

Highland Home Christian Camp – **RISK ANALYSIS & MANAGEMENT SYSTEM**

**Activity/Situation: BUSHWALKS/LOOKOUT TRACK/GLOWWORMS**

**This Form Reassessed and Printed: Thursday, February 12, 2015**

**Location: Pohangina Valley.**

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<b>RISKS</b>	<b>Accident, injury other forms of loss.</b>	Stress/anxiety Getting lost Hypothermia Sunstroke/sunburn Exhaustion Wasp or Bee sting & consequent complications Physical injury especially to feet and legs Head injury/lacerations Sprains/breaks Electric shock (Farm fences) Tripping, Slipping, Branches		
<b>CASUAL FACTORS</b>	<b>Hazards, Perils, Dangers</b>	<b>PEOPLE</b>	<b>EQUIPMENT</b>	<b>ENVIRONMENT</b>
<b>RISK MANAGEMENT STRATEGIES</b>	<b>Normal Operations</b>	Leader to have: Knowledge of track/route Leadership Capable of controlling participants Competent in outdoor first aid Never afraid to turn back Do not use between dusk and dawn (look out)	Take First aid kit Appropriate clothing Communication equipment	Weather conditions
	<b>Emergency</b>	Have First Aid Kit available. Radio communication system to be carried		

<p><b>RELEVANT INDUSTRY STANDARDS APPLICABLE</b></p>	<p>NZ Mountain Safety Council BUSHCRAFT Outdoor Skills for the NZ Bush          NZ Mountain Safety Council OUTDOOR FIRST AID MANUAL No 14          NZ Mountain Safety Council RISK MANAGEMENT Manual          NZ Mountain Safety Council HYPOTHERMIA Manual No 24</p>
<p><b>POLICIES AND GUIDELINES RECOMMENDED</b></p>	<p>Leader never afraid to turn back          Leader to check All Medical report Forms before leaving base          Leader to be in contact with base          Radio communication carried when appropriate          Emergency vehicle available when appropriate          Accident reporting is expected and appropriate forms are available from camp staff</p>
<p><b>SKILLS REQUIRED BY STAFF</b></p>	<p>Familiar with the route/track          Group management skills.          First aid skills.          Clear communication of instructions.          Ability to encourage and put people at ease.          Vigilance and awareness.          Confident in radio communication</p>
<p><b>FINAL DECISION ON IMPLEMENTING ACTIVITY</b></p>	<p style="text-align: center;">- Choose One-</p> <p style="text-align: center;"> <input type="checkbox"/> <b>ACCEPT</b> <span style="margin-left: 200px;"><input type="checkbox"/> <b>REJECT</b></span> </p> <p><b>Name:</b> <span style="float: right;"><b>Date:</b></span></p> <p><b><u>Comments:</u></b></p> <p><b>HHCC staff may stop this activity if they deem it best. Backcountry hikes and tramping the tracks and paths of National parks and walkways is a popular, low cost activity often used in outdoor programmes. Any tramping experience, whether a short excursion or major expedition must be carefully planned with regard to the age, experience and ability of all participants. It is easy to over estimate the prior experience and physical ability of students and a progressive programme of skills and activities should be planned.</b></p>