

Flying Fox Risk Management Plan

Lutanda Mt Victoria



School: _____ Year: _____ Dates: _____

Program: _____ Supervising Staff: _____

Activity Context

Flying Fox at Lutanda Mt Victoria involves Climbing a purpose-built pole up to the flying fox launch point and stepping off a platform once clipped in by an instructor. Flying Fox is a fun and challenging activity designed to place participants in limited control of a descent from a height. Flying Fox helps participants face fears, take responsibility, develop confidence and improve communication.

Leader to Participant Ratios

For all groups with participants under 17yo:
Group is required to have responsible adult supervising to help maintain ratios

For groups 12 and older:
1 leader to 17 participants

For groups 8-11yo:
1 leader to 17 participants

Higher ratios may be required depending on differing group requirements or circumstances

Participation Requirements

Participants require no prior experience, however, are to be adequately fit & able to participate safely in the activity and able to follow instructions

For safety, jewellery is to be removed and long hair tied back

Maximum Weight: 110kgs

Minimum Age: 8yo

Pregnant women are restricted from participating in this activity. Further restrictions may apply

Equipment

Participants are required to wear/have the following:

- Sun protection (sunscreen, shirt etc.)
- Closed toe footwear
- Pants or knee length shorts
- Adequate water
- Any medication required

The following personal protective equipment is provided and must be worn by participants:

- Harnesses (for any person on Flying Fox)
- Helmets (while on fox or underneath it)

Activity Facilitators

Activity Facilitators are trained and signed off as competent to run activity by Activities Manager

Activity Facilitators hold current first aid and CPR certificates

Emergency

Flying Fox is conducted on site and first aid is located nearby
Ambulance time is 8 minutes

Activity Facilitators carry the following equipment:

- First Aid Kit
- UHF Radio

Risk Management Plan

Risk Description	Existing Control Measures	Risk Rating
------------------	---------------------------	-------------

Lutanda: Life Changing Experiences

Flying Fox Risk Management Plan – Lutanda Mount Victoria

		Likelihood	Consequence	Control Effectiveness
<i>Flying Fox Specific – Risk factors specifically associated with the activity of Flying Fox at Lutanda Mt Victoria</i>				
Fall from height <ul style="list-style-type: none"> By participant 	<ul style="list-style-type: none"> Flying Fox pole off limits to participants without Activity Facilitator supervising Participants attached to safety line when climbing the ladder up until they are attached to the flying fox Participants wear safety harnesses while on the Flying Fox Equipment protected from sharp edges with protective equipment Equipment rated and maintained for loads well above actual load placed upon it Access to pole restricted by removal of ladder 	Rare	Catastrophic	Satisfactory
Slipping/Tripping Around the activity area	<ul style="list-style-type: none"> Flying Fox area kept free of sticks etc. 	Possible	Minor	Satisfactory
Cutting/Scratching On equipment, trees etc.	<ul style="list-style-type: none"> Flying Fox equipment and area regularly monitored for sharp edges etc. maintained as required Bolts etc. within reach cut back so as not to stick out 	Possible	Minor	Satisfactory
Impact Landing on ground too hard	<ul style="list-style-type: none"> Participants briefed on and proper way to descend Flying Fox prior to using Flying Fox themselves Activity Facilitator provides instruction during Flying Fox session to help placement of feet 	Possible	Minor	Satisfactory
Collision Of participant on the flying fox with participants or observers on the ground	<ul style="list-style-type: none"> Instructor has good view of the entire flying fox from the platform Instructor won't let the participant leave the platform until the area under the flying fox is clear Safe waiting areas described during briefing Supervising adult to remind participants of safe waiting areas 	Unlikely	Moderate	Satisfactory
Entanglement <ul style="list-style-type: none"> Jewellery Hair Loose Clothing Scarves etc. Fingers 	<ul style="list-style-type: none"> All loose clothing, jewellery and other objects that may become entangled are to be removed for the activity Long hair is to be tied back for the activity Participants briefed on where to place hands on away from equipment 	Unlikely	Moderate	Satisfactory
Chafing Caused by harness rubbing on skin	<ul style="list-style-type: none"> List of appropriate clothing provided to group prior to camp Participants asked to change into appropriate clothing prior to activity to prevent harness resting on skin 	Unlikely	Minor	Satisfactory
Wire Burn Caused by participant holding Flying Fox guide wire	<ul style="list-style-type: none"> Participants to be briefed on where to hold on while using the Flying Fox Participants suspended low enough to prevent them from reaching the wire 	Unlikely	Moderate	Satisfactory
<i>People – Risk factors associated with the people using the activity</i>				
Participant Behaviour Inability or decision to not follow directions or cooperate	<ul style="list-style-type: none"> Clear behaviour expectations set at start of activity sessions Encouraging supportive environment Maintaining supervision Outline consequences of inappropriate behaviour Removal of individual from activity or cancellation of activity 	Unlikely	Major	Satisfactory
Participant Ability Unable to complete activity due to: <ul style="list-style-type: none"> Fear / Anxiety Complacency / Overconfidence Physical Ability 	<ul style="list-style-type: none"> Supportive environment encouraged Participants briefed according to age, ability, experience Participation is based on meeting requirements Demonstration of understanding and/or skills must be shown prior to undertaking activity Participants are guided through activity supportively by Activity Facilitator Activities are challenge by choice - participants are positively challenged but not forced to participate in activity 	Likely	Minor	Satisfactory
Activity Facilitator Unsafe practices leading to an injury to a	<ul style="list-style-type: none"> Activity Facilitators must follow Standard Operating Procedures at all times Activity Facilitators are trained and signed as competent, by a qualified Activities Instructor with 6 years 			

Lutanda: Life Changing Experiences

Flying Fox Risk Management Plan – Lutanda Mount Victoria

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
participant caused by: <ul style="list-style-type: none"> Poor supervision by Activity Facilitator 	<ul style="list-style-type: none"> experience in High Ropes Courses Vigilant supervision always required by Activity Facilitators Leader personal protective equipment and emergency equipment available at all activity sessions Communication equipment available readily at activity sessions 	Unlikely	Major	Satisfactory
Group Leader Unsafe practices including: <ul style="list-style-type: none"> Poor supervision by group leaders 	<ul style="list-style-type: none"> Groups briefed on requirement to provide competent person supervising participants under 16 years old prior to camp and activities Activity Facilitators will stop or cancel activity without adequate supervision from Group Leader 	Unlikely	Major	Satisfactory
Observers Injury to... Guests or others observing activity while it is running	<ul style="list-style-type: none"> Flying Fox landing area kept clear, all waiting participants are at top end of Flying Fox Observers not allowed to participate in activity without activity briefing 	Unlikely	Major	Satisfactory
Unsupervised Users Injury to...Guests on site when activity is not running; Members of public accessing camp land (unauthorised)	<ul style="list-style-type: none"> Groups briefed on not using facilitated activities without Activity Facilitators Ladders & ropes removed from course when not in use, locked Activity equipment locked away when not in use 	Unlikely	Major	Satisfactory
Equipment – Risk factors associated with the equipment used for the activity				
Structure Failure Safety of the Flying Fox pole and anchors	<ul style="list-style-type: none"> Flying Fox built by advanced rigger Regular inspections of structure and anchors performed by activity staff Yearly inspections by external assessor performed 	Rare	Catastrophic	Satisfactory
Equipment Failure Due to improper use, faulty / damaged equipment Hardware and personal protective equipment	<ul style="list-style-type: none"> Activity Facilitators trained in selection, use, inspection, care & maintenance of activity equipment Activity Facilitators perform check of equipment prior to each activity Participants briefed on proper use of equipment All equipment clearly stored and labelled for activity intended for Equipment regularly inspected and maintained Equipment stored, maintained and retired according to manufacturer instructions Equipment used certified by manufacturer as suitable for use 	Rare	Major	Satisfactory
Environment – Risk factors associated with the environment including weather				
Exposure to UV rays Causing sunburn	<ul style="list-style-type: none"> Shaded areas available at activity for most parts of day Sun smart strategies are encouraged 	Possible	Minor	Satisfactory
Exposure to Heat Causing dehydration, heat stroke etc.	<ul style="list-style-type: none"> Shaded areas available at activity for most parts of day Sun smart strategies are encouraged Participants are encouraged to drink water, carry water bottles Guests are briefed on location of water filling locations on arrival Activities modified / cancelled if necessary or alternative activities arranged 	Unlikely	Moderate	Satisfactory
Cold / Wet Weather Causing hypothermia etc.	<ul style="list-style-type: none"> Weather conditions regularly monitored for adverse conditions Participants briefed on wearing suitable protective clothing Activities modified / cancelled if necessary or alternative activities arranged 	Rare	Moderate	Satisfactory
Lightning Strike	<ul style="list-style-type: none"> Weather conditions regularly monitored for adverse conditions Activities delayed / cancelled during lightning storm, participants moved to safe area Activities modified / cancelled if necessary or alternative activities arranged 	Rare	Catastrophic	Satisfactory

Flying Fox Risk Management Plan – Lutanda Mount Victoria

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
Injury or Allergic Reaction caused by organism	<ul style="list-style-type: none"> • Groups briefed on arrival on appropriate actions for sighting/be bitten by snakes • Activity area regularly monitored for organisms commonly causing allergic reaction and treated accordingly • Suitable medication and first aid to be readily available (user group must provide first aid e.g. Epipen) • Activity Facilitators have first aid training and carry first aid kits • Communication equipment readily available • Medical assistance within 15 minutes 	Unlikely	Major	Satisfactory
Injury caused by contact with natural features	<ul style="list-style-type: none"> • Regular checks of activity area carried out and appropriate maintenance performed (sticks removed etc.) • Participants briefed on safe areas • Arborist inspects trees for potential falling limbs 	Unlikely	Minor	Satisfactory

Risk Ratings

This risk assessment is measured according to the following risk ratings:

Likelihood Ratings

Likelihood is the description of the probability and frequency. The likelihood of the risks occurring as outlined in Lutanda Mt Victoria risk management plans is determined after the control measures have been implemented.

Score	Description	Broad description of frequency	Time framed description of frequency
1	Rare	The event may occur, but only in highly exceptional circumstances	Not expected to occur for years
2	Unlikely	Could occur at some time	Expected to occur at least annually
3	Possible	Might occur at some time	Expected to occur at least monthly
4	Likely	Will probably occur in most circumstances	Expected to occur at least weekly
5	Almost certain	Is expected to occur in most circumstances	Expected to occur at least daily

Consequence Ratings

The outcome of an event or situation expressed qualitatively or quantitatively, being the human impact, damage to infrastructure, disruption to public or financial loss.

Score	Description	Injury or impact details
1	Insignificant	Little or no injury requiring no medical attention; Minimal impact on environment; Insignificant adjustments to program; Insignificant damage to property, normal wear; Some difficulty in retaining competent staff; Expected running costs incurred
2	Minor	Minor injuries requiring first aid / some medical attention; Minor impact to plants / animals, no disruption to ecosystems; Rescheduling / replacement of program activities to client satisfaction; Damage requiring small repairs, low cost; Some difficulty in attracting, developing, resourcing and retaining competent staff; Minor costs incurred (<\$250)
3	Moderate	Serious injuries requiring hospitalisation / ongoing medical attention; Ecosystem / landscape self repairs within 12mo; Significant disruption / cancellation of program events; Damage requiring moderate repairs or replacement, moderate cost; Significant difficulty in attracting, developing, resourcing and retaining competent staff; Moderate costs incurred (<\$1,000)
4	Major	Injuries that are life threatening or causing long term disability; Ecosystem / landscape self repairs within 36mo; Program disruption causing loss of program; Damage requiring high cost/projects for repair/replacement; Guest experience and program is majorly affected by lack of competent staff; Major costs incurred (<\$15,000)
5	Catastrophic	Fatality; Irrecoverable loss of ecosystem / landscape; Program disruption causing broad loss of reputation; Massive damage, significant replacement of infrastructure required; Programs unable to be fulfilled due to lack of competent staff; Massive costs incurred (>\$15,000)

The consequence of an incident occurring may vary greatly depending on the individual circumstances of each incident.

Example – A student trips and falls – a detailed analysis of falls might show that although falls occur weekly, more serious injuries from falls only occur once or twice a year. In the main most of the other falls have relatively minor outcomes. Therefore the incident could be scored either according to the severity of the actual outcome, or according to the most likely or typical outcome for that type of incident.

Both approaches are valid, however to ensure consistency Lutanda Mt Victoria has adopted an approach to record the most likely or typical outcome for all incidents.

Risk Rating Matrix

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk to determine if further treatment is required.

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
1 - Rare	1	2	3 Exposure to cold	4 Harness trauma, equipment failure	5 Fall from height, lightning strike, structure failure
2 - Unlikely	2	4 Falling object, injury from environment, chafing	6 Entanglement, exposure to heat	8 Injury to observers, unsupervised persons, participant behavior, unsafe activity facilitator, participant ability, group leader, allergic reaction	10
3 - Possible	3	6 Slipping, cuts, impact injury, rope burn, inverting, UV exposure	9	12	15
4 - Likely	4	8	12	16	20
5 - Almost certain	5	10	15	20	25

Risk Treatment

1-4 Low Risk

- Risk does not generally need to be managed any further (current controls are adequate), however the risk needs to be monitored for changes in circumstances and current control effectiveness.
- Risk generally may be accepted.

5-9 Medium Risk

- Risk needs to be regularly monitored for any changes and control/treatment effectiveness.
- Risk may be accepted after consideration.

10 -14 High Risk

- Risk is unacceptable, risks must be further treated or removed to bring rating to medium
- Risks are to be re-assessed by Activities Manager

15+ Extreme Risk

- Unacceptable risk, urgent attention is required to treat or remove risks
- Management to consider elimination of activity

Risk Assessment Conducted by: *Luke Willersdorf* Position: *Activities & Hosting Manager, Lutanda Mt Victoria*
Date of Risk Assessment: *19th May 2013* Date of Review: *May 2014*
Document Revision: *Version 1*

Risk Assessment Conducted by: *Tim Legge* Position: *Activities & Hosting Manager, Lutanda Mt Victoria*
Date of Risk Assessment: *2nd April 2015* Date of Review: *April 2016*
Document Revision: *Version 2*

Risk Assessment Conducted by: *Tim Legge* Position: *Centre Manager, Lutanda Mt Victoria*
Date of Risk Assessment: *21st October 2016* Date of Review: *October 2017*
Document Revision: *Version 3*

Risk Assessment Conducted by: *Jemima Robinson* Position: *Activities and Hosting Manager, Lutanda Mt Victoria*
Date of Risk Assessment: *21st December 2017* Date of Review: *December 2018*
Document Revision: *Version 4*

Risk Assessment Conducted by: *Thomas Austin* Position: *Outdoor Education Manager, Lutanda Mt Victoria*
Date of Risk Assessment: *24th January* Date of Review: *January 2020*
Document Revision: *Version 5*