



Programme/Event: <i>Youth Group Team Building</i>	Corps/Centre: <i>Kaikoura Corps</i>
Activity/activities: <i>High wall, high wire crawl, flying fox, tunnel crawl</i>	Date/s: <i>January 24th 2022</i>
Description of venue: <i>NZ Army Base</i>	Prepared by: <i>Blake Smith</i>
Aim/purpose: <i>Developing personal confidence and team dynamics</i>	Checked by: <i>Morgan Brown</i>

RISK	RISK EVALUATION	PREVENTION	EMERGENCY PLANS
Consider physical, emotional, mental and spiritual events that may occur	Use Likelihood Guide & Risk Evaluation Matrix below. I.e.: Possible 8-Moderate or Unlikely 14-High	How will you attempt to ensure the risks are minimised?	What will you do if something does occur?

People Risks

<i>Injuries from falls, e.g., concussion, breaks, cuts</i>	<i>Possible 13-High</i>	<i>Clearly communicate instructions and guidelines</i>	<i>Claire Matthews is our first aider</i>
<i>Overcrowding of elements, obstacles, components</i>	<i>Possible 8-Moderate</i>	<i>Supervisors to be familiar with course</i>	<i>Take to medical centre 272 Main Road, 8km away</i>
<i>Silly, inattentive behaviour</i>	<i>Likely 12-High</i>	<i>Ensure one person per element</i>	<i>Call for ambulance if required</i>
		<i>Ensure 1:4 supervision</i>	

Equipment Risks

<i>Failure of ropes, wire and timber</i>	<i>Unlikely 2-Low</i>	<i>NZ Army staff to complete safety checks</i>	<i>Contact camp maintenance office on ext 3142</i>
<i>Wet and slippery equipment</i>	<i>Unlikely 5-Moderate</i>	<i>Use safety equipment (helmets, harness and jackets)</i>	<i>Stop using the equipment</i>
		<i>Follow guidelines when using all equipment</i>	

Environment Risks

<i>Sun burn</i>	<i>Likely 17-High</i>	<i>Sunscreen is provided and needs to be applied</i>	<i>Take to medical centre 8km away</i>
<i>Adverse weather</i>	<i>Possible 8-Moderate</i>	<i>No use of course if the weather turns bad</i>	<i>Remove participants from the situation</i>

LIKELIHOOD GUIDE		
Likelihood	Description	Chance
Almost	Expected to occur more than once a month OR expected to occur in <u>most</u> circumstances	More Than
Likely	Expected to occur once per month OR will <u>likely</u> occur in most circumstances	75%
Possible	Expected to occur less than once per month but more than once a year OR will <u>probably</u> occur at some time	50%
Unlikely	Expected to occur a few times per 5 years OR <u>could</u> occur infrequently	25%
Rare	Unlikely to ever occur OR <u>may</u> occur only in exceptional circumstances	Less

RISK EVALUATION MATRIX						
		Consequence				
		Insignificant	Minor	Moderate	Major	Extreme
Likelihood	Almost	11-Moderate	16-High	20-Extreme	23-Extreme	25-Extreme
	Likely	7-Moderate	12-High	17-High	21-Extreme	24-Extreme
	Possible	4-Low	8-Moderate	13-High	18-High	22-Extreme
	Unlikely	2-Low	5-Moderate	9-Moderate	14-High	19-High
	Rare	1-Low	3-Low	6-Moderate	10-Moderate	15-High

Steps taken to minimise risk: (Contingency plans, actions, recommendations, etc)

Cancel if wet. Minimum 1:4 supervision ratio for this event. Supervisors to meet with NZ Army staff for briefing before event.

Mobile phone to be carried for emergency.

Decision to hold event to be made by 8am on the day in consultation with the Army staff.

Skills required by staff: *Familiar with course, aware of medical conditions, ability to encourage and arrest falls.*

Safety Equipment required: *Harness and helmets provided by camp, sunscreen provided by us, mobile on hand.*