



<b>Version</b>	Blue Light – <b>Abseiling</b> - Activity Management Plan – V2
<b>Issue Date</b>	07/09/2023
<b>Review Date</b>	30/07/2024
<b>Next Review</b>	30/07/2025
<b>Revised By:</b>	Dominic Craw
<b>Authorised By:</b>	Brendon Crompton

Blue Light Abseiling Activity Management Plan							
<b>Activity Description</b>	Abseiling down a 9M artificial outdoor Rock-Climbing Wall			<b>Location</b>	Blue Light Youth Centre, Red Hill, Papakura		
Toilets	Yes	Max Ratio	1-Instructor 1-adult 12-Participants	Water	Yes	Mobile Reception	Yes
Instructor Competency	Adventure works level 4/NZOIA qualification or blue light internal competency signed off			Client Competency	Under 160kgs	First Aid Kit Available	Yes
Equipment required by participants	Covered toe shoes, appropriate clothing for the weather, personal medication if needed			Emergency Response / Incident Reporting	Refer to Blue light Rock & Ropes Incident Reporting Procedure		



#	HAZARD	POTENTIAL INJURY/ILLNESS	CONSEQUENCE	LIKELIHOOD	INITIAL RISK RATING	CONTROL METHODS	CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
1	<b>Falling from Height</b> *Unsupervised participants falling from height *Incorrect use of equipment *Incorrect belaying *Instructor error	Death Serious injury Head/Neck/ Spinal Injury	Severe	Likely		*Only trained instructor to run activity and follow BL SOP *Correct size of harnesses used, and chest harness used when necessary *Lock tower bottom door and close roller door when abseil is not being used and participants are present *Safety line always controlled by instructor *All participants in front of safety line are attached to safety rope *Max of 4 participants at the top of the tower at a time *Instructor maintains personal wellbeing while at work	Severe	Rare	
2	<b>Toxic shock</b> (Hanging in harness for too long)	Death Serious Injury Minor Injury	Major	Likely		*Long hair tied back, hoodie strings and necklaces tucked away *Trained rescue instructor onsite and abseil set up as a releasable system *Brief that hands need to keep away from figure 8	Major	Rare	
3	<b>Object Falling from height</b> Physical harm from object falling from above	Death Serious Injury Minor Injury	Major	Likely		*Groups managed by trained instructors and helmets and shoes to be worn and checked before entering the tower *Abseil instructor to communicate with climbing instructor, abseil instructor to have no loose items on person and attach all equipment to person *All items removed from climber and abseil participants before climbing wall or inside tower	Major	Rare	



4	<b>Physical injury when abseiling</b> *Impact injury from hitting into other participants *Impact injury from hitting the wall or ground	Serious Injury Minor Injury Bruising / Bumps/ Grazes	Moderate	Almost Certain		*Only two outside climbs operating when abseil is running *Communication between climbing instructors and abseiling instructors *Participants briefed on how to descend in a controlled and safe manner *Instructor only allowing a slightly slack safety line	Moderate	Unlikely	
5	<b>Psychological harm</b> *Fear of heights *Forced to participate *Panic Attack *Cultural factors	Psychological Harm / Trauma	Moderate	Likely		*Challenge by choice *Full debrief with students to ensure they have a good understanding of activity and safety processes in place *Ensure every group is supported and treated appropriately	Minor	Unlikely	
6	<b>Equipment failure</b> *Anchor failure *Holds or part of the wall breaking off *Safety equipment failing (Harnesses, karabiners)	Death Serious injury Head/Neck/ Spinal Injury	Severe	Likely		*3 month in house inspection completed *Daily visual inspection *Holds tightened in 3-month inspection and continuously monitored throughout sessions *Yearly external inspection to be completed	Severe	Rare	
7	<b>Weather Conditions (Sun, wind, temperature, and lightning)</b> *Hyperthermia Hypothermia *Heat stroke *Struck by lightning	Serious Injury Minor Injury	Major	Likely		*Activities called to a halt when thunder or lightning & 30/30 rule followed *Ensure group has been briefed on appropriate clothing *Shelter provided *Instructors call a halt if participants impacted / affected by the weather *Ensure water / sunblock available.	Moderate	Unlikely	



8	<b>Instructor impairment</b> *Drug and Alcohol	Death Serious Injury Minor Injury	Major	Unlikely		<ul style="list-style-type: none"> <li>* No drinking of alcohol prior to or during activity</li> <li>*Adhere to Blue Light drug and alcohol policy outlines risk and identifies strategies to manage drug and alcohol hazards</li> <li>*Cease Activity if suspected</li> </ul>	Major	Rare	
9	<b>Falling down the tower stairs</b>	Serious Injury Minor Injury	Major	Likely		<ul style="list-style-type: none"> <li>*Ensure all equipment attached to participants so, both hands are free to climb stairs</li> <li>*Brief to cover necessity to always hold handrails</li> <li>*Helmets worn before entering tower</li> <li>*Brief to cover climbing backwards down the stairs of the tower</li> </ul>	Moderate	Unlikely	
10	<b>Rope Burn</b>	Minor Injury	Minor	Likely		<ul style="list-style-type: none"> <li>* Correct body positioning included in brief.</li> <li>* Speed of descend controlled with the safety rope</li> </ul>	Minor	Rare	
11	<b>Operator Fatigue</b>	Death Serious Injury Minor Injury	Major	Likely		<ul style="list-style-type: none"> <li>*Regular breaks, rotations and checks to ensure operator is not fatigued</li> </ul>	Moderate	Unlikely	
12	<b>Slips/ Trips/ Falls</b>	Serious Injury Minor Injury	Moderate	Likely		<ul style="list-style-type: none"> <li>*Ensure good housekeeping. Have equipment. neatly arranged or put away.</li> <li>*Correct instructions on how to conduct oneself during the abseil</li> <li>*Safety check before participant commences activity –</li> <li>*Abseil rigged with releasable system in case of a rescue</li> </ul>	Moderate	Unlikely	



13	Wandering participants	Death Serious Injury Minor Injury	Major	Likely		*Establish clear safety zones. *Instructors to be aware of participant locations at all times.	Major	Unlikely	
14	Entrapment – Crushed Hands & Fingers	Serious Injury Bruising / Grazes / Cuts	Major	Likely		*Participants briefed to keep hands away from figure 8 *Instructors to monitor participants hand positions *Participants briefed on dismount procedure	Major	Unlikely	
15	Manual Handling	Serious Injury Minor Injury	Major	Unlikely		*All staff complete in-house Health and Safety training which includes manual handling	Major	Rare	



In assessing the level of risk, considerations such as the likelihood of an incident happening in combination with the seriousness of a consequence are used to gauge the overall risk level for an activity. The matrix below has been used as a guide to assist with developing the risk assessment:

Risk Level	
Low	Continue
Medium	Control to minimise risk
High	Control to eliminate risk
Severe	Stop – find alternative

### Risk Matrix

Risk Assessment Matrix	Consequences			
	1. Minor	2. Moderate	3. Major	4. Severe
Likelihood	None/minimal Injuries	Moderate injuries	Medical treatment	Fatalities
1. Almost certain	Medium	High	Severe	Severe
2. Likely	Medium	High	High	Severe
3. Unlikely	Low	Medium	Medium	High
4. Rare	Low	Low	Medium	Medium



## Appendix B Emergency Response Plan



### INCIDENT REPORTING PROCEDURE





## Employee Declaration

The Activity Management Plan for Abseiling has been covered in this session and I have been given the opportunity to ask questions and review the information provided. I fully understand the procedures and agree to comply with them.

Employee Name	Signature	Date