# Duke of Edinburgh Expeditions

### STAFF : STUDENT RATIO:-
- 1 : 6 – 2 Visiting Staff accompany Activity AT ALL TIMES

## NAME:-

Tony Bellette

## DATE:-

6th February 2012

## ACTIVITY/SITUATION:-

Duke of Edinburgh Expeditions

## ANALYSIS

- Visiting Staff to fully supervise Activities at all times
- Students allocated times when they can access the Activities
- Monitor the welfare of students
- Group Leaders to report any incidents
- Staff to ensure students adhere to all the Safety Rules & Guidelines
- Students should remove jewellery & tie back their hair prior to participation
- Instructors should explain group goals & dangers
- Implement ‘Challenge by Choice’ Contract

## RELEVANT INDUSTRY STANDARDS APPLICABLE

- Full supervision required at all times
- Students are not to RUN
- GROUP MUST NEVER walk off the track
- Students MUST NOT walk in front of the Leader
- Students MUST NOT walk behind the Whip
- Regularly stop to wait for slower walkers & monitor group
- IF LOST students – STOP, SIT DOWN & BLOW THEIR WHISTLES until they are found by a Staff / Emergency Services Member
- NEVER CAMP UNDER OVERHANGING TREES
- ESTABLISH campfire, toilet, cooking & water areas in the Campsites
- Any damage to equipment MUST BE reported to BSSOEC Staff
- Carry First Aid Kit & Emergency Management Plans on file

## POLICIES & GUIDELINES RECOMMENDED

- Staff experienced in Bushwalking
- Map & Compass
- Staff skilled at communication & group control
- Give full instructions
- Full Supervision
- Define boundaries
- Highlight correct use of the Equipment
- Allow challenge by choice.

## EQUIPMENT

- Whistles don’t work
- Compasses Broken
- Maps Lost
- Day Packs to heavy
- Snacks unsuitable
- Inappropriate clothing

## ENVIRONMENT

- Bush Environment
- Outdoors
- Walking Tracks
- 4WD Tracks
- Roads
- Water Races
- Fire Danger Day
- Total Fire Ban

## MANAGEMENT STRATEGIES

### Normal Operation

- Have first aid kit on site
- Instructor qualified in first aid
- Instructor skilled at group skills & communication to handle emergency
- BSSOEC has prepared an emergency plan for injuries/accidents
- Follow Emergency Response Plan

### Emergency

- Instructor qualified in first aid
- Instructor skilled at group skills & communication to handle emergency
- BSSOEC has prepared an emergency plan for injuries/accidents

### PEOPLE

- Student with Special Needs
- Poor Group Control
- Poor Communication
- To many participants
- Group separated

### RISK

1. Students getting Lost
2. Students getting Hype or Hyperthermia
3. Snake Bite
4. Falling Tree Limbs / Trees around Campsite
5. Students falling off the raised Water Race Walking Tracks and sliding down the Cliff
6. Students injuring themselves while walking around the Bush Environment

## DECISION ON CONDUCTING ACTIVITY

- Safe and challenging activity with precautions listed above

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Choose One

- **ACCEPT**
- **REJECT**