

Risk assessment: Bushwalking – South Met Region Adventurous Activities Team

Activity or event being assessed:	Beginners Bushwalking Half Day – Joeys and Cubs		
Assessed by:	Campbell Wilson	Date:	02/02/2025
Consulted:	Amanda Buggy	Leader in Charge or Manager's name:	Campbell Wilson
Group, site or event name:	SM Region AA Team	Leader in Charge or Manager's Signature:	<i>Campbell Wilson</i>

L = Likelihood Almost Certain (A): Expected to occur during the activity Likely (B): Will probably occur during the activity Possible(C): Might occur during the activity Unlikely (D): Not likely to occur during the activity Rare (E): Exceptional circumstances.	C = Consequence Insignificant (1) : No injuries Minor (2): First aid treatment only Moderate (3): Medical treatment only Major (4): Long term illness or serious injury Catastrophic (5): Death or permanent disability <i>Hint: Select the most "realistic" consequence, rather than the "worst possible" consequence.</i>	Risk Level					
		<i>Consequence →</i>	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
		<i>Likelihood ↓</i>	Significant(S)	Significant(S)	High(H)	High(H)	High(H)
		Almost Certain (A)	Significant(S)	Significant(S)	High(H)	High(H)	High(H)
		Likely (B)	Moderate(M)	Significant(S)	Significant(S)	High(H)	High(H)
		Possible(C)	Low(L)	Moderate(M)	Significant(S)	High(H)	High(H)
Unlikely (D)	Low(L)	Low(L)	Moderate(M)	Significant(S)	High(H)		
Rare (E)	Low(L)	Low(L)	Moderate(M)	Significant(S)	Significant(S)		

Identify the hazards	Assess the risk	Mitigate the risk	Re-assess the risk	Assign responsibility	
Task or activity being assessed – step by step	Hazards associated with each task or activity	What is the risk level – Low, Moderate, Significant, or High	What reasonable steps are suggested to reduce the risk further? Are there any new hazards introduced?	Revised Risk Level (only proceed if risk level is acceptable)	Person responsible
All Activities COVID-19	<ul style="list-style-type: none"> Contracting COVID-19 Infected participant joins activity Infected staff member joins activity Contact transfer from equipment or other surfaces 	Moderate	<ul style="list-style-type: none"> Follow Scouts NSW operating procedures, policies and rules Keep attendance records/registers to allow for contact tracing 	Low	Activity Leader and Staff to; <ul style="list-style-type: none"> Ensure control measures are followed.

	<ul style="list-style-type: none"> Positive test (staff or participant) within 14 days of activity 		<ul style="list-style-type: none"> Activity leader and other staff to be familiar with COVID safe operating plan. Briefings to ensure participants understand requirements and participate within guidelines Maintain social distancing and mitigate risk of food handling contacts Use hand-sanitiser and/or provide soap and water where practical. Ensure first aid qualified staff are present at the activity Ensure a first aid kit is available 		<p>Participants to;</p> <ul style="list-style-type: none"> follow controls
<p>Working Outdoors/Pre Preparation</p>	<ul style="list-style-type: none"> Adverse/Extreme Weather Remote medical assistance 	<p>High</p>	<ul style="list-style-type: none"> Use experienced personnel and leaders, Continually monitor participants and self Carry first-Aid kit, PLB and phone Plan access and egress routes Carry maps and compass Notify relevant authorities/people of intended route and times and party details Wear appropriate attire for the activity 	<p>Low</p>	<p>Activity Leader to;</p> <ul style="list-style-type: none"> Assess site conditions on arrival Maintain awareness of weather conditions Plan access and egress routes Monitor participants, remind participants of

		High	<ul style="list-style-type: none"> • Carry PPE for weather changes i.e. rain jacket, hats, suitable layer of clothing. • Check participants medicine/allergy requirements • Monitor the weather leading up to the trip and check forecast prior to leaving • Change activity and/or location if weather conditions are not suitable or a trigger is reached 		<p>appropriate cautions and preventative action,</p> <ul style="list-style-type: none"> • Notify relevant persons • Ensure equipment is available <p>Participants to;</p> <ul style="list-style-type: none"> • follow controls
	Shared equipment faulty	High	<ul style="list-style-type: none"> • Check and test compasses • Check and test PLB • Check and test GPS 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure checks are completed
	Personal equipment faulty or inappropriate	High	<ul style="list-style-type: none"> • Check participants personal equipment • Compile a packing list 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Check participants have appropriate and working personal equipment • Run a mandatory packing night
	Slips, Trips, Falls	High	<ul style="list-style-type: none"> • Carry first-aid kit, PLB, and phone 	Low	<p>Activity Leader to;</p>

			<ul style="list-style-type: none"> • Wear appropriate attire for the activity • Monitor the weather leading up to the trip and check forecast prior to leaving • Change activity and/or location if weather conditions are not suitable or a trigger is reached 		<ul style="list-style-type: none"> • Assess site conditions on arrival • Maintain awareness of weather condition • Monitor participants, remind participants of appropriate cautions and preventative actions Participants to; <ul style="list-style-type: none"> • Follow controls
	Hypothermia	High	<ul style="list-style-type: none"> • Carry first-aid kit, PLB and phone • Plan access and egress routes • Wear appropriate attire for the activity • Carry PPE for weather changes, i.e. rain-jacket, hats, suitable layers of clothing • Monitor the weather leading up to the trip and check forecast prior to leaving • Change activity and/or location if weather 	Low	Activity Leader to; <ul style="list-style-type: none"> • Maintain awareness of weather condition • Monitor participants, remind participants of appropriate cautions and preventative actions. Participants to;

			conditions are not suitable or a trigger is reached		<ul style="list-style-type: none"> follow controls
	Cuts, Bites, Stings	High	<ul style="list-style-type: none"> Carry first-Aid kit, PLB, and phone Wear appropriate attire for the activity Carry PPE for weather changes, i.e. rain-jacket, hats, suitable layers of clothing 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> Ensure equipment is available. <p>Participants to;</p> <ul style="list-style-type: none"> follow controls
	Injured (sprain, strain, blisters)	High	<ul style="list-style-type: none"> Carry first-Aid kit, PLB, and phone Stick to walking trails where possible Cautious approach when off track Don't carry too much Proper footwear 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> Ensure equipment is available. <p>Participants to;</p> <ul style="list-style-type: none"> Follow controls
	Party lost/Participants lost	High	<ul style="list-style-type: none"> Use experienced personnel and leaders, Continuously monitor participants and self Carry first-Aid kit, PLB, GPS, and phone Prepare navigation plan Plan access and egress routes Carry multiple maps and compasses 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> Maintain awareness of weather condition Plan access and egress routes. <p>Participants to;</p> <ul style="list-style-type: none"> Follow controls
	<ul style="list-style-type: none"> Sunburn Dehydration 	Medium	<ul style="list-style-type: none"> Use sunblock ensure participants take drinking water 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> Maintain awareness

			<ul style="list-style-type: none"> • Look for shade areas • Carry first-Aid kit, PLB and phone • Continuously monitor participants and self 		<p>of weather condition</p> <ul style="list-style-type: none"> • Monitor participants, remind participants of appropriate cautions and preventative actions. <p>Participants to;</p> <ul style="list-style-type: none"> • Follow controls
Assessment of Participants	<ul style="list-style-type: none"> • Fitness • Exhaustion/Fatigue • Ability (or lack of) • Shock/Nervousness/Anxiety/Panic • Mental Stability • All abilities participants • Horseplay (pushing, tripping, etc) • Personal injuries (see section below) 	Medium	<ul style="list-style-type: none"> • Continuously monitor participants during activity, provide encouragement and support • Ensure necessary support is available for participants as required • Adjust activity and/or activity duration • Provide instruction and assistance • Rotate team member duties throughout the activity to minimize risk of fatigue and complacency 	Low	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control measures are followed and to plan for additional assistance if required
	Expectations of activity not understood	High	<ul style="list-style-type: none"> • Participants to be actively engaged in planning 	Medium	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control

			<ul style="list-style-type: none"> • Provide explanation and instruction of terrain and conditions 		measures are followed
	<p>Medications - Failure to bring or take</p> <p>Allergies</p> <p>Medical conditions i.e. Epilepsy, asthma, diabetes, heart conditions</p>	High	<ul style="list-style-type: none"> • Review medication information obtained from activity notification forms • Onsite discussions and briefings • Check participants medicines/allergies, including Anaphylaxis treatments (i.e. EpiPen) • Remind participants to take any necessary medications 	Medium	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control measures are followed and to plan for additional assistance if required
Emergency Situation/Response	<p>Injury</p> <p>Fatality</p> <p>Panic (i.e. Anxiety)</p> <p>Chaos</p> <p>Delayed medical assistance</p> <p>Bushfire/flooding</p>	High	<ul style="list-style-type: none"> • For police, fire and ambulance, call '000' • Apply DRSABCD process • Follow site emergency and evacuation procedures • A communication system is available i.e. A mobile phone, radio or PLB • Check for dangers to self before helping others • Maintain control of the area and stabilize the situation • Apply first-aid to the injured person • Complete an incident report • Trained first-aid providers on site 	Moderate	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control measures are followed

			<ul style="list-style-type: none"> • A reliable means to contact emergency services is available • Falls rescue plan implemented for the site • Use an escape route if needed • In pre-activity briefing include general procedures and processes in the event of an emergency • Ensure staff know what their role is and what tasks they need to carry out • Monitor incident scene and use all available means to assist casualty • Ensure medical condition of participants is known prior to activity commencement • Ensure participants bring required medications and use at correct times 		
	Anaphylaxis	High	<ul style="list-style-type: none"> • Ensure medical condition of participants is known prior to activity commencement • Ensure participants bring required medications and use at correct times 	Moderate	Activity Leader to; <ul style="list-style-type: none"> • Ensure control measures are followed
	Diabetic Incident	High	<ul style="list-style-type: none"> • Ensure medical condition of participants is known 	Moderate	Activity Leader to; <ul style="list-style-type: none"> • Ensure control

			<p>prior to activity commencement</p> <ul style="list-style-type: none"> • Ensure participants bring required medications and use at correct times 		<p>measures are followed</p>
	Asthma Attack	High	<ul style="list-style-type: none"> • Ensure medical condition of participants is known prior to activity commencement • Ensure participants bring required medications and use at correct times 	Moderate	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control measures are followed
	Other Injury or shock	High	<ul style="list-style-type: none"> • Ensure medical condition of participants is known prior to activity commencement • Ensure participants bring required medications and use at correct times 	Moderate	<p>Activity Leader to;</p> <ul style="list-style-type: none"> • Ensure control measures are followed

<p align="center">List Location Specific Risks Identified During Your Site Assessment</p> <p align="center">Assess The Risks and List the Control Measures for those Unanticipated Hazards</p>					

Risk Assessment Staff Acknowledgement

To be signed by – All persons OAS Stage 5 and above with an active role in the activity, other adult leaders and adult helpers.

I have read the risk assessment (including any amendments) and understand the hazards, risks, controls, and safety rules that apply to this activity.

I have been provided with a site-specific induction prior to beginning this activity and understand what is expected of me.

Name	Formation	Activity Role	Signature