

BCV RISK MANAGEMENT PROCEDURE



INDOOR GAMES - BURNSIDE

USE RATING: C

- Use:
- A Must be operated by Baptist Camping Victoria qualified staff
 - B In house training at Baptist Camping Victoria required before using this equipment
 - C Safe operating procedures must be read and adhered to by all users of this equipment
 - D Does not apply

Risk	Likelihood	Consequences	Initial Level of Risk	Description of risk	Risk management strategy	Revised level of risk
Slip, Trip, Fall	Possible	Minor	LOW	<ol style="list-style-type: none"> Participants lose footing Participants trip on objects used for the games. Participants may run into each other. 	<ol style="list-style-type: none"> Remove any obvious tripping hazards Ensure adequate spacing is provided for the group. Assess group ability before commencing games and plan accordingly. Pack up all equipment from the area before commencing and in between games. 	LOW
Injury	Unlikely	Moderate	LOW	<ol style="list-style-type: none"> Activity leaders might injure themselves when carrying equipment to and from the activity. 	<ol style="list-style-type: none"> Ensure adequate light is available at all times. Assess group ability and adapt games accordingly. Avoid games that involve lifting each other. Ensure good supervision and enforcement of acceptable behaviour. 	LOW
Injury	Possible	Minor	LOW	<ol style="list-style-type: none"> Participants may run into objects due to poor lighting. Participants might injure themselves during the games accidentally or due to rough play. 	<ol style="list-style-type: none"> Reduction by instruction Staff must have first aid kit with them at activity Reduce risk by filling in ant holes Reduce leaf litter and ground coverage that may attract snakes 	LOW
Injury	Possible	Minor	LOW	<ol style="list-style-type: none"> Participants clothing could become caught in activity equipment. Participants might stand on each other's feet and cause injury without shoes on. Participants hair might become entangled in activity equipment. 	<ol style="list-style-type: none"> Participants should be advised not to wear loose clothing. Ensure all participants are either wearing shoes or not wearing shoes. Advise all participants to tie hair up. 	LOW



RISK ASSESSMENT MATRIX

Baptist Camping Victoria prioritises safety for all activities and uses this Risk Matrix as a tool to assess and manage risk effectively.

		Consequence				
		Minor	Moderate	Major	Critical	Catastrophic
Likelihood	Rare	Low	Low	Low	Low	Medium
	Unlikely	Low	Low	Medium	Medium	Medium
	Possible	Low	Medium	Medium	High	High
	Likely	Medium	Medium	High	High	Extreme
	Almost Certain	Medium	High	High	Extreme	Extreme

Consequence	Minor	Moderate	Major	Critical	Catastrophic
Health and Safety	Injury treatable in workplace (First aid)	Minor injury requiring professional medical attention or lost time from workplace	Injury requiring hospitalisation	Major Injury requiring prolonged hospitalisation and rehabilitation.	Injury causing significant permanent disability or death

Likelihood	Definition
Almost certain	Is expected to occur; almost inevitable
Likely	Will occur in most circumstances; not surprising if it happens
Possible	Possible or likely to occur in some circumstance
Unlikely	Could occur in some circumstances; surprised if it happens
Rare	May occur only in rare or exceptional circumstances, but would be highly unexpected