

# YMCA Camp Adair

## Activity Management Plan



Activity	Kayaking			
<b>Activity Description</b>	Experience kayaking in slow moving water			
<b>Activity Site</b>	Camp Adair	<b>Water:</b>	Camp Adair	<b>Toilets:</b> Camp Adair
<b>Instructor Requirements</b>	<ul style="list-style-type: none"> <li>• Can manage entire group effectively</li> <li>• Ensure a first aid kit, radio and rescue kit is readily accessible in your area</li> <li>• Conduct pre use checks on the equipment, element, environment</li> <li>• Continually identify, manage and disclose hazards and risks</li> <li>• Clearly brief the group and ensure they understand their roles and can confidently perform them</li> <li>• Ensure correct clothing is worn</li> </ul>			Instructor Level: <b>1</b>
<b>Participant Competencies</b>	<ul style="list-style-type: none"> <li>• Identify their own challenge</li> <li>• Communicate with the team</li> <li>• Can understand and follow activity safety rules</li> </ul>			Ratio: <b>1:6</b>
<b>Equipment</b>	<ol style="list-style-type: none"> <li>1. Covered footwear</li> <li>2. Water</li> <li>3. Clothes to get wet and muddy in</li> <li>4. First aid kit</li> <li>5. Radio</li> <li>6. Buoyancy Aid</li> <li>7. Helmet</li> <li>8. Throw bag</li> <li>9. Paddle</li> </ol>			Weight: <b>N/A</b>
<b>Policies</b>	Standard operating procedures, SMS, Calling a halt to an activity			
<b>Weather Factors</b>	This activity can be run in most weather conditions unless the river is to high			

Site Specific Hazard	Severity	Potential	Management of Hazard	Result
Drowning	<b>H</b>	<b>H</b>	Ensure that group members are properly briefed on boundaries and wearing appropriate helmets and buoyancy aids before entering water.	<b>M</b>
Strainers			Disclose the risks involved in getting stuck in a strainer and ensure that participants avoid trees and the edge of the bank.	
Sewerage out let			Brief the participants on the boundaries.	
Slippery steps and bank when descending to the water	<b>M</b>	<b>M</b>	Ensure that clients are aware of the footing and proceed with caution.	<b>M</b>
Activity Specific Hazard	Severity	Potential	Management of Hazard	Result
Client getting feet cut or abraded on rocks in river bed	<b>L</b>	<b>M</b>	Ensure clients wear closed toe shoes at all times	<b>M</b>
Client being hit by another kayak or paddle	<b>M</b>	<b>M</b>	Instructor to ensure that all clients are wearing helmets and manage use of equipment at all times.	<b>M</b>
<b>Severity &amp; Potential:</b>	<i>L = Low, M = Medium, H = High</i>		<b>Result:</b>	<i>I = Isolates Hazard, M = Minimizes Hazard, E = Eliminates Hazard</i>

Approved by – Lee Vaughan  
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Reviewed by – Friday, 31 July, 2015



# Incident Response Plan

