

YMCA CENTRE:	Howmans Gap Alpine Camp	REVIEW DATE:	02/03/2023
PROGRAM / AREA:	Programming	TASK / ITEM:	Cross Country (XC) Skiing
PERSON COMPLETING REPORT:	Warren Sanders	POSITION OF PERSON COMPLETING REPORT:	Director Of Operations/ HSO
IN CONSULTATION WITH:	Michael Jowett	POSITION:	Camp Manager

SECTION 1 – Risk Assessment

1. Identify and assess the risks / list current risk rating and control measures
3. List any proposed Control Measures to make the task or activity safer

2. Enter a residual risk rating (what is the level of risk with controls in place)
4. Determine persons responsible and the due date

AREA / TASK OR ACTIVITY	POTENTIAL HAZARDS & CONSEQUENCES	RISK RATING (without controls in place)		CURRENT CONTROL MEASURES (what controls are in place to make the task / activity safer)	RESIDUAL RISK RATING (with controls in place)	PERSON RESPONSIBLE (for implementing controls)
XC Ski Program	Participant being hit by car after exiting bus or troopy.	Unlikely Catastrophic (High)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Briefing to Leaders/Teachers on procedure. Correct briefing to participants on walking procedure and no more than 2 people wide. Stay on Shoulder or car park	Rare Major (Med)	Key Leader Instructor HAA Bus driver
XC Ski Program	Participants slipping on snow or ice on shoulder of road or car park	Possible Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Participants to walk not run. Stay on shoulder of road and preferably areas where there is no snow or ice.	Unlikely Insignificant (Low)	Key Teacher or Instructor Key teacher and Instructor
XC Ski Program	Participants scratching face/eyes on trees and bushes.	Unlikely Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Briefing to Participants/Leaders about bushes No Running. Ski on groomed trails or open areas of no trees	Rare Minor (Low)	Key Leader Teacher or Instructor

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XC Skiing Program	Participants falling over while skiing	Possible Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Briefing to Leaders/Teachers on procedure. Correct briefing to participants on skiing position and procedure to be followed when descending. Spacing paramount.	Rare Insignificant (Low)	Instructor Instructor
XC Skiing Program	Falls on side of trail vegetation like rock or hard compacted snow (and hits head)	Possible Moderate (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> P	Correct downhill ski instruction and skills gained prior to journey undertaken Briefing on skiing position in relation to the tracks/ direction to be taken. Skis off and walk where needed	Rare Minor (Low)	Instructor Instructor
XC Skiing Program	Falls on icy snow, rocks (cuts and bruised legs arms)	Possible Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> P	Correct downhill ski instruction and skills gained prior to steep terrain encountered Briefing on skiing position in relation to the tracks/ direction to be taken. Skis off and walk where needed	Rare Minor (Low)	Instructor Instructor
XC Skiing Program	Falls in Water eg aqueduct or creek	Unlikely Moderate (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> P	Correct footwear and shown how to fill water bottles when by the snow/ ice Briefing on not running and being careful near water	Rare Minor (Low)	Instructor Instructor
XC Skiing Program	Falls down steep ground on skis	Possible Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Briefing on correct speed of climb or descent Instructor always monitor where participants are. Regular head counts Ski off and walk where terrain is too steep of participant skill level	Rare Minor (Low)	Instructor Instructor Instructor
XC Skiing Program	Hit by thrown Snow ball - Hard	Possible Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Brief on Snowball fights	Rare Minor (Low)	Instructor

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XC Skiing Program	Participant becomes separated from the group/lost	Possible Major (High)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input checked="" type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Participants to be briefed on what to do if they become separated from the group (Stay where they are, make some noise, try to relax, etc.) Do regular head checks Set up a 'leader' and 'whip' and/or a buddy up system to ensure the group remains together	Rare Moderate (Med)	Ski Instructor Ski Instructor Ski Instructor
XC Skiing Program	Dehydration	Likely Moderate (High)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input checked="" type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Appropriate fluids for activities duration.	Unlikely Minor (Med)	School camp coordinator / Ski leader School camp coordinator / Ski leader
XC Skiing Program	Exposure / Hypothermia	Possible Moderate (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input type="checkbox"/> A <input checked="" type="checkbox"/> P	Correct clothing for weather conditions Make sure participants carry extra wet/ cold weather clothing Monitor group and change activity if necessary	Unlikely Minor (Med)	School camp coordinator / Ski leader Ski leader Ski leader
XC Skiing Program	Fatigue	Likely Minor (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input checked="" type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Stopping for regular breaks depending on group dynamics Appropriate food/water taken on journey	Possible Insignificant (Low)	Ski leader/ Teachers Ski leader/ Teachers
XC Skiing Program	Environmental damage from carelessness	Possible Moderate (Med)	<input type="checkbox"/> E <input type="checkbox"/> S <input type="checkbox"/> I <input type="checkbox"/> E <input checked="" type="checkbox"/> A <input type="checkbox"/> P	Brief Group about leave no trace principles. (Where possible walk on already defined tracks, pick up and carry out any rubbish, look at but do not disturb any flora or fauna, toileting to be done 100m away from water source, etc.)	Rare Minor (Low)	Ski leader

Risk Assessment Complete: YES

Risk Assessment Completed Date: 10/10/2019

Added to Master Risk Control Plan: YE

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Assessor Name	Warren Sanders	Signature		Date	02/03/2023
Manager Name	Michael Jowett	Signature		Date	02/03/2023
HSR Name	Warren Sanders	Signature		Date	02/03/2023
HSO Name	Warren Sanders	Signature		Date	02/03/2023

Use the risk matrix below to assess the risk level:

RISK LEVEL KEY: Use the Risk Level Key below to determine a timeline for action and consultation:

- Extreme** - Immediate Action Required (Senior Management / Management / Supervisor level)
Detailed research, planning and high level risk controls required (long and short term). Further detailed RA may be required. Specialist advice to be sought (internal and external). Communication to H&S committee, HSR's, Regional HSE Teams and OHS Dept as required.
- High** - Action within 1 week (Mgmt / Supervisor level)
Research and planning may be required. High level risk controls required (long term and short term). Further RA may be required. Specialist advice may need to be sought. Communicate to H&S committee, HSR's, Regional HSE Teams and OHS Dept as required.
- Medium** - Action within 3 months (Supervisor level / Management as required)
Routine reporting and communication as required. Determine effective risk controls (long term and short term). Further assessment or establishment of monitoring controls may be required. Communication to H&S committee and HSR.
- Low** - Action within 3 - 6 months / Ongoing Monitoring (Supervisor Level)
Routine reporting and communication as required. Determine effective risk controls and monitoring process. Communication to H&S committee and HSR.

Use the Hierarchy of Controls below to determine the best possible risk control:

DEVELOPING RISK CONTROLS:

- Elimination** – first option and most effective
- Substitution** – replaced with a similar but lower risk option
- Isolation** – isolate hazard from individuals
- Engineering** – change process and/or equipment to reduce risk
- Administrative** – implementing procedures, rosters and providing training
- Personal Protective Equipment** – clothing or equipment

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			CONSEQUENCE					
			PUBLIC SAFETY / OHS	Injuries or ailments not requiring medical treatment	Minor Injury / First Aid Treatment case or short term medical intervention	Serious injury causing hospitalisation or multiple medical treatment cases, short term rehab required	Life threatening or multiple serious injuries causing hospitalisation; significant impairment / long term rehabilitation	Death or multiple life threatening injuries; permanent disabilities
				INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
PROBABILITY				1	2	3	4	5
LIKELIHOOD	Is expected to occur in most circumstances	A	ALMOST CERTAIN	M	H	H	E	E
	Will probably occur	B	LIKELY	M	M	H	H	EXTREME
	Might occur at some time in the future	C	POSSIBLE	L	MEDIUM	M	HIGH	E
	Could occur but doubtful	D	UNLIKELY	LOW	M	M	H	H
	May occur but only in exceptional circumstances	E	RARE	L	L	M	M	H