THE GREAT AUSSIE BUSH CAMP

Sports Night SOP

Risk Profile

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

a. Extreme Weather
b. Slips/trips/falls – wet and uneven ground
c. Injury from participation/physical exertion
d. Fatigue/exhaustion/dehydration
e. Falls into open bodies of water and vegetation
f. Collisions – guests with guest, guests with static object, guests with moving objects.
g. Vegetation & Wildlife – foliage, guest specific allergies, stings & bites.

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	
Group Leader Qualifications	Trained and Assessed in accordance with GABC Sports Night assessment Criteria.
AIGL to Participant ratio	1:70

1. Equipment Requirements:

Required for staff

- Stopwatch
- Whistle
- Hoop
- Cones
- Bibs
- Frisbees
- Balls
- Bags
- Score sheets
- Hocky sticks
- Fancy Dress
- First Aid Kit

Required for Guests

- Water bottle
- Medication (if required)

2. **Specific Clothing Requirements:**

- Comfortable clothing appropriate for weather
- Appropriate Footwear

3. **Activity: 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 which you have been allocated to ensure it is useable and appropriate for the delivery of sports night.

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 demonstrated, explained, reiterated and agreed.

h. Any changes needed to be made, are to be passed through a member of the senior team.

4. **Activity: 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, where necessary is demonstrated and practiced.

f. Use of equipment is supervised.

g. Points to be given out after games have been completed.

h. Suitable developments for the group can be added in to the activity.

i. Ensure that the area/room remains safe and suitable for use throughout with continuous dynamic risk assessments being completed.

5. Activity: Conclusion

a. Cool-down, reduce level of activity and encourage quieter behaviour.

b. Winning team highlighted and prizes given out if appropriate.

c. Ensure the activity is reviewed against objectives at a relevant level for the age and ability of the guests.

d. Ensure guests are aware of what to do next.

e. Ensure all areas that have been used are left clear, tidy and in a safe condition.

f. Report and remove any broken, damaged or faulty equipment.

g. Log any incidents.