

Rock Climbing and Abseiling

Note: This template may be used in combination with a Curriculum Activity Risk Assessment (CARA) guideline or for an activity for which no guideline exists. Queensland state school staff are encouraged to prepare CARAs on OneSchool.

Activity Description: Students participate in Rock Climbing (vertically ascending) and / or abseiling (vertically descending) at Aeroglen / Split Rock / Barrabadeen and other suitable local sites.	
Teachers/Leaders: HBEEC Staff	
Class groups:	No. of students (approx): 20
Start date:	Finish Date: Supervision ratio (approx): 1:12

Use this risk assessment matrix as a guide to assess the inherent risk level. Refer to the Risk Assessment Information Sheet for further details.

Likelihood	Consequence				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
5 Almost Certain	Medium	Medium	High	Extreme	Extreme
4 Likely	Low	Medium	High	High	Extreme
3 Possible	Low	Medium	High	High	High
2 Unlikely	Low	Low	Medium	Medium	High
1 Rare	Low	Low	Low	Low	Medium

Indicate the assessed risk level and undertake the actions required for that level of risk.

Inherent risk level			Action required/approval
<input type="checkbox"/>	Low	Little chance of incident or injury	<input checked="" type="checkbox"/> Manage through regular planning processes.
<input type="checkbox"/>	Medium	Some chance of an incident and injury requiring first aid	<input checked="" type="checkbox"/> Document controls in planning documents and/or complete this <i>Curriculum Activity Risk Assessment</i> . <input checked="" type="checkbox"/> Consider obtaining parental/carer permission, and if activity held off-site , parental/carer permission is required. <input checked="" type="checkbox"/> Refer to School Excursions procedure for Variation to School Routine application.
<input checked="" type="checkbox"/>	High	Likely chance of a serious incident and injury requiring medical treatment	<input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> is required to be completed. <input checked="" type="checkbox"/> Principal or head of program (i.e. DP, HOD, HOSES) approval is required prior to conducting this activity. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i> . <input checked="" type="checkbox"/> Parental/carer permission is recommended, and if activity held off-site , parental/carer permission is required.
<input type="checkbox"/>	Extreme	High chance of a serious incident resulting in highly debilitating injury	<input checked="" type="checkbox"/> Consider conducting an alternative activity. <input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> must be completed. <input checked="" type="checkbox"/> Principal approval is required prior to conducting this activity. <input checked="" type="checkbox"/> Parental permission must be obtained for student participation. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i> .



Minimum supervision

- Adequate adult supervision must be provided. A broad range of variables will affect your decision about what constitutes adequate supervision, for example:
 - nature of the activity conducted
 - number of students/size of groups, if more than one group
 - needs of students and their expected capabilities (i.e. experience, competence, fitness)
 - the leaders' experience
 - planned duration of the activity
 - suitability and availability of equipment
 - environmental and weather conditions
 - difficulties/distance/condition of the venue/site of the activity (e.g. trails, vehicle tracks, roads)
 - remoteness of the activity
 - likelihood of leader becoming incapacitated or separated from participants.
- If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. Blue Card requirements must be adhered to.

Please provide information on supervision:

HBEEC Staff conduct Abseiling and Rock Climbing sessions. Visiting staff and responsible adults assist with the session and supervision. With a standard class group (eg 25 students), HBEEC staff will be assisted by visiting staff and / or responsible adults. Where groups are larger or smaller than this, adult supervision numbers are adjusted to maintain a similar ratio. Where the needs of students are greater than what would be considered standard (e.g special needs) the group size and supervision ratios will be adjusted to reflect this.

Minimum activity-specific qualifications for supervisors

Relevant qualifications will depend on the nature of the activity, but as a minimum you should consider:

- that there are sufficient adults with current First Aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel
- if operating more than one hour away from Emergency Services, current Remote Area First Aid
- depending on the nature of the activity, 'competence' may be sufficient for the activity leader rather than a formal qualification. A teacher/leader could demonstrate a reasonable level of competence by two or more of the following:
 - knowledge of the activity and the associated hazards and risks
 - experience (i.e. previous involvement) in undertaking the activity
 - demonstrated ability and/or expertise to undertake the activity
 - possession of qualifications related to the activity.
- if the activity is being conducted by external leaders, obtain a copy of relevant qualifications and risk management information.

Please provide information on the leader's/supervisor's relevant qualifications or competence:

Wilderness First Aid including CPR. Knowledge of the activity and associated risks. Experience in undertaking the activity. Demonstrated ability and expertise in undertaking the activity.

Qualifications - Professional Association of Climbing Instructors (PACI) Single Pitch Guide certification (Louise), Certificate IV Outdoor Rec with specialisations in Rock Climbing / Abseiling (Chris).

Minimum activity-specific equipment/facilities

Consider the equipment and facilities required for the activity. Depending on the nature of the activity, this may include:

- First Aid kit (including sufficient and suitable bandages, ice packs, etc as appropriate)
- communication equipment e.g. phone line at location, mobile phone, satellite phone, whistle/marine whistle, walkie talkie/UHF/VHF radio, PLB (personal locator beacon)
- drinking water (students should not share drinking containers)
- sun safety equipment if outdoors (hat, sunscreen, shirt, shade, etc)
- appropriate clothing (consider weather conditions if outdoors)
- injury management procedure (including head injuries where this is a possibility) in place
- suitable personal protective equipment
- all equipment and facilities should comply with relevant safety standards.

Please provide information on activity-specific equipment/facilities:

Appropriate clothing and footwear, taking into account the requirements of the activity and weather conditions. Gloves, backpacks to carry equipment, edge protectors to protect ropes from abrasion damage. Equipment use and maintenance log to be kept for each session. •

Harness and helmet for all participants in line with the following standards and practices: harnesses and helmets specifically designed for rock climbing/abseiling, and compliant with International Mountaineering and Climbing Federation (UIAA), European Committee for Standardization standard or equivalent (refer to UIAA safety standards page for more information), harnesses to be worn at all times during the activity, and to be connected by a safety line (rope or tape) to an appropriate anchor point or belay where exposure to a fall exists, harnesses to be retired by manufacturer's nominated expiry date, helmets to be of the correct size and fit, helmets to be worn and secured throughout any activity session where students are exposed to typical climbing/abseiling hazards, helmets to remain on students until completion of the activity, Safety ropes, harnesses, slings and all other safety equipment (karabiners, slings and chocks), manufactured specifically for rock climbing/abseiling, used according to the manufacturer's specifications and accepted abseiling practices and conforming to Australian Standards and UIAA specifications.

A suitably equipped rescue pack, including, but not limited to: an additional safety rope, equivalent to the height of the highest element or belay wire or anchor point, knife, pair of pliers or multi grips, two-three steel karabiners, abseil ropes (human rated 11mm diameter synthetic kernmantel abseil rope of sufficient length to reach secure ground), tape (for improvised chest harness), 2-3 prusik loops, 2-3 alloy or steel karabiners, belay device, pulley, safety harness connected by a safety line to an appropriate anchor point or belay, Spare equipment to be available in case of emergency.

Vehicular access to within a reasonable distance of the activity in case of emergency.

Governing bodies/associations

- Guidelines/codes of practice are available for many activities. Refer to the relevant governing body/association, if one exists.
- If you are organising sporting competitions or events, refer to Queensland School Sport Unit.

Please provide information on governing bodies/associations, if relevant:

National Outdoor Leader Registration Scheme <http://www.oric.org.au/NOLRS/index.htm>

Professional Association of Climbing Instructors Pty Ltd <http://www.paci.com.au/>

Queensland Adventure Activity Standards http://www.qorf.org.au/01_cms/details.asp?ID=1048

Activity-specific hazards/risks and suggested control measures

Consider the potential hazards and risks involved with this activity and control measures that will be implemented to minimise these risks. Depending on the nature of the activity, this may include:

- establish processes to maintain safe hygiene standards
- be prepared to deal with student injuries/accidents involving bodily fluids that are possible given the nature of the activity and students. Ensure familiarity with Management of Prescribed Contagious Conditions and Infection Control Guideline.
- provide instruction in rules, safety procedures, safe handling of equipment, and prerequisite skills before students commence the activity
- follow progressive and sequential skills development
- monitor student numbers and available space
- provide complete safety instructions on the use of all equipment
- if outdoors, adopt sun-safe strategies, e.g: schedule activity early morning/late afternoon; shaded areas; hats, sun-smart clothing, sunscreen
- check site for hazards and implement controls as necessary
- check site for poisonous plants/dangerous animals
- establish safe, designated areas for people and vehicles
- refer to *Chemical Hazards in the Curriculum* guideline and related *Guidance Notes* if hazardous substances are being used
- establish safety zones for use of equipment, if relevant
- ensure electrical items are maintained as required, and visually inspected before use
- if students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are available (insulin, Ventolin®, EpiPen®, etc)
- refer to Individual Education Plan/Educational Adjustment Plan/Behaviour Management Plan and other student documents
- where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers
- if the activity involves manual tasks, undertake a risk management process to prevent or minimise the risk of injuries
- procedures should be put in place to ban, dissuade or protect (e.g. tape) the wearing of jewellery
- for sporting activities:
 - assess suitability of surface/playing field (loose items, debris, potholes/divots in ground, line markers, or other hazards) and dampness before and during activity, and that the surface is non-slip, even and firm
 - modify activities to match the skill and fitness levels of students
 - have appropriate warm-up and warm-down activities
 - continually monitor students for signs of fatigue and exhaustion
 - if spectacles need to be worn during sports activities/matches and training sessions, ensure that they have plastic frames and plastic lenses. A band should also hold the spectacles on securely.
- for outdoor activities:
 - assess weather conditions before and during activity (e.g. temperature, storms)
 - site activities away from buildings, pedestrians and other activities (as appropriate)
 - consider hazards associated with types of fencing materials, gates and other infrastructure (e.g. barbed wire, star pickets, electrified fencing, rough timber, uneven terrain) and the risk of students being injured by these materials and conditions.

Please provide information on hazards/risks and planned control measures:

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Leader should inspect the area and ensure its soundness before commencing the activity. The location should allow safe access to the staging areas. Visibility and access to be considered before choosing routes. Use, maintain and store equipment according to manufacturer's specifications. Conduct regular equipment checks prior to start of sessions. Particular attention should be given to fastening systems when removable rope systems are used. Check for worn or faulty equipment, and adhere to manufacturer's guidelines for life of equipment. Ensure all safety equipment is in place and in good condition and discard immediately if not suitable. Provide instruction in safe rappelling methods and use of equipment. Supply all equipment in a clean and serviceable condition.

Abseiling rope should be long enough for the descent, and when abseiling/rappelling, a top-rope safety rope should be used in addition to the abseiling rope. Ensure wet equipment is dried before storing.

Use a belay system appropriate to the activity, with supervision at all times. Continuously monitor students, for fear and/or hesitancy, or loss of balance. Ensure long hair is tied back before participating in activity. Students who are actively participating in the activity, must be within view of at least one adult at all times.

Students clearly instructed on other site risks (eg traffic at Split Rock).

Approval	
<input type="checkbox"/>	Approved as submitted
<input type="checkbox"/>	Approved with the following conditions:
<input type="checkbox"/>	Not approved for the following reasons:
By:	Designation:
Signed:	Date:
Once approved, activity details should be entered into the <i>School Curriculum Activity Register</i> by administrative staff.	
Reference No.	

Monitor and Review <i>(to be completed during and/or after the activity.)</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		

Useful activity-specific links

- *Chemical Hazards in the Curriculum* – Curriculum Activity Risk Assessment guideline
<http://education.qld.gov.au/curriculum/carmg/doc/chemical-hazards-template.doc>
- *Chemical Hazards Guidance Notes*
<http://education.qld.gov.au/curriculum/carmg/doc/guidance-notes.doc>
- Developing a Sun Safety Strategy
<http://ppr.det.qld.gov.au/education/community/Pages/Developing-a-Sun-Safety-Strategy.aspx>
- First Aid
<http://ppr.det.qld.gov.au/corp/hr/workplace/Pages/First-Aid.aspx>
- Hazards and Risks – Electrical
<http://education.qld.gov.au/health/safety/hazards/electrical.html>
- Health and Safety Incident Recording, Notification and Management
<http://ppr.det.qld.gov.au/corp/hr/workplace/Pages/Health-and-Safety-Incident-Recording,-Notification-and-Management.aspx>
- How to manage work health and safety risks – Code of Practice 2011
<http://www.deir.qld.gov.au/workplace/resources/pdfs/manage-whs-risks-cop-2011.pdf>

- Infection Control guidelines
<http://ppr.det.qld.gov.au/corp/hr/workplace/Procedure%20Attachments/Infection%20Control/guideline.doc>
- Management of Prescribed Contagious Conditions
<http://ppr.det.qld.gov.au/education/community/Pages/Management-of-Prescribed-Contagious-Conditions.aspx>
- Managing Risks in School Curriculum Activities
<http://ppr.det.qld.gov.au/education/management/Pages/Managing-Risks-in-School-Curriculum-Activities.aspx>
- Managing Risks with Chemicals in Department of Education, Training and Employment (DETE) Workplaces
[http://ppr.det.qld.gov.au/corp/hr/workplace/Pages/Managing-Risks-with-Chemicals-in-Department-of-Education,-Training-and-Employment-\(DETE\)-Workplaces.aspx](http://ppr.det.qld.gov.au/corp/hr/workplace/Pages/Managing-Risks-with-Chemicals-in-Department-of-Education,-Training-and-Employment-(DETE)-Workplaces.aspx)
- Queensland School Sport
http://www.learningplace.com.au/default_suborg.asp?orgid=128&suborgid=788
- Recreational Diving, Recreational Technical Diving and Snorkelling – Code of Practice 2011
<http://www.deir.qld.gov.au/workplace/resources/pdfs/recreational-diving-recreational-technical-diving-snorkelling-cop-2011.pdf>
- Risk Assessment Information Sheet
<http://education.qld.gov.au/curriculum/carmg/doc/cara-information-sheet.doc>
- Safe Work Australia – Safety Data Sheets (SDS)
<http://www.safeworkaustralia.gov.au/sites/swa/whs-information/hazardous-chemicals/sds/pages/sds>
- Safety Data Sheets (SDS) and Labelling
<http://www.deir.qld.gov.au/workplace/hazards/hazchem/managing-risks/labelling-and-safety-data-sheets/index.html>
- *Safety in Recreational Water Activities Act 2011 (Qld)*
<http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/S/SafeRecWaA11.pdf>
- School Excursions
<http://ppr.det.qld.gov.au/education/management/Pages/School-Excursions.aspx>
- Working with Children Check – Blue Cards
<http://ppr.det.qld.gov.au/corp/hr/management/Pages/Working-with-Children-Check---Blue-Cards.aspx>

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