THE GREAT AUSSIE BUSH CAMP

Orienteering SOP

Risk Profile

The following risks have been identified through GABC's risk assessment process:

a. Equipment Failure – injury from clips.
b. Extreme Weather.
c. Entrapment of hair, fingers, loose clothing & jewellery.
d. Slips/trips/falls – uneven floor, steps, obstacles, wet ground, falling into bodies of water.
e. Injury from participation/physical exertion – while supervised or unsupervised.
f. Fatigue/exhaustion/dehydration.
g. Participants getting lost/going into out of bounds areas.
h. Injury from collisions – cars & other activities.

Implementation of the following operating procedures reduces the residual risk to a level as low as reasonably practicable given the intended purpose of the activity.

Control Measures

Deployment Requirements	
Instructor Qualifications	Centres based Training & Assessment by competent member of staff Leader led complying with 'Leader Led Resource' Document
Instructor - Participant ratio	1:30
Total group size	1:30
Active Participation:	1:30

1. Equipment Requirements

Per Instructor:

- Maps (colour)
- PGL Resources for games & exercises
- Pencils
- Control cards
- Master control card
- Paper

Per Participant

- 1 x Map
- Control Card

Per Activity Base:

- On-centre orienteering courses set up and maintained by a competent member of staff

2. Specific Clothing Requirements (Per Instructor & Participant):

- Sturdy footwear
- Leg covering depending on extent of undergrowth

3. Session Preparation

Orienteering activities are strictly limited to on-centre courses only.

a. The instructor must ensure that the course(s) are in good condition with all markers and clippers in place

b. The instructor must be aware of any local hazards around the course(s) and take all steps to minimise the danger to participants.

Session Instruction Ensure all instructors have access to a mobile phone or radio for emergency communication. Participants must always remain within designated on-centre boundaries.

a. A safety briefing must be given that must include instructions on: what to do if someone on the course needs help, the lost participant procedure, out of bound areas and other hazards.

b. An instructional briefing must be given detailing: orientation as a concept, maps & legends and use of markers/clippers.

c. A short map walk must be led by the instructor for all groups to assess the ability levels of participants within the group.

d. The orienteering course design, centre lay out & participants ability will dictate the number of participants needing to be sent out in each group to find controls. Where a course includes centre-based hazards such as ponds, car parks, or pathways participants must be in pairs, the session will aim to result in the participants gaining enough skill and knowledge to orienteer individually, the instructor will need to gauge the participants ability based on the games and exercises they carry out throughout the session and suitable distance controls will be selected for them.

e. Before participants are sent out to find controls the instructor must make it clear how long they have before they MUST return; a cut off time must be set. All participants must be logged out when searching for points; in this manner:

i. Name of participants

ii. Control(s) they are attempting to find

f. Participants must be told about not entering staff areas or activity bases even if they look like short cuts (courses/exercises should be planned to avoid this).

g. Participants are to be told that running should be avoided in the following areas:

i. in buildings

ii. up and down steps

iii. across paths/roadways

iv. between parked cars

h. A time limit for the activity must be introduced.

i. If a group is late returning, the centre's Missing Person Procedure must be followed.

4. Session Conclusion

a. All participants must be accounted for.

Appendix: Queensland-Specific Safety Considerations

Additional Queensland-Specific Safety Considerations:

- Ensure compliance with local council regulations for public and semi-public outdoor recreation areas.
- QLD Heat policy should be enforced: suspend or modify sessions when ambient temperature exceeds safe limits (e.g., above 35°C).
- Check for and remove any signs of wildlife presence near the structure before sessions begin (e.g., snakes, spiders, ants).
- Provide a shaded rest area and ensure all participants wear hats and apply sunscreen if outdoors.