|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity** | **Kayaking** | | | | | | |
| **Activity Description** | Experience kayaking in slow moving water | | | | | | |
| **Activity Site** | Camp Adair | **Water**: | Camp Adair | **Toilets**: | Camp Adair | | |
| **Instructor Requirements** | * Can manage entire group effectively * Can competently handle all required equipment including proper kayaking technique * Knows, obeys, teaches and enforces safety procedures * Can teach, engage and provide positive outcomes to a range of groups | | | | | Instructor Level: | **2** |
| **Participant Competencies** | * Can understand and follow activity safety rules * Is appropriately dressed, Warm clothes and closed toe shoes * Under 120kg | | | | | | |
| **Communications** | UHF Radio | | | | | | |
| **Policies / Ratio** | 1 : 12 | | | | | | |
| **Weather Factors** | Cease activity if river is to high | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Site Specific Hazard** | | **Severity** | **Potential** | **Management of Hazard** | | | | **Result** |
| Drowning | | **H** | **H** | Ensure that group members are properly briefed on boundaries and wearing appropriate helmets and buoyancy aids before entering water. | | | | **M** |
| Slippery steps and bank when descending to the water | | **M** | **M** | Ensure that clients are aware of the footing and proceed with caution. | | | | **M** |
| **Activity Specific Hazard** | | **Severity** | **Potential** | **Management of Hazard** | | | | **Result** |
| Client getting feet cut or abraded on rocks in river bed | | **L** | **M** | Ensure clients wear closed toe shoes at all times | | | | **M** |
| Client being hit by another kayak or paddle | | **M** | **M** | Instructor to ensure that all clients are wearing helmets and manage use of equipment at all times. | | | | **M** |
| Damage to equipment | | **M** | **M** | Instructor to ensure all equipment is being used correctly and brief group on proper equipment care.  \*Don’t throw or drop helmets  \*Don’t stand on rope | | | | **M** |
| Non-kayaking participants wandering off or misbehaving | | **M** | **L** | Instructor is to keep control of the whole group throughout the activity and keep group in sight, or with another member of staff at all times. | | | | **E** |
| ***Severity & Potential:*** | *L = Low, M = Medium, H = High* | | | |  | ***Result****:* | *I = Isolates Hazard, M = Minimizes Hazard, E = Eliminates Hazard* | |

**Emergency Procedures:**

1. **Halt Activity**
2. **Gather group together in a safe place; away from incident but insight**
3. **Assess the situation; do not enter a situation that could cause harm to you as the rescuer.**
4. **Provide 1st Aid**
5. **Contact senior staff OR send at least 2 people to get help.**

**If required call 111 then contact manager ASAP**