

School: _____ Year: _____ Dates: _____

Program: _____ Supervising Staff: _____

Activity Context

Snorkelling is a great activity to introduce participants to exploring the beach and ocean. Snorkelling is conducted at sheltered (not open to normal wave/tide/weather action) beach locations. The activity is designed as an entry level with participants learning how to use a snorkel and mask, swimming on the surface of the water (positive buoyancy) to explore ocean environments. This activity may be modified to a land based beach exploration program if conditions are not safe to enter the water. Participants are transported to activity location in Lutanda Toukley bus.

This document contains the specific risks, control measures and grading for the Snorkelling activity. Please refer to the document **General Activity RMP – Lutanda Toukley** for a list of general risks and control measure relevant for all Lutanda Toukley activities, as well as risk rating information.

Risk Management Plan

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Risk Rating
Snorkelling Specific – Risk factors specifically associated with the activity of snorkelling at Lutanda Toukley				
Drowning Including from hypoxic blackout	<ul style="list-style-type: none"> Participants required to be competent in the water Activity under constant supervision by Instructors Activity conducted in sheltered water environment At risk swimmers required to wear lifejacket Oxygen administration kit on site (Instructors trained in use) Activity is conducted with 'buddy system' (participants required to use buddy) At least two instructors are present for activity Participants required to remain in defined boundaries All snorkelling is on surface (snorkel swimming) unless participants trained in snorkel diving Participants briefed on correct use of equipment Instructors trained in CPR, oxygen administration and water rescue techniques 	Rare	Catastrophic	Medium
Slipping/Tripping Around the activity area	<ul style="list-style-type: none"> Participants encouraged to walk around activity area If wearing fins, participants briefed on correct fitting and walking (backwards on land) Water entry/exit is clear of obstruction 	Unlikely	Minor	Low
Fatigue / Cramp / Stress	<ul style="list-style-type: none"> Participants briefed on warming up for activity Participants shown how to release cramps (if necessary) Activity monitored for fatigue of participants and then removed from water Activity is conducted with 'buddy system' (participants required to use buddy) 	Unlikely	Minor	Low
Spread of infection	<ul style="list-style-type: none"> Snorkels cleaned between use 	Unlikely	Moderate	Medium

Snorkelling Risk Management Plan – Lutanda Toukley

Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Risk Rating
Through sharing snorkel	<ul style="list-style-type: none"> Participants assigned to their own snorkel for activity session 			
Not Equalising Ears Potentially causing perforated ear drum	<ul style="list-style-type: none"> Participants briefed on importance of equalisation All snorkelling is on surface (snorkel swimming) unless participants trained in snorkel diving Participants to demonstrate equalisation if snorkel diving Participants briefed on notifying Instructors if any ear pain occurs 	Unlikely	Moderate	Medium
Swallowing Water	<ul style="list-style-type: none"> Participants shown how to use snorkel and clear snorkel 	Possible	Minor	Medium
Participant Lost	<ul style="list-style-type: none"> Activity under constant supervision by Instructors Activity is conducted with 'buddy system' (participants required to use buddy) Participants briefed on activity boundaries Participants wear brightly coloured rash shirts 	Rare	Major	Low
Powered vessels ie. boats	<ul style="list-style-type: none"> Participants briefed on staying within defined boundaries Dive flags used to let boats know snorkel activity is taking place 	Unlikely	Moderate	Medium
Exposure to Elements Causing dehydration, heat stroke, hypothermia etc.	<ul style="list-style-type: none"> Weather conditions regularly monitored for adverse conditions Participants briefed on wearing suitable protective clothing Participants are encouraged to drink water, carry water bottles, water is located at site Participants monitored closely and treated at first signs of exposure related illnesses Activities modified / cancelled if necessary or alternative activities arranged Sunscreen made available, sun-safe practices encouraged 	Unlikely	Moderate	Medium
Dangerous Water/Weather Conditions Eg. High wind, rough seas, high waves etc.	<ul style="list-style-type: none"> Weather and tide conditions regularly monitored for adverse conditions Activities delayed / cancelled if water conditions increase risk, participants moved to safe area Activities modified / cancelled if necessary or alternative activities arranged Activity not to be conducted in winds higher than 12 knots (22kph) 	Unlikely	Moderate	Medium
Injury or Allergic Reaction caused by organism Bites, stings etc.	<ul style="list-style-type: none"> Groups briefed on arrival on potential hazards from marine creatures Suitable medication and first aid to be readily available Instructional staff have first aid training and knowledge of potential marine hazards and treatment Communication equipment readily available Participants are briefed on not touching marine life Activity will be moved / modified if necessary 	Rare	Moderate	Low
Contact with Natural or Man-made Hazards Causing Injury (cuts, abrasions etc.) Eg. Jetties, rocks, rubbish etc.	<ul style="list-style-type: none"> Participants briefed on potential hazards instructed to remain clear of fixed hazards Minor cuts/abrasions treated to reduce chance of infection Activity conducted in area free of significant hazards Activity will not run or be moved if strong tide into reef/rocks Participants will be briefed on dangers of being cut on rocks Participants required to remain in defined boundaries 	Possible	Minor	Moderate
Pollution	<ul style="list-style-type: none"> Activity area monitored for pollution Activity moved if pollution present 	Rare	Moderate	Low
Damage to environment, including marine life	<ul style="list-style-type: none"> Groups briefed on arrival on potential hazards from marine creatures Participants are briefed on not touching marine life / leaving natural objects 	Unlikely	Minor	Low

Risk Rating Matrix

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk to determine if further treatment is required.

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
1 - Rare	1	2	3 Bites/stings, pollution	4 Participant lost	5 Drowning
2 - Unlikely	2	4 Slipping, cramps, damage to environment	6 Powered vessels, exposure to heat/cold, water/weather conditions, equalising, infection	8	10
3 - Possible	3	6 Cuts, Swallowing water	9	12	15
4 - Likely	4	8	12	16	20
5 - Almost certain	5	10	15	20	25

Risk Treatment

1-4 Low Risk <ul style="list-style-type: none"> Risk does not generally need to be managed any further (current controls are adequate), however the risk needs to be monitored for changes in circumstances and current control effectiveness. Risk generally may be accepted. 	10-14 High Risk <ul style="list-style-type: none"> Risk is unacceptable, risks must be further treated or removed to bring rating to medium Risks are to be re-assessed by Activities Manager
5-9 Medium Risk <ul style="list-style-type: none"> Risk needs to be regularly monitored for any changes and control/treatment effectiveness. Risk may be accepted after consideration. 	15+ Extreme Risk <ul style="list-style-type: none"> Unacceptable risk, urgent attention is required to treat or remove risks Management to consider elimination of activity

Risk Assessment Conducted by: *Program Manager, Lutanda Toukley*

Date of Risk Assessment: 15th June 2017

Date of Review: May 2018