

**CYC Phillip Island Adventure Resort  
Ponding – Risk Management Plan**

<b>School:</b>	<b>Year Level:</b>
<b>Supervising teachers / staff:</b>	<b>Dates:</b>
<b>Program / Excursion:</b>	<b>Location:</b>

For an explanation of risk management terminology and to ensure you understand how the rating / grading system is determined please ensure you have read the **CYC Activity Risk Profile** document.

The Ponding Risk Management Plan contains the specific risks, control measures and gradings for this activity, as well as the gradings of all general risks relevant for all CYC activities. Please refer to the **General Activity Hazards – Risk Management Plan** for a list of general risks and control measures relevant for all CYC activities.

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
<b>Slip – Trip – Fall</b> Injury caused when participant slips or falls when on the deck or pond perimeter	<ul style="list-style-type: none"> <li>Care must be taken when walking around the pond perimeter</li> <li>Stay on the track surrounding the pond edge</li> <li>Closed toe footwear must be worn at all times</li> <li>No pushing or running on the deck or around the pond</li> <li>Don't lean too far over the edge of the deck or over the edge of the pond (use the dip nets provided to gather specimens and do not over reach)</li> </ul>	Unlikely	Moderate	Satisfactory
<b>Striking</b> Students being hit by participants or equipment on other activities	<ul style="list-style-type: none"> <li>The group must walk around the flying fox on their way to &amp; from the pond area</li> <li>The group members must always stay within their identified boundaries</li> <li>All other activities nearby are out of bounds (if they are being used or not)</li> <li>Participants always work in groups and are instructed to look out for each other</li> </ul>	Rare	Moderate	Satisfactory
<b>Cutting / Scratching</b> Injury caused when placing hands / fingers in unknown places	<ul style="list-style-type: none"> <li>Never put your hands where you can't see them – no hands under mud or in the reeds</li> <li>Always use the dip nets and tweezers provided</li> </ul>	Unlikely	Minor	Satisfactory
<b>Drowning / near drowning</b>	<ul style="list-style-type: none"> <li>Always work together in small groups (never alone)</li> <li>Don't overreach when collecting samples from the pond with the dip net and other equipment</li> <li>Lifesaving ring is situated on the pond gate if required</li> <li>Vigilant supervision by teacher when students are around pond</li> </ul>	Rare	Catastrophic	Satisfactory
<b>Snake Bite</b>	<ul style="list-style-type: none"> <li>Instructions given on what to do if a snake is sighted</li> <li>Stay on the paths and watch where you step if walking around the pond</li> <li>Always wear closed toe footwear</li> <li>First aid kit available</li> <li>Staff trained in first aid and CPR</li> <li>Suitable communication available</li> </ul>	Rare	Major	Satisfactory

**Risk Rating – Pondering**

All identified risks are recorded in the Risk Matrix according to the Likelihood and Consequence ratings. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk associated to determine if further treatment is required.

X		Likelihood					
		Almost Certain	Likely	Possible	Unlikely	Rare	
Consequence	Catastrophic	80	64	48	32	16	<ul style="list-style-type: none"> <li>• Drowning</li> <li>• Environmental Exposure 4</li> <li>• Environmental Hazard 3</li> </ul>
	Major	40	32	24	16	8	<ul style="list-style-type: none"> <li>• Environmental Hazard 1</li> <li>• People – Instructor 1 &amp; 2</li> <li>• Inappropriate use after hours</li> <li>• People – Group leader 2</li> <li>• Snake Bite</li> </ul>
	Moderate	20	16	12	8	4	<ul style="list-style-type: none"> <li>• People – Participant behaviour</li> <li>• Slip-Trip-Fall</li> <li>• Environmental Exposure 2</li> <li>• Striking</li> <li>• Environmental Exposure 3</li> </ul>
	Minor	10	8	6	4	2	<ul style="list-style-type: none"> <li>• Slip-Trip-Fall (General)</li> <li>• Environmental Exposure 1</li> <li>• Environmental Hazard 2</li> <li>• People – participant ability</li> <li>• Cutting / Scratching</li> <li>• Entanglement</li> <li>• Cutting / Scratching</li> <li>• Striking</li> <li>• People – Group Leader 1</li> </ul>
	Insignificant	5	4	3	2	1	

NB: All risks in **bold** are Pondering specific risks. All other risks are from the General Activity Hazards RMP and are therefore relevant for all activities.

For grading risks, scores obtained from the risk matrix are assigned grades as follows;

HIGH 20 – 80	MEDIUM 10 – 16	LOW 1 – 8
Unacceptable risk which requires immediate action to reduce or remove the hazard. Senior management <b>must</b> be notified. Item should be <b>TAKEN OFF LINE</b> until risk reduced.	Conditionally acceptable, requires short term controls and continuous monitoring.	Acceptable risk, however monitoring required ensuring risk does not escalate. Review in 12 months or if situation changes.

RMP REVIEWED BY: A Paterson

DATE: 18/10/2016

NEXT REVIEW DUE: October 2017