




ADVENTURE ACTIVITIES RISK ASSESSMENT AND CONTROL RECORD

This Risk Assessment shall be reviewed at least every 2 years, upon identification of any new risks or whenever there is a related incident or change in the task, process or activity which may alter risks

PART A - ACTIVITY DETAILS			
Name of activity:		Risk Assessment Number:	
Catapult Challenge		YMCA-AA-RAL04	
Activity Scope:		ACTIVITY RISK RATING	
Chariot Building is a fun, competitive team building activity that encourages participants to work together to build a chariot and then manoeuvre it through a course. The groups and construct chariots made out of basic materials.		Overall Risk Level (without Controls)	Overall Risk Level (with Controls)
		Medium	Low
Equipment / Facility Requirements:	Supervision Requirements:		Activity Leader Qualification Requirements:
Program staff safety equipment, wooden poles, ropes for lashing and cones for marking course	Supervision of active participants	1 Outdoor Leader	YMCA Internal Training and current first aid
	Supervision of non-active participants	1 responsible person (e.g. Teacher)	
Prepared By:	In Consultation with:	Issue Date:	Next Review Date:
Lynda Aldridge	Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson	1-Jan-2024	31-Dec-2026
WHS Advisor	Group Manager		
Michael Schablon	Michelle Stanton		
Reference Information: (e.g. manufacturer's instructions, operating manuals, industry information, Company Policies, CoP, Standards, Regulations)		Supporting Documentation: (e.g. Work Instruction, SWP, Guidelines, Manuals, Inspection Checklists, Training Records, Signage)	
Australian Adventure Activity Standard & Core Good Practice Guide (GPG)		Master Adventurous Activity Risk Assessment and Control Record Catapult Challenge Standard Operating Procedures Equipment Inspection, routine Equipment Inspection, annual iAudit Training records	

RISK ASSESSMENT MATRIX		Consequences					
		A – Insignificant Near miss or limited harm not requiring first aid	B – Minor Injury or illness requiring no medical treatment with no lost time and minor incidents	C – Moderate Compensable physical or phycological injury with > 7 days off.	D – Major Serious Injury resulting in permanent impairment / long term rehabilitation	E – Extreme Death, multiple serious injuries.	
Likelihood	5-Almost Certain Is expected to occur again either immediately or within a short period of time (likely to occur most weeks or months)	MEDIUM	HIGH	HIGH	HIGH	HIGH	
	4-Likely Will probably occur in most circumstances (several times a year)	LOW	MEDIUM	MEDIUM	HIGH	HIGH	
	3-Possible Probably will occur at some time (may happen every 1-2 years)	LOW	LOW	MEDIUM	MEDIUM	HIGH	
	2-Unlikely Possibly to occur at some time in 2-10 years	LOW	LOW	LOW	MEDIUM	MEDIUM	
	1-Rare Unlikely to occur only in exceptional circumstances (may happen every 10 – 20 years)	LOW	LOW	LOW	LOW	MEDIUM	
RISK CONTROL HEIRARCHY							
Proactive		Level 1	Elimination - Can risks be removed, repaired, outsourced or otherwise eliminated?				
		Level 2	Substitution - Can risks be reduced through substituting the hazard or process with a safer alternative?				
			Isolation - Can risks be reduced through isolating the hazard from possible contact with workers or patrons?				
			Engineering - Can risks be controlled through engineering means or structural / equipment modification?				
		Level 3	Administration - Can risks be controlled through training, supervision and / or signage?				
Personal Protective Equipment - Can risks be controlled through the use of personal protective equipment?							
Reactive		Level 4	Emergency Response - Can risks be reduced through the provision of special / additional emergency response equipment and/or procedures? (measures in addition to standard First Aid kits, First Aid personnel, Fire Safety Installations, Fire and Evacuation Plans, training and drills)?				

PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
<i>What is the source of the Risk?</i>	<i>How can a person be injured?</i>	<i>What are the expected injuries / illness?</i>	L	C	R	<i>What will reduce the likelihood or consequences?</i>	<i>Who is responsible for implementing the control measure?</i>	L	C	R
Environment – hazards and risks associated with the Environment.										
Uneven ground	Slip trips and falls	Abrasions, contusions, lacerations, fractures, concussions	3	B	L	• Select a suitable area for the activity based on chosen equipment and group	Outdoor Leader	2	A	L

Please refer to Master Risk Assessment for Adventurous Activities for generic risk assessment and controls

PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
People – List all hazards and risks associated with People.										
Manual Handling	Repeated, sustained or high force, sustained awkward	Sprains, strains, contusions and lacerations	4	C	M	• Instruct participants to follow correct manual handling techniques when carrying construction, including communication with team	Outdoor Leader	3	B	L

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PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
Logistics & Equipment – List all risks associated with Logistics and Equipment.										
Poles or logs	Failure to adhere to correct use and carrying procedures resulting in person being hit by a pole or log	Abrasions, contusions, lacerations	4	B	M	• Brief participants on correct carrying and of any poles or logs longer than their height, one participant to carry each ends	Outdoor Leader	2	B	L
Projectiles	Being struck by objects or elastic bands	Minor abrasions, contusions, lacerations	3	A	L	• Brief participants on danger and exclusion zones during activity • Brief participants on positioning of hands and use of elastic slingshot	Outdoor Leader	2	A	L
	Overpowered launch leading to unexpected results	Minor abrasions, contusions, lacerations	2	B	L	• Brief participants on how to launch projectile and supervise to ensure excessive force is not used	Outdoor Leader	2	A	L
Targets	Poorly positioned targets	Minor abrasions, contusions, lacerations	3	B	L	• Ensure targets are positioned in suitable location and taking into consideration other site users to avoid projectiles cuasing damage or injury	Outdoor Leader	2	B	L
Construction	Collapse of construction	Minor abrasions, contusions, lacerations	3	B	L	• Check materials prior to activity to ensure in good condition • Assess construction prior to use, ensure structural integrity and safety to reduce risk of structural failure during operation	Outdoor Leader	2	B	L

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