## RISK ANALYSIS & MANAGEMENT SYSTEM

### NAME:-
Tony Bellette  
### DATE:- 6th February 2012

### ACTIVITY/SITUATION:-
Mountain Bike Riding

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

<table>
<thead>
<tr>
<th>RISK</th>
<th>DESCRIPTION</th>
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<tbody>
<tr>
<td><strong>Risks</strong></td>
<td><strong>People</strong></td>
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<tr>
<td>Accident, Injury other forms loss</td>
<td>Student with Special Needs</td>
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<td></td>
<td>Poor Group Control</td>
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<tr>
<td></td>
<td>Poor Communication</td>
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<td></td>
<td>To many participants</td>
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<td>Poor riding skills</td>
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<td>Poor riding instructions</td>
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### Management Strategy

#### Normal Operation

- Staff skilled at communication
- Staff skilled at group control
- Give full instructions
- Staff qualified to teach Mountain Bike Riding
- Staff familiar with selected route
- Full Supervision
- Define boundaries
- Highlight correct use of the Equipment
- Allow challenge by choice.

#### MANAGEMENT STRATEGIES

- 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

### Analysis

#### Relevant Industry Standards Applicable

- Full supervision required at all times
- Students are not to Ride without a staff member
- Students to participate in small groups and demonstrate skills in:-
  - Riding & Stopping Safely
  - Braking
  - Changing Gears
  - Riding & Changing Formations as a Team
- Instructors leading the ride MUST HAVE current Bicycle Education Instructor Training Accreditation Qualifications
- Any damage to equipment MUST BE reported to BSSOEC Staff
- Carry First Aid Kit & Emergency Management Plans on file

#### Policies & Guidelines Recommended

- Instructors first aid & Bicycle Education Instructor qualified
- Instructors able to set up and dismantle Activity
- Instructors able to safely prepare the Activity for participation
- Instructors trained in group dynamics and communication skills
- Instructors trained in education
- Instructors know, comprehend & confidently implement the following Project Adventure Concepts:-
  - The Full Value Contract, and
  - Challenge by Choice

### Final Decision on Conducting Activity

- Safe and challenging activity with precautions listed above

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