

Risk Management Plan Template for an Abseiling Activity

This is only a Basic Plan using Questions that should be considered. If you have other areas of concern, they then form part of your Plan and should be included as part of the overall plan so that you can mitigate (lessen) their impact to you and your activity.

Weather

Risk	Yes	No	Action / Solution
Is the weather Suitable for abseiling?			
It may rain, does everyone have a waterproof or is there shelter on site?			
It quite cool today. Is there a wind-chill / hypothermia problem?			
It will be very hot. Sunscreen, Water, Hat, Shelter.			
Is there a danger of Bush Fires?			

Site Amenities

Is there drinking water on site?			
Is food available on site?			
Is food available nearby?			
Is access to the site all weather?			
Can you cook on site?			
Are there toilet facilities on site?			
Can a portable toilet be taken / available?			
Is there rubbish collection on site?			
Is this an environmentally sensitive area?			



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Site Access / Permissions

Risk	Yes	No	Action / Solution
Do we need permission to use this site?			
Has a permit be granted and received?			
Has the site been visited and / or jumped prior to the activity?			
Have we confirmed how and where to put our anchor and safety systems?			
Is the area suffering from stress cracks, falling rocks or appear to be unsafe for any reason?			
Has local knowledge been sort?			
Is there access to the top and bottom of the site for vehicles?			
Is there any special requirement for vehicles, e.g. 4x4, road car etc			
Is the recovery track from the base of the site safe for students to walk?			
Is the recovery track plainly seen or marked?			
Has protection of the local environment been thought of? Can we minimise any damage and repair it?			

Communications

Is there a private or public telephone available for use on site?			
Is an EPRIB required due to remoteness?			
Will a handheld or vehicle mounted mobile telephone work on site?			
Is a form of radio communication required? If so what channel, what type, is it monitored?			
Do we need communications to run the activity? E.g. Radios, headsets etc.			
If we need radios, have the batteries been checked? Can we take spares?			



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Transport

Risk	Yes	No	Action / Solution
Can we get all students, staff and visitors to and from site?			
In an emergency, can we put everyone into or onto transport to clear them of the area?			
Is there an alternate route to exit the site if the main access is not available?			
Has a map to the site been made available, if required?			

Students

Has a Pre-Jump Talk occurred prior to the day's activity to familiarise the students with gear, terms and rules of the site?			
Are the parents / guardians aware of what abseiling is and are happy for their child to participate?			
Has the Scout Medical Form been completed and returned for each person?			
Are all the participants aware of the required clothing and footwear for the activity? What about hair and jewellery?			
Has a discussion been held with the Leaders to ensure any conditions not put on the forms are known? E.g.. Bee or other allergy, asthma, behavioral etc			
Has a Special Activity Form (where required) been completed and returned by parent / guardian?			
Has the Group Leader given permission for the activity and accepted the team to run it?			
Have the students, leaders, parents and those who will visit been made aware of the site amenities?			

Team

Is there a team of Abseiling Leaders and Assistants available for the activity?			
Do we have enough team members to run and relieve?			
Has a nominated First Aider been set?			
Are the team's qualifications up to date?			



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Team cont

Risk	Yes	No	Action / Solution
Have the team members confirmed that they will be there?			
Do the team members have their own gear or will they need to borrow some?			
Have team members been made aware of the site amenities?			
Do all the team members have an abseiling uniform or is there a method by which people will know that they are the team members?			

Emergency

Is there a complete and current First Aid kit available for the activity?			
Is there more than 1 Lvl 2 OHS First Aid (min) qualified person on site?			
If so, who are they?			
Can the party be contacted on site from outside, if required?			
Is the location of the local hospital, ambulance and police known for the site?			
Have the Emergency Services been made aware of the activity, and they remember you are out there?			
Have you considered the circumstances were an evacuation might be required?			
Is there, and what is the method of evacuation?			

Specialised Gear

Does the team have sufficient equipment for a set of rescue gear on each descent site?			
Do you have enough gear for the JumpMaster safeties? Don't forget the Site Controller safety if required.			
Are the various Abseiling Leaders conversant with the rescue gear available?			
Does this site require other than standard descenders?			



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Specialised Gear cont

Risk	Yes	No	Action / Solution
Has tree protection been sourced?			
Do you need any special gear for the anchors, e.g. wire cable slings, long commercial slings, bolt plates etc.			

Standard Gear

Are there enough Harnesses?			
Are there enough descenders and carabiners for the group?			
Does everyone have or are there enough suitable helmets for the activity?			
Are there enough and spare gloves?			
Are there enough ropes of the right length for the site?			
Is there enough gear to set up the anchors and safeties?			

Other Items

