THE GREAT AUSSIE BUSH CAMP

Snapshot SOP

Risk Profile

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

a. Extreme Weather
b. Slips/trips/falls –uneven floor, steps, obstacles, wet ground.
c. Injury from participation/physical exertion.
d. Fatigue/exhaustion/dehydration.
e. Participants getting lost/entering out of bounds areas.
f. Injury from collision with vehicles/other ents.
g. Flora and Fauna –stings/bites/allergies.
h. Falls into open bodies of water.
i. Missing Guests

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	Trained and assessed in accordance with GABC Snapshot assessment criteria.
AIGL to participant ratio:	1:100

1. Equipment Requirements

Per Instructor:

- Control Map + Tracking Sheet
- Course Pictures (Varying in levels of difficulty)
- Hoops/cones for younger guests.

Guests:

- Water Bottle
- Medication (if required)

2. Specific Clothing Requirements

Instructor/Guests

- Sturdy footwear.
- Weather appropriate clothing.

3. Session Preparation

a. Prior to delivery, agree with PL as to nature of activity, level of adult/child input, variations to be incorporated.
b. Structure of activity has been organised and planned in accordance with the area/room given and specifics of group.
c. Leaders and guests to be advised of meeting point and time and made aware of clothing and equipment requirements.
d. Check the area/room given to ensure it is useable and appropriate for the delivery of Snapshot.
e. All equipment collected and checked to ensure it is appropriate for the group and activity being delivered.
f. Other staff involved are briefed and given responsibilities.
g. Physical and behavioural boundaries are demonstrated, explained, reiterated and agreed.
h. Any changes needed to be made are to be passed through a member of the senior team.

4. Session Instruction

a. A safe and suitable warm up session must be given.
b. Guests are split into teams, and the aims/objectives are explained.
c. Guests given outline of the plan, safety rules, including boundaries and hazards, explanation of activity, how and when to start and stop, emergency procedure, desired outcomes (how to win/get points).
d. A practice round is conducted and reviewed as a group with safety points highlighted where necessary.
e. Each section of the activity is demonstrated and practiced where necessary.
f. Use of equipment is supervised.
g. Points are recorded throughout activity.
h. Suitable developments for the group can be added in to the activity.
i. Ensure that area/room remains safe and suitable for use throughout with continuous dynamic risk assessments being completed.

5. Session Conclusion

a. Cool down, reduce level of activity and encourage quieter behaviour.
b. Points totalled up and winning team announced. Prizes given if appropriate.
c. A review of the session must take place appropriate to the group age and ability.
d. Ensure guests know what to do next.
e. The instructor must ensure that the activity area is left clear and in a safe condition.
f. Report and remove damaged or faulty equipment.
g. Any relevant accidents/incidents/events must be recorded on the relevant report form or centre logbook.