



RISK ASSESSMENT

To be attached to the C5

Activity Description:	Brownsea standard Stand Up Paddle Board Activity		
Location:	Brownsea Water Activities Centre, 89 Allpass Parade, Shorncliffe		
Activity Leaders name:		Safety Officer's name:	
Formation:	Brownsea Water Activities Centre		
Start date and time:		Finish date and time:	
Number of youth (approximately):	Max 8 per qualified Guide	Number of Leaders and Adults (approximately):	
Minimum Supervision and Qualifications			
Are there sufficient leaders with minimum qualifications supervising the activity? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Sufficient leaders with current First Aid including CPR Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Minimum Equipment/ Facilities for activity	YES	NO	N/A Comments / Further information
First Aid Kit Suitable for activity Available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> First aid kit(s) from: Group to supply main kit, activity leader to have small kit
Sun Safe equipment: hats, sunscreen,etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> To be advised to Group in standard info pack
Drinking Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> All to have own water bottle
Suitable personal clothing and protective equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> To be advised to Group in standard info pack
Communication equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Mobile phone coverage is good in area
Accomodation and shelter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Separate to this activity F31
Navigation equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Not needed for this activity
Equipment complies with relevant standards and in good condition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> yes
Site access, permissions, fees organised	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Ongoing access
Governing Bodies /Associations /Legislation	YES	NO	N/A Comments / Further information
Do guidelines from a governing body exist for this activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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Have they been referred to and followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scout-specific polices and rules	YES	NO	N/A	Comments / Further information
What sections of P&R, QBSI, QB Adventurous Activities P&P apply?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	P&R, QBSI, Queensland Branch Adventurous Activities P&P Section specific: QBSI 11.21: Stand Up Paddle Boarding

Calculating the inherent risk level for your activity

The Risk Analysis Matrix below can be used as a guide to assist with quantifying the risk level. **To use the matrix**, map the likelihood and consequence of an incident occurring with your activity to arrive at the risk level. Keep in mind that when assessing risk value judgements need to be made; and when making value judgements sometimes the risk level is not clear cut. If undecided on a risk level for an activity, a conservative approach would be to settle on the higher risk level being considered. Assessing the risk level is important. However, regardless of the assessed level of risk, we always have an obligation to do what is reasonably practicable to eliminate the risk, or if that is not possible, to minimise the risk to an acceptable level.

RISK ANALYSIS MATRIX						
		Consequences				
		Insignificant Loss of life: Nil. Injury/Illness: No medical attention required.	Low Loss of life: Nil. Injury/Illness: Medical attention required.	Medium Loss of life: Nil. Injury/Illness: Minor medical or hospitalisation required with no long term effects.	Major Loss of life: A fatality. Injury/Illness: Serious Injury/illness hospitalisation has occurred. Some ongoing treatment required.	Severe Loss of life: Fatalities have occurred. Injury/Illness: Significant injury/illness has occurred requiring hospitalisation and ongoing treatment.
Likelihood	Almost Certain Expected to occur in most circumstances.	M-10	H-20	H-30	E-40	E-50
	Likely Will probably occur in most circumstances.	M-8	M-16	H-24	E-32	E-40
	Possible Might occur at some time.	L-6	M-12	M-18	H-24	E-30
	Unlikely Could occur at some time but it is improbable.	L-4	L-8	M-12	M-16	H-20
	Rare May occur only in exceptional circumstances.	L-2	L-4	L-6	M-8	M-10



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Each risk level has been grouped into categories, E = Extreme, H = High, M = Moderate, L = Low, and given a score between 2 and 50.

Referenced Documents

Document	Items Covered
F31-Risk-Assessment Brownsea General Including Child Safety Scouting	Child Safety, Sun safety, Hazards on the Brownsea Site, Vehicle Interactions
F31 - Swimming	Swimming

For further explanations of the risk analysis matrix refer to the ScoutSafe Risk Assessment Handbook available from the Queensland Branch website

What are the activities, tasks or work hazards?	What are the risks	Risk Level before mitigation (Refer Risk Analysis matrix)	Mitigation strategies: What controls are proposed to remove or reduce the risk?	Risk Level after mitigation (Refer Risk Analysis matrix)	*Refer to Branch? High or Extreme risk after mitigation?
SUP'ing	Cuts from under water objects	M18	<ul style="list-style-type: none"> - All advised to wear enclosed footwear - Stay away from rocky areas 	M12	



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	Drowning	H20	<ul style="list-style-type: none"> - PFD's not mandatory und AAAS, but standard for Brownsea unless authorised by Guide in charge. - No non-swimmers to take part in activity. - Full safety brief given at start of activity including what to do if fall from SUP - All Participants always wear a SUP leg rope. - Activity guides trained in rescue techniques. - Group kept insight at all times of activity leaders. 	M10	
	Falls on Sups causing injuries		<ul style="list-style-type: none"> - Standard procedure to be on knees in water less than 1 metre of depth. - Be on knees when within 2 metres of another craft unless part of the activity and pre briefed. - SUPs are of a "Soft Top" style 		
	Unstable river edges/banks/ launch points	H24	<ul style="list-style-type: none"> - Use of known areas where possible - Survey areas prior to use - Briefings given - Guides in control of unknown areas. 	M12	
	Injuries from carrying SUPs	M18	<ul style="list-style-type: none"> - Correct technique and handle used. - Demonstration given where needed. - Two person carry if needed 	M12	



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	Fear of water	Not a physical risk	<ul style="list-style-type: none"> - Not a compulsory activity. - Take part on own free will. - All youth to have parental permission 		
	Dehydration	M18	<ul style="list-style-type: none"> - All should have a water bottle with them. - Activity limited in duration in extreme heat. - Breaks when needed. 	M12	
	Wet Equipment causing Hypothermia		<ul style="list-style-type: none"> - Pre-briefing and equipment list outlines appropriate clothing and wet weather gear. - Participants are shown how to waterproof equipment. - Group condition is monitored closely during wet weather. 		
	Adverse weather	M18	<ul style="list-style-type: none"> - Activity guide to cancel activity in the event of severe weather that would impact the safety of all involved. - This is include but not be limited to – heavy rain, lightening, temp being too hot or too cold for safe water use. 	M12	



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	Losing control of the group including loss of member	H24	<ul style="list-style-type: none"> - Full briefing giving at start of activity. - Group to always stay together and in sight of each other. - Ratios of 1 guide to 8 over 12-year-olds, and 1 guide to 4 for under 12-year-olds. No under 5-year-olds to SUP 	M12	
	Equipment faults including negative buoyancy SUPs	M12	<ul style="list-style-type: none"> - Equipment checks prior to activity. - All faulty/damaged equipment to be tagged and notified. 	L8	
	Injuries due to poor behaviour causing accidents	H24	<ul style="list-style-type: none"> - Briefings on expected behaviour - Under constant leadership from Guide 	M12	
	Contact with other craft in the area including motor craft	H24	<ul style="list-style-type: none"> - Use of areas with limited other craft where possible. - Stay out of boating main channel in Cabbage Tree creek unless crossing. 	M12	



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	Swimming incidents during Sup activity	H24	<ul style="list-style-type: none"> - Participants are expected to wear shoes and PFD's whilst swimming. - Before entering the water the area should be assessed for hazards such as submerged logs or tree roots. - The participants' medical form indicates whether they are confident to swim 50m which gives an indication of swimming ability. - Safety guidelines should be set according to the area e.g. boundaries. - Swimming is to be supervised by an adult. - No jumping or diving from jetties, banks or trees 	M12	



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Form: F31

Issue: 1

Date: 07/13

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Team Leaders approval <i>(Refer to qualifications chart):</i>			
<input type="checkbox"/>	Approved as submitted		
<input type="checkbox"/>	Approved with the following conditions:		
<input type="checkbox"/>	Not approved for the following reasons:		
<input type="checkbox"/>	Requires submission to Queensland Chief Commissioner and branch team because it contains high and extreme risks that require approval		
Name :		Appointment :	
Signed :		Date :	
Monitor and review <i>(To be completed during or after activity)</i>		YES	NO
Are the control methods still effective ?		<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes ?		<input type="checkbox"/>	<input type="checkbox"/>
Are any further action required ?		<input type="checkbox"/>	<input type="checkbox"/>
Details :			
Name :		Appointment :	
Signed :		Date :	