

18.1 WHS Risk assessment form (5x5 for Leaders of Adults)

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| Activity or event being assessed: | Ella's Adventurous Journey | | |
| Assessed by: | Ella Burakowski | Date: | 2-DEC-2023 |
| Consulted: | Michelle Burakowski & Jonathan Polis | Leader in Charge or Manager's name: | Simon McLeod |
| Group, site or event name: | 1 st Kellyville Scouts, Ella's Adventurous Journey | Leader in Charge or Manager's Signature: | |

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|---|---|----------------------|---------------------------|-------------------|---------------------|---------------------|-------------------------|
| 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> | Almost Certain (A) | Likely (B) | Possible(C) | Unlikely (D) | Rare (E) |
| | | Significant(S) | Significant(S) | High(H) | High(H) | High(H) | |
| | | Moderate(M) | Significant(S) | Significant(S) | High(H) | High(H) | |
| | | Low(L) | Moderate(M) | Significant(S) | High(H) | High(H) | |
| | | Low(L) | Low(L) | Moderate(M) | Significant(S) | High(H) | |

| 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 any new hazards introduced? | Revised Risk Level (only proceed if risk level is acceptable) | Person responsible |
|--|--|---|--|---|---|
| Camping at Scout Hall | Injury | high | <ul style="list-style-type: none"> Observe safety procedures at scout hall and advice from Group Leader | Moderate | Lead, participants |
| Camping | Injury, poisoning | High | <ul style="list-style-type: none"> Choose appropriate camp site locations away from hazards Assess campsite for hazards and advise participants Ensure food is stored correctly Store gas cylinders outside sleeping zones | Significant | Lead, participants |
| Hiking | Physical injuries such as cuts, bruises, blisters, or strained muscles | Significant | <ul style="list-style-type: none"> Check National Park alerts prior to hiking and research local wildlife (e.g. snakes & spiders) to ensure awareness of possible dangers. Give participants a briefing expected hazards along the route At least one participant will have first aid training Ensure that participants are using hiking gear such as appropriate clothing and shoes All participants bring a personal first aid kit, where bandaged can be applied to any injuries | Moderate | Lead to check & brief participants Participants to follow guides |

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| Hiking | Dehydration and malnutrition | High | <ul style="list-style-type: none"> ● Assist participants in meal planning to ensure adequate food is brought. ● Make sure that participants bring sufficient water & water containers ● Know where water supply locations are and mark these on the route map ● Bring water purification items (e.g. tablets) ● Bring extra food ● Schedule adequate food and water breaks along route ● Monitor myself and all participants for signs | Low | Lead, participants |
| Hiking | Bad Weather (rain, storms, bushfires) | High | <ul style="list-style-type: none"> ● Check forecast a week before the event and evaluating if the terrain and weather will be safe for hiking ● Check storm & fire warnings before leaving ● Cancel hike if conditions are unsuitable ● Make sure participants bring and wear appropriate wet weather gear ● Monitor weather and alerts during the hike ● Plan emergency evacuation routes | Low | Lead to check and brief participants to follow guidelines |
| hiking | Hot Weather (sunburn, hyperthermia) | Medium | <ul style="list-style-type: none"> ● Participants advised to bring a wide brimmed hat and sunscreen ● Stop in shade areas when possible ● Schedule breaks in route plan ● Ensure participants carry enough water and are drinking water ● Ensure participants wear layers of clothes that can be warm or cool as needed ● Monitor myself and all participants for signs | Low | Lead, participants |
| Hiking | Hypothermia (cold) | High | <ul style="list-style-type: none"> ● Check weather and alerts prior to hike and advise participants of expected temperatures ● Ensure participants have the right gear for the temperatures - tents, sleeping bags, warm clothing for both day and night ● Each participant to carry extra space blankets ● Plan emergency access and evacuation routes ● Monitor myself and all participants for signs | Low | Lead, participants |
| Hiking | Getting Lost | High | <ul style="list-style-type: none"> ● Patrol to carry mobile phones and Personal Satellite Tracker to ensure that the group can be located in case of emergency | Low | Lead, participants |

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|--|---|---|--|---|--------------------|
| | | | <ul style="list-style-type: none"> ● Each participant to carry own map, compass, first aid and survival kit ● Hike lead to regularly check GPS location against route in mobile navigation app ● Know the locations of emergency routes and access points ● Participants to use buddy system ● Notify authorities of plans (dates, times, route) and participants ● Regular check-in with supervising leader of current location | | |
| Hiking | Fatigue, Known medical conditions, Mental state | High | <ul style="list-style-type: none"> ● Allow extra time each day above the expected hike time ● Use the buddy system ● Slowest person at the front ● Monitor participants in scheduled rest breaks (one on one rather than the whole group) ● All participants to carry extra trail mix ● Stronger patrol members to carry some gear if needed ● Provide encouragement ● Check medical conditions with participants before the hike ● Remind participants to take medication ● Notify hike supervisor of participants medical requirements | Low | Lead, participants |
| Walking on roads | Hit by car | High | <ul style="list-style-type: none"> ● Plan hike to avoid roads where possible ● Plan hike to cross roads at designated crossings ● Make a note of sections of hike that travel along roads ● Advise participants of known roads and crossings ● Walk along footpath, wide shoulders and allocate participants to watch for traffic in each direction ● Participants to follow road rules | Low | Lead, participants |
| Emergency Situation | Injury, Panic, Shock | High | <ul style="list-style-type: none"> ● Follow DRSABCD ● Call '000' for emergency support ● Know emergency access and evacuation points ● At least one participant to be trained in first aid ● Carry mobile phones, and personal location beacon with backup batteries | Low | Lead, participants |
| Transport via train, bus, ferry | Injury, drowning | High | <ul style="list-style-type: none"> ● Follow rules and guidelines of transport operators | Moderate | Lead, participants |