

PRO-ACTIVE ADVENTURE

HEALTH AND SAFETY PROCEDURE

Activity: Raft Building

Minimum Instructor Competence:
Canoe Safety Test

Date Reviewed: 1/03/18
Next Review Date: 1/03/19
Completed by: C. Richley
Competence:
Is the activity acceptably safe if managed as below? YES
Signature: C. Richley

Main Risks (numbered) People at risk: Participating staff and clients

- 1) Drowning
- 2) Impact of objects to head/head onto objects (trees/rocks) or equipment
- 3) Abrasion injuries from capsize/swim
- 4) Entrapment in/by raft
- 5) Hypothermia (cold) from immersion
- 6) Hypothermia (cold) from weather related factors
- 7) Heat stroke
- 8) Sunburn
- 9) Exhaustion
- 10) Weils disease (Leptispirosis)/Blue Algae/Human waste
- 11) Twisting/back injuries during construction/moving raft

How to manage/control/reduce these risks safely (corresponding numbers):

Staff operate within company guidelines and hold a First Aid certificate

- 1) Use individually fitted buoyancy aids
- 2) Use a correctly fitted helmet
- 3) Use individually fitted wetsuit
- 4) The group leader identifies and highlights potential hazards
- 5) In cold weather, fibre pile clothing is provided for use under the cagoule
- 6) Advise to wear fibre pile clothing, plus the group leader will carry a survival shelter/spare food/hot drink
- 7) When off the water, participants will wear loose clothing and hat, plus take advantage of natural shade. When on the water, they will be encouraged to use water to keep cool and stop heat build-up
- 8) Provision and application of water-resistant sun block
- 9) Building exercises are planned within the capability of the staff and clients
- 10) Locations chosen are environmentally clean and any open wounds are covered prior to the activity starting
- 11) Group leader identifies and protects hazards
- 12) The instructor will demonstrate good handling technique, also a min. 4 persons to a raft

Activity Instructors must ensure that full emergency escape details and a full route plan is completed before the activity is undertaken and put in the Adventurous Activity File in the unit office.

Summoning Help: A call-out person is appointed before the activity takes place. This person is contacted on completion of the activity. If not contacted, they will take appropriate action.

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Minimum Equipment To Be Carried.

Participants:

1. Individually fitted buoyancy aid, helmet and wet suit.
2. Appropriate paddle, in good condition, with no sharp edges.
3. Change of underwear, socks and T-shirt or similar.
4. Towel.
5. Footwear suitable for use in a raft (not sandals).
6. Extra clothing to suit the expected conditions.

Participants are to report all defects or damage of equipment to the activity instructor immediately.

Instructor:

1. Company first aid kit.
2. Bivy bag or survival shelter.
3. Emergency food and hot drink when required.
4. Throw line X 2.
5. Extra clothing, fleece or sleeping bag in a dry bag.
6. High energy/emergency food and cold or hot drink as appropriate.
7. Whistle.
8. Knife.
9. Mobile phone for emergency use.

Note: The instructor must remove any defective equipment from service and clearly label the item with what is wrong and notify the stores person.