ANALYSIS OF ACTIVITIES FOR RISK & SAFETY MANAGEMENT

Activity & Venue

YABBING – Blackwood Special Schools OEC Inc. Yabby Dam & Shaw’s Lake Lerderderg State Park

List:-

Safety Issues: Students running around the edge of the Yabby Dam & slipping into the Yabby Dam
Students jumping off the Yabby Dam Jetties into the Yabby Dam
Students leaning too far over the Jetty Rails and falling into the Yabby Dam
Students drowning
Students becoming entangled in the Yabby Dam fishing Equipment

Risks:

Hazards:

Can a satisfactory Plan be developed to keep participants safe?

YES ✓

Develop Safety Management Plan

NO

Avoid Activity

Consider / Include

Nature of the venue – Physical Terrain:-
The Blackwood Special Schools Yabby Dam
Bush Environment

Special Characteristics of this Location:-
A very safe and controlled area

Specific Checks for Immediate Hazards:-
Ensure the Yabby Dam is locked when NOT in use
Set up & check each Yabby Equipment prior to use
Ensure students move safely throughout the area

Weather:-
Appropriate Activity in inclement weather but not extreme weather

Venue Check prior to Excursion:-
Ensure each The Yabby Dam Activity Area is safe
Ensure area is clear of fallen branches and debris

The Activity & Level of Activity:-
A low energy Activity
Beginners welcome to participate
Activity Appropriateness for the Age Group:

- All Ages

Maturity:

- All maturity levels

Physical Stature:

- Students of all physiques welcome to participate

Ability Level:

- No experience required

Readiness of the Students:

- Students must be willing to participate
- Students must be alert & attentive during Activity
- Students must listen to ALL INSTRUCTIONS

Suitability of the Location:

- Ensure students are aware of boundaries in the area that the Activity is being conducted

Staff Qualifications and/or Experience:

- Experience in supervising groups in outdoor recreation activities

Nature of the Group:

- Students with Special Needs
- Students with a variety of different Special Needs

Area to be Visited:

- Blackwood Special Schools Outdoor Education Centre Inc. Yabby Dam Activity Site
- Shaw’s Lake – Lerderderg State Park

Participant Preparation:

- Appropriate Clothing
- Safety Briefing

Skill Development:

- Ability to safely walk around a Dam Environment
- Ability to correctly prepare & set a Yabby Net
- Ability to safely & correctly hold a Yabby
- A greater appreciation for the Natural Environment

Fitness Development:

- Low fitness level
- Physical Activity

Advance Briefing:

- Highlight Safety Requirements to Students
- NO Running
- DO NOT throw equipment or Yabbies at each other
- Move safely around the selected Activity Site
Equipment Maintenance Procedures & Checks:
- Ensure Yabby Dam is LOCKED when not in use
- Ensure Yabby Equipment is LOCKED when not in use
- Assess & check equipment every time it is set up

Personal Equipment:
- Students are to wear clothing they are happy to get dirty
- Appropriate Shoes are required

Special Equipment:
- Fishing Line, Sticks & Scissors
- Yabby Nets & Rope
- Yabby Bait – supplied by Group Leaders

Transport:
- Walk to the Blackwood Special Schools Outdoor Education Centre Inc. Yabby Dam or Shaw’s Lake
- If transport is required – School’s Own Bus

Equipment of Emergencies:
- 1st Aid Kit

Protective Clothing:
- Not required

Organisational Arrangements for conducting the Activity:
- Group Leaders choose the Activity as part of their Camp Program
- Blackwood Staff prepare the Activity
- Blackwood Staff fully brief Group Leaders

Staff – Student Ratio:
- 1 : 6
- 2 Visiting Staff accompany Activity at ALL TIMES

Location:
- Blackwood Special Schools Outdoor Education Centre Inc. Yabby Dam
- Shaw’s Lake – Lerderderg State Park

Roles of Staff:
- Blackwood SSOEC Staff
  - Set up the Activity
  - Implement the Activity if available
  - Brief Students & ensure Activity is run safely
- Group Leader
  - Supervision & behaviour of all Campers
  - 1st Aid & Sun Safe Strategies
  - Head Count of Students at all times
  - Report incidents
- Visiting Staff
  - Monitor welfare & fitness of Students
  - Carry out tasks as directed
  - Ensuring Students adhere to Safety Rules

Safety Measures:
- DO NOT RUN
- DO NOT throw equipment or Yabbies
- Everyone is encouraged to participate
- NO Jumping off the Jetties
- NO walking around Dam Edge without Supervision
**Group Management Arrangements:**
- Keep the group together at ALL TIMES
- Group may be split into smaller groups for easier Group Management & Increased participation rate

**Additional Activities (if required):**
- If the weather is inappropriate:-
  - Indoor Accommodation Site Activities
  - Bushwalk

**Activity Plan Alternative:**
- Implement other Activities from Camp Program
- Indoor Accommodation Site Activities

**Injury Management:**
- Dial 000 – if required
- Treat Injury on site
- Student to return to Activity if able
  - OR
- Student to return to Accommodation to Rest
- Monitor student regularly
- Assess & Manage Injury regularly

**Emergency Plan:**
- Dial 000 – if required
- Remove student from the Activity
- Assess Injury
- If required cancel the Activity
- Visiting Staff required to supervise uninjured students
- Help student return to the Activity
- Remove student from Activity Location to a safer Environment where Injury can be adequately Managed
- Continuously Monitor & Assess the Student

**Communication Plan:**
- Group Leader to inform their Principal
- Group Leader to inform Parents – if required
- Group Leader to inform Blackwood Manager
- Group Leader to complete:-
  - Patient Care Report
  - Incident Notification Form
- Group Leader & Blackwood Manager to inform DEECD if Patient is Transported to Hospital
- Blackwood Manager to inform Blackwood President – if required
- Blackwood Manager to initiate Emergency Services – if required
- Blackwood Manager to direct Blackwood Staff, Group Leader, Visiting Staff & Students under the direction of Emergency Services Personnel