

Risk Management Activities Kwalata Adventure Camp

Aim of the document to assess the potential risks of the activities presented during leadership and adventure programs. With this assessment to inform participants & to adapt protocols. The assessment to point out training, minimising risk and potential injury without compromising the outcome and learning experience within the program parameters.

Risk do not factor in potential medical risks such as asthma, allergies etc. These risk are dealt with separately on arrival to establish protocols for asthma sufferers, allergies to bees etc.

Not all activities will be engaged in, depending on program selected, the weather - size of group and ability of group. All activities are listed and no other than those activities will be engaged in. Only after proper training or qualified | certified personnel is to present such activities. None of our activities involve mechanical/ motorised equipment. Our activities do not require the use of safety harnesses or other safety gear, therefore no register or log sheets are in use nor any membership required for such activities.

We do require the participation and following of instructions of all learners to make activities fun and safe. Clear instructions are given with the required outcome required from participants at every activity. No activity is without supervision and learners are not allowed to play or explore activities on their own. Activities have a place and time with in a program as such activities are not teated as a play ground and no free time is given where free play is permitted on activities.

Activities are listed in order of programs itinerary & designed outcomes.

Name of Activity § Full description of activity § Risk level - None, low, Moderate , High and extremely high Potential risk of activity § measures in place (protocols) or S.O.P.

Activity	Details of Activity	Risk level	Potential risks Identified	Protocols & P.O.A.
Welcoming	Arrival of learners in busses	None	Learners are all seated in bus	Adult supervision on bus
	Disembark from busses	Low	<ul style="list-style-type: none"> Uncontrolled disembarking -Excitement of arrival Steps on bus Parking area - moving vehicles 	<ul style="list-style-type: none"> Meet learners on the bus. Allow for controlled disembarking Facilitator in parking area directing all learners to collect luggage Only vehicles in parking is busses from 1 school no other vehicles in parking area
	Collection of luggage	Low	Heavy luggage	<ul style="list-style-type: none"> Adult supervision Assistance with heavy luggage to off load from bus
	Assembly at welcoming area	None	Learners gather at assembly point	Adult supervision
Dividing in to teams	Individuals assigned to groups	None	None	Adult supervision
BodyCheck	SOP -Safety drill	Low	Running on grass and paved area Potential falling	Controlled environment
Room allocation	Learners are allocated to rooms	Medium	Bunk beds Top bunk fall risk during sleep	<ul style="list-style-type: none"> Rails Hight restriction - min hight for occupying top bunk Warning of playing on top bunks
Orientation - Model of a camp	Learners explore surrounding & orientate themselves with their environment	None	Controlled activity	Supervised
Stalk the lantern	Night time activity Learners move in dark, stealth, to find lantern	Medium	Activity in dark Happens in veld (trees/rocks/uneven surfaces) Excitement generated by sense of adventure - implied risk taking Abrasions and skinned knees	Supervised Risks are explained Flash lights in use Dedicated First aid area and First aider assigned

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Nature Talk	Presentation on Birds/Trees/Mamals	None	Bordem	Supervised
Morning Coffee	Early morning coffee around fire place	Low	Fire place Hot beverage	Supervised Controlled environment Facilitators serving Coffee & tea
Game drive	Game viewing on gameviewing vehicle in big 5 reserve	Low	Moving vehicle Dangerous game [free roaming]	Qualified guide Game viewing protocols Supervised *Activity away from camp - emergency medication to accompany
Eco-walk	Interpretive nature walk ±1hour, 900m	Low	Dust & Pollen allergies	Guided by facilitator Pathway - flat and well marked Slow stop and go walk Early Morning *Activity away from camp - emergency medication to accompany
African Mediatation	Dance - aerobic dance routine 45min	Low	Excercise	Supervised Dance to your ability Water point at activiy
Animal Trump card	Card game -played sitting down	None		Supervised activity
Adventure Challenge Course	Obstacle course, competitive activity, relay Log running Cargo net Table mountain Drain pipe Tyre run Wall 45 min activity	Medium	Activity take place on wooden obstacle course: Running is involved Risks: Fall - level falling no heights while running Risk: Ankle twisting - no more so than running up a flight of stairs Rope burns Grazed knees & elbows Risk: sunburn & dehidration	Supervised Activity can only be entered with closed running shoes Suntan lotion & hat compulsory Water break before and after activity Facilitator at every posted at every obstacle Team work, assistance required. First aid box at activity

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Arts & Craft	Stringing of beads Making Clay animals	Low	Slight change if learner would eat / chew on bead -to small for choking hazard Unknown allergy to pottery clay Dirty hands	Supervised activity
Waterworks	Mud pit - Fill leaking pipe	Low	Shallow water pit - muddy water Silicon based lining pity filled in water "Contaminated" water Slim chance of drowning	Supervised activity Silicon based mud Treated with HTH Dry out times & fresh water refill Max depth 30cm
Swimming pool	Swimming Pool	Low	Drowning Diving injury	Supervised Rules are clear: NO Diving/jumping NO dunking of others Limited numbers in pool at time Strict rules - non compliance -banned from pool
Tuckshop	Selling of cold-drinks and sweets	Low	Sugar rush Attracting bees	Warning on drinking from a can - bee alert. Open after mea times Limited sales to learners
Potjiekos Competition	Preparing food around camp fire	Med	Preparation with knives Fire Embers Hot pots	Supervised No learners handles fire or embers -supplied by facilitator Supervised handling of pot Instructions and constant coaching by facilitators around the campfire and cooking activity Burn shields in first aid pack Closed shoes at all times

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Bootup	Activity on grass area	Low	Slip and fall on grass	Supervised
Email	Activity passing balls	None	None	Supervised
Occtopus	Balancing ball on strings	None	Frustration	Supervised
Totem pole	Walking & Balancing on pole, 200mm above ground	Low	Grazed knee Twisting of ankle	Super Working as a team Rule: no jumping only stepping down allowed Activity at snails pace
Sand ski	Walking on planks - on grass area	Low	Falling down - while loosing balance Possible chafing by nylon ropes	Supervised Slow moving activity
Amazon crossing	Crossing flat surface on wooden planks	Low	Pinching fingers between wooden beam and floor Falling off wooden beam	Supervised Constant reminder/caution
Dodgeball	Trowing off ball at one another	Low	Falling on flat grass surface Standing on ball - twisting of ankle Struck by soft material ball in face	Supervised Use of a soft& light material ball Plastic ball prevent ankles twisting if stepped on.
Trafic Jam	Solving a sequential problem on chairs	None	Sitting down on chair, move to next chair	
Foot loose	Moving along on top of upright wooden posts, 100mm above ground	Low	Stepping off post Twisting ankle Grazed nee & hands	Supervised Group supported Slow moving activity

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Dry River Crossing	Crossing logs on flat surface, 200mm above ground	Low	Stepping off wooden post, handling and placing of wooden logs on top of one another Splinters from wooden beam	Supervised Slow moving activity Group support Wooden beams are check regularly fro splinters
Spiders web	Moving learners through pre selected spaces. Lifting and crawling through spaces to get to other side	Medium	Falling from being picked up - shoulder hight Put down on ground to fast or with feet still up Chafing on nylon rope	Supervised Handling and picking up precautions is part of the activities rules. Actions is stopped if. Not safe - activity cannot continue Group supported
Ice bear	Ballancing and placing of wooden beams on wooden islands 400mm above ground	Low	Loss of Balance Stepping off beam - twisting of ankle Bumping into wooden log if passed on to other learners	Supervised Group supported Falling is not completing activity - objective is to stay on at all costs
Bushveld sports	Save a smartie	Low	Choking hazard - small sweet picked up with mouth	Supervised
	3 legged race	Low	Falling on grass surface	
	Tennis relay	None	Getting tired	Water station at activity
	Wheelbarrow	Low	Strain on back mussles	Slow moving Easily to let go id too much strain
	Bag race	Low	Falling on grass surface	
	Egg relay	None	Dropping a tennis ball	
	Bicycle run	None		

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Water slides	Air inflated water slide	Low	Learners colliding with one another Water activity Sunburn Electrical powerpoint near water	Supervised Controlled access Suntan lotion compulsory Water proof powerpoint plugs
Strings attached	Placing of circle on target using rope	None	Standing in sun	Supervised Water bottles are a must when activities are in play Suntan lotion compulsory
Blind polly	Placing of balls on grass area while blind folded	Low	Walking blind-folded into objects	Supervised Learners assigned to prevent blindfolded person walking into objects Penalties for not taking care of team members
Chinese pyramids	Shuffling rubber tyres in sequence	Low	Picking up and placing rubber tyres on post Hands caught between tyre and post Heavy tyre strain on back	Supervised Activity Rule:Min number of learners on the lifting of larger tyres Cautioned on placing tyres
Volley Ball	Playing volley ball on washed river sand	Low	Sun burn - Dehydration Ball to the face	Supervised activity Water bottles and water breaks all the time
Ice braekers	Fun play full activities aimed at breaking the ice	None	None	Supervised
Movie Night under the stars	Watching Movie on grass area	None	Falling a sleep	Supervised
Shower Time	Showers	Low	Slip and fall Exposed if not wearing cloths to and from showers	Cautioned Camp rule: dress in shower facility -no towel wrapped bodies on way to showers

Activity	Details of Activity	Risk level	Potential risks Identified	Protocols & P.O.A.
Sleeping	Bunk beds - two levels	Medium	Falling from top bunk - while climbing steps on or off bed at night Playing on bunk beds	High restriction on top bunk sleeping - has to be taller than 1250mm Bed time monitored repeater warnings on not playing on bunk beds Rails on beds for prevention on rolling off while sleeping
Meals	Serving of meals	Low	Heated surfaces Hot water Washing of own cutlery - not clean	Supervised Adults dish up Controlled activity Water prepared by adults Inspection if cutlery is clean
Medication	List of learners on medication	High	Medication in possession of learners	All medication submitted to teachers Medication time managed and dispensed as per instruction by adult Only epipen & allergic medication kept on learner as per instruction Buddy system in case of emergency the buddy to respond and talk on behalf of affected learner

Activity	Details of Activity	Risk level	Potential risks Identified	Protocols & P.O.A.
Environment	Insects	Medium	Stings and bites	Name list of seriously allergic learners to stings and bites Buddy system in place Emergency Plan of action discussed with school and Camp management-SOP
	Wild life	Low	Campsite perimeter electrified, with perimeter breach alarm	SOP -when dangerous game is spotted - move to safe area away from fence Always is a group
	Dust & Pollen Alergies	Medium	Bushveld, Thatch roofs open areas	Name List of allergies Continuous check in on medication regime for those on medication
	Lightning	High	Lightning strike	All activities size with thunder in sky - move under roof area. Outside movement restricted
	Extreme Temperature	High	Heat exhaustion and or heat stroke	SOP & protocol in place, Cool areas, up hydration, review program, MONITOR learners
	Flooding	None	High lying area - no flood risk, no rives or dams in close proximity	Several alternative roads incase access roads are block by rivers in flood
Access controll	Access to campsite - Controlled	Low	Unauthorised access	List of day visitors required Gate locked only accessible with assigned remote
EVACUATION	Incase of Emergency Evacuation	High	Timing of evacuation Transport for evacuation Controlling numbers Collection point - safety	3 Sites to evacuate to 1 - Lodge 1km 2 St Camilus - school Rifilwe 4km 3 - Municipal Building Hammanskraal 6 km Protocols for emergency situations see Fire 3.3.3