid / Asthma Kit Survival blanket in first aid</p> | <p>Deep water Animals Slippery / muddy conditions Wet, cold weather Boundaries are clear Fires/cooking Caves</p> |
| Risk Management Strategies | Normal Operation | <p>Ratio of 1:7 Clear instructions Setting up of roles for helpers Knowledge of medical / special needs conditions First Aid Certificate Behaviour boundaries ensured Roll call on regular basis Seeking approval of teacher before undertaking an activity Camp boundaries defined Driver of vehicle is in control of group until teacher is present Swimming ratio 1:4 set depth level and boundary Pool – teach entry exit skills Give pupils options for activity Hand washing/toileting talk</p> | |
| Emergency Situation | <p>Means of communication for help – mobile phone Emergency vehicle Emergency Procedures – defining the roles of adults, teacher to deal with situation whilst parents and other teacher deal with class Teacher to administer first aid but if more experienced adult hand over List of skills shared with parents so first aiders identified Meeting points clearly defined before departure from camp or school</p> | | |