

**CYC The Island
Walks – Risk Management Plan**

School:	Year Level:
Supervising teachers / staff:	Dates:
Program / Excursion:	Location:

For an explanation of risk management terminology and to ensure you understand how the rating / grading system is determined please ensure you have read the **CYC Activity Risk Profile** document.

This document contains the general risks, control measures and gradings relevant for all CYC activities. Please refer to the specific activity Risk Management Plans for a list of risks, control measures and gradings which are relevant for individual CYC activities.

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
Striking Group member struck by vehicle when crossing a road	<ul style="list-style-type: none"> Students should cross roads in small groups under adult supervision Suitable crossing points where visibility is clear should be used 	Rare	Catastrophic	Satisfactory
Slip-Trip-Fall	<ul style="list-style-type: none"> Participants are briefed in advance of the expected conditions and terrain Group leaders are to keep the walk at a manageable pace for student safety If walking in the bush, participants are asked to stay on the designated walking track 	Possible	Minor	Satisfactory
Snake Bite	<ul style="list-style-type: none"> Instructions are given on what to do if a snake is sighted Stay on the tracks and paths and avoid long grass Always wear closed toe footwear First aid kit available Staff trained in first aid and CPR Suitable communication available 	Rare	Major	Satisfactory
People – Participants Getting lost	<ul style="list-style-type: none"> Appropriate leader to participant ratios must be followed It is required to have a leader at the front and back of the group and to make sure the leader at the back can always see the leader at the front Leaders must be aware of student numbers and conduct regular headcounts 	Rare	Major	Satisfactory
People – Group Leader Getting lost	<ul style="list-style-type: none"> A local map can be obtained from program staff The group leader must have experience in leading group walks and be confident in their own ability to complete the walk Group leaders must carry a suitable means of communication in event of emergency 	Rare	Major	Satisfactory

Risk Rating – General Activity Hazards

All identified risks are recorded in the Risk Matrix according to the Likelihood and Consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk associated to determine if further treatment is required.

X		Likelihood					
		Almost Certain	Likely	Possible	Unlikely	Rare	
Consequence	Catastrophic	80	64	48	32	16	<ul style="list-style-type: none"> • Striking • Environmental Exposure 4 • Environmental Hazard 3
	Major	40	32	24	16	8	<ul style="list-style-type: none"> • Environmental Hazard 1 • Inappropriate use after hours • People – Instructor 1 & 2 • People – Group Leader 2 • Snake Bite • Getting Lost – Participant • Getting Lost - Leader
	Moderate	20	16	12	8	4	<ul style="list-style-type: none"> • People – participant behaviour • Environmental Exposure 2 • Environmental Exposure 3
	Minor	10	8	6	4	2	<ul style="list-style-type: none"> • Slip-Trip-Fall (Walks) • Slip-Trip-Fall • Environmental Exposure 1 • Environmental Hazard 2 • People – participant ability • Entanglement • Cutting / Scratching • Striking • People – Group Leader 1
	Insignificant	5	4	3	2	1	

For grading risks, scores obtained from the risk matrix are assigned grades as follows;

HIGH 20 – 80	MEDIUM 10 – 16	LOW 1 – 8
Unacceptable risk which requires immediate action to reduce or remove the hazard. Senior management must be notified. Item should be TAKEN OFF LINE until risk reduced.	Conditionally acceptable, requires short term controls and continuous monitoring.	Acceptable risk, however monitoring required ensuring risk does not escalate. Review in 12 months or if situation changes.

RMP REVIEWED BY: A Paterson

DATE: 15 / 09 / 2016

NEXT REVIEW DUE: September 2017