

## BCV RISK MANAGEMENT PROCEDURE



### NIGHT OVAL 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"> <li>1.Participants lose footing</li> <li>2. Participants trip on objects used in the game.</li> <li>3.Participants slip on wet or slippery ground.</li> <li>4.Participants run into each other and fall.</li> <li>5. Low lighting causes falls</li> </ol>	<ol style="list-style-type: none"> <li>1. Remove any obvious tripping hazards</li> <li>2.Ensure appropriate behaviour from all participants</li> <li>3.Do not run activity if oval is deemed unsafe</li> <li>4.Ensure shoelaces are tied up and close toe shoes are worn at all times.</li> <li>5. Ensure sufficient light is available for the activiy.</li> </ol>	LOW
Exposure to elements	Possible	Moderate	MEDIUM	<ol style="list-style-type: none"> <li>1.Participants may suffer heatstroke or sunstroke in extreme heat, especially children or elderly</li> <li>2.Risk of electrocution in storms</li> <li>3.Risk of hypothermia in cold conditions</li> <li>4.Risk of slipping in wet conditions</li> </ol>	<ol style="list-style-type: none"> <li>1.Do not run activity in temperatures above 34°C</li> <li>2.Cease activity when thunder is audible.</li> <li>3.Participants should wear clothing appropriate to conditions</li> <li>4.Do not conduct activity if deemed unsafe due to weather conditions</li> <li>5.Encourage adequate fluid intake</li> </ol>	LOW
Bites & Stings	Possible	Major	MEDIUM	<ol style="list-style-type: none"> <li>1.Participants may be bitten by animals within the surrounding area</li> </ol>	<ol style="list-style-type: none"> <li>1.Reduction by instruction</li> <li>2.Staff must have first aid kit with them at activity</li> <li>3.Reduce risk by filling in ant holes</li> <li>4.Reduce leaf litter and ground coverage that may attract snakes</li> <li>5. Define boundaries away from trees and rocks.</li> </ol>	LOW
Injury	Possible	Minor	LOW	<ol style="list-style-type: none"> <li>1.Participants injure themselves through rough play or simple mishap.</li> </ol>	<ol style="list-style-type: none"> <li>1. Ensure appropriate behaviour is adhered to.</li> <li>2.Alter the game if necessary.</li> <li>3. Choose games suitable to the age and ability of the group.</li> </ol>	LOW
Injury	Possible	Minor	LOW	<ol style="list-style-type: none"> <li>1.Instructors injure themselves carrying equipment to the oval.</li> </ol>	<ol style="list-style-type: none"> <li>1.Use good lifting technique with heavy items</li> <li>2.Work in pairs to share the load for heavy items.</li> </ol>	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
<b>Health and Safety</b>	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
<b>Almost certain</b>	Is expected to occur; almost inevitable
<b>Likely</b>	Will occur in most circumstances; not surprising if it happens
<b>Possible</b>	Possible or likely to occur in some circumstance
<b>Unlikely</b>	Could occur in some circumstances; surprised if it happens
<b>Rare</b>	May occur only in rare or exceptional circumstances, but would be highly unexpected