

Curriculum activity risk assessment

Bushwalking – Difficult, Trackless Areas

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Activity scope

This document relates to student participation in Bushwalking as a curriculum activity undertaken by students as a part of a school activity or program.

Bushwalking in difficult or trackless areas is hiking through naturally occurring and/or modified landscapes where the nearest built up area, or safe collecting feature is more than two hours walk but less than two days walk and reached using well developed navigation principles.

In this document, bushwalking relates to conducting walks on class five or six tracks*, or areas where there are limited modifications to the natural surface so that track alignment is indistinct in places, there is minimal clearance along the track, signage is minimal or absent, and there are natural hazards present.

Bushwalking does not refer to camping. If camping is required, refer to the relevant [camping risk assessment](#).

It is highly recommended that the [Queensland Adventure Activity Standards](#) are referred to when planning this activity.

- Which students will be involved?
- What will the students be doing?
- What will the students be using?
- Where will the students be?
- Who will be leading the activity?

Risk level

The actual risk level will vary according to the specific circumstances of the activity and these **must** be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

Inherent risk level		Action required / approval
<input type="checkbox"/>	High	Likely chance of a serious incident and injury requiring medical treatment <ul style="list-style-type: none"> <input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> must be completed. <input checked="" type="checkbox"/> Principal or delegated Deputy Principal or Head of Program (i.e. HOD, HOSES, HOC) to review and approve risk assessment. <input checked="" type="checkbox"/> Obtaining parental permission is recommended. <input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i>.

* Refer to the glossary on the last page for detailed information on track classification.

Teachers/leaders:		
Activity description:		
Start date:	Finish date:	No of students (approx.):
Class groups:		Supervision ratio (approx.):

Listed below are the minimum recommendations for this type of activity. For any items ticked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

Minimum supervision

Adequate adult supervision is to be provided. In determining what is adequate, consider the number of students, their individual needs, and the nature of the activity.

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.

Registered teacher with minimum qualifications as outlined below

OR

An adult with minimum qualifications as outlined below, in the presence of a registered teacher

When planning any outdoor activity, the ratio of qualified, experienced leaders to dependent participants needs to be considered. In certain situations, judgement may dictate smaller or larger numbers of participants per leader.

Several variables can affect this decision, including but not limited to:

- outcomes of the risk management process
- the leaders' experience
- participants' expected capabilities (i.e. experience, competence, fitness)
- type, difficulties, distance and condition of trails, vehicle tracks or roads
- conditions (environment, weather)
- planned duration of the activity
- number of participants and optimum group size
- remoteness of the activity
- suitability and availability of equipment
- likelihood of leader becoming incapacitated or separated from participants.

Further information:

Minimum qualifications

The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.

Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel.

OR

Remote area first aid if operating more than one hour away from emergency services

[Blue Card](#) requirements met

High — Likely chance of a serious incident and injury requiring medical treatment

Demonstrated skills and currency that meet the leadership, group management, technical capacities and safety requirements (including familiarity with the environment, map coverage of the area and emergency procedures by all adult participants) of the specific circumstances being addressed

Minimum qualifications

The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.

For a registered teacher:

- A statement of attainment from a registered training organisation covering the following units of competence:
- SROODR005A — Guide outdoor recreation sessions
 - SROBWG002A — Demonstrate bushwalking skills in difficult or trackless areas
 - SRONAV002B — Navigate in difficult or trackless areas
 - SROOPS003B — Apply weather information
 - SRXEMR001A — Respond to emergency situations
 - SROBWG004A — Demonstrate river crossing skills
- OR**
- A statement of attainment for a nationally recognised course, at bushwalking guide, difficult or trackless, level from a Registered Training Organisation
- OR**
- Registered leader of bushwalking (guide, difficult or trackless areas) from the [National Outdoor Leader Registration Scheme](#)
- OR**
- Certificate IV in Sport, Outdoor or Community Recreation or higher, with specialisations in appropriate activities

For a leader other than a registered teacher:

- A statement of attainment for a nationally recognised course, at bushwalking guide, difficult or trackless areas, level from a Registered Training Organisation
- OR**
- Certificate IV in Sport, Outdoor or Community Recreation or higher, with specialisations in appropriate activities
- OR**
- Registered leader of bushwalking (guide, difficult or trackless areas) from the [National Outdoor Leader Registration Scheme](#)

Further information:

Minimum equipment/facilities *If 'No' is ticked, provide further information.*

Yes

No

First aid kit suitable for activity

Communication system.

Electronic and other equipment that can be damaged by water is to be carried in water resistant containers. Leaders are responsible for determining the equipment to be carried by all participants. The following communication equipment should be carried as appropriate for the activity and area of operation:

phone-line at location

mobile phone

satellite phone/UHF radio

PLB (personal locator beacon)

Minimum equipment/facilities <i>If 'No' is ticked, provide further information.</i>	Yes	No
Other:		
Sun safety equipment (hat, sunscreen, shirt etc)	<input type="checkbox"/>	<input type="checkbox"/>
Sufficient drinking water: Students should have individual drinking containers and each student should be carrying two – three litres of water per day.	<input type="checkbox"/>	<input type="checkbox"/>
Insect repellent	<input type="checkbox"/>	<input type="checkbox"/>
Adequate food supplies: When planning for activities, have sufficient supplies for 24 hours more than the initial planned duration.	<input type="checkbox"/>	<input type="checkbox"/>
<p>The first aid officer should have:</p> <ul style="list-style-type: none"> <input type="checkbox"/> a first aid kit suitable for the activity <input type="checkbox"/> a medical alert list collated from information on medical consent forms before departure <input type="checkbox"/> a first aid register, accident and illness reports <input type="checkbox"/> procedures for administering student medication <input type="checkbox"/> a communication procedure for external assistance if required. 		
<p>Students should have:</p> <ul style="list-style-type: none"> <input type="checkbox"/> personal food and water (including emergency rations) <input type="checkbox"/> protective clothing (long-sleeved shirt and pants, suitable shoes) <input type="checkbox"/> insect repellent <input type="checkbox"/> personal hygiene items <input type="checkbox"/> a whistle <input type="checkbox"/> a plastic bag for rubbish <input type="checkbox"/> a personal first aid kit. 		
<p>A route card should be left with a responsible adult not involved in the activity, e.g. local police, park ranger, Principal. It should include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> an outline of the route to be followed <input type="checkbox"/> the number and names of the party <input type="checkbox"/> the estimated time of departure and estimated time of arrival of the party <input type="checkbox"/> a contact person (e.g. Principal) in the case of emergency <input type="checkbox"/> alternative routes/tracks. 		
Permission and/or relevant permits from landowners and land-management agencies to enter their property; Adhere to all permit requirements.	<input type="checkbox"/>	<input type="checkbox"/>
Emergency management plan	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
	<ul style="list-style-type: none"> Establish resting stops where appropriate. 	<input type="checkbox"/>	<input type="checkbox"/>	
Students <ul style="list-style-type: none"> Special needs High risk behaviours Medical conditions Student numbers 	<ul style="list-style-type: none"> Brief students about the nature and purpose of the activity, potential hazards and appropriate safety procedures, including those of the first aid officer. Conduct lead-up activities before the activity. Obtain parental permission, including relevant medical information. When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily 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. Ensure there is adequate adult supervision. (In doing this, consider maximum group size and adult: student ratio.) 	<input type="checkbox"/>	<input type="checkbox"/>	
Water <ul style="list-style-type: none"> Risk of drowning Water quality Creeks, rivers Dams, ponds 	<ul style="list-style-type: none"> Adhere to Recreational Swimming Guidelines if swimming takes place. Adhere to Guidelines for Managing Risks in Recreational Water if applicable. Constantly monitor surroundings for creeks, water etc. 	<input type="checkbox"/>	<input type="checkbox"/>	

Additional control measures	
<i>These would relate to the specific student needs, location and conditions in which you are conducting your activity.</i>	
Hazards/Risks	Control Measures

Submitted by:	Date:
List the names of those who were involved in the preparation of this risk assessment.	

Approval	
<input type="checkbox"/>	Approved as submitted:
<input type="checkbox"/>	Approved with the following condition(s):
<input type="checkbox"/>	Not approved for the following reason(s):
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 and/or at the completion of the series of activities.</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:		

Important links

- HLS-PR-012: Curriculum Activity Risk Management
<http://education.qld.gov.au/strategic/eppr/health/hlspr012/>
- HLS-PR-003: First Aid
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions
<http://education.qld.gov.au/strategic/eppr/health/hlspr004/>
- Infection Control Guideline
http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf
- HLS-PR-005: Health and Safety Incident Recording and Notification
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- SCM-PR-002: School Excursions
<http://education.qld.gov.au/strategic/eppr/schools/scmpr002/>
- HRM-PR-010: Working with Children Check – Blue Cards
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>
- HLS-PR-013: Developing a Sun Safety Strategy
<http://education.qld.gov.au/strategic/eppr/health/hlspr013/>
- Guidelines for Managing Risks in Recreational Water
http://www.nhmrc.gov.au/files_nhmrc/file/publications/synopses/eh38.pdf
- National Outdoor Leader Registration Scheme
http://www.qorf.org.au/01_cms/details.asp?ID=353
- Queensland Adventure Activity Standards
http://www.qorf.org.au/01_cms/details.asp?ID=1048
- Recreational Swimming Guidelines
<http://education.qld.gov.au/strategic/eppr/health/hlspr012/resources/swimmingrec.pdf>
- Classification of Walking Tracks
<http://www.outdoorswa.org/files/Bushwalking%20Levels%20&%20Assessment%20Requirements.pdf>

Glossary and other information

Summary of the Australian Standard™ Walking Tracks Part 1: Classification and Signage (AS 2156.1—2001)₃

CLASS 5

This is an opportunity for visitors with advanced outdoor knowledge and skills to find their own way along often indistinct tracks in remote locations. Users can expect frequent opportunities for solitude with few encounters with others.

Elements for classification

Track conditions

There are limited modifications to natural surfaces and the track alignment may be indistinct in places. There is minimal clearing and debris along the track.

Gradient

It may include steep sections of unmodified surfaces.

Signage

Signage is limited and only for management purposes.

Infrastructure

Facilities are generally not provided except for specific safety and environmental considerations.

Uncontrolled copy. Refer to *HLS-PR-012: Curriculum Activity Risk Management* at <http://education.qld.gov.au/strategic/eppr/health/hlspr012/> for master.

Terrain

Users require a high degree of specialised skills such as navigation skills. Users may require maps and navigation equipment to successfully complete the track. Users need to be self-reliant, particularly in regard to emergency first aid and possible weather hazards.

Weather

Storms and severe weather may affect navigation and safety.

Management intervention

This is low and tracks are inspected on a regular basis and after major natural events such as cyclones or fires. Any built facilities are managed for public risk, with an inspection interval of six to eighteen months. Track details may be shown on local maps and brochures.

CLASS 6

This is an opportunity for highly experienced walkers to explore remote and challenging natural areas without reliance on managed tracks. Users can expect extended periods of solitude with few encounters with others.

Elements for classification**Track conditions**

There is no modification of the natural environment.

Gradient

It may include steep sections of unmodified surfaces.

Signage

Signage is generally not provided.

Infrastructure

Facilities are generally not provided.

Terrain

Users require previous experience in the outdoors and a high level of specialised skills such as navigation skills. Users will generally require a map and navigation equipment to complete the track. Users need to be self-reliant, particularly in regard to emergency first aid and possible weather hazards.

Weather

Storms and severe weather may affect navigation and safety.

Management intervention

This is negligible. Tracks are not managed for public risk and users are responsible for personal safety and need to exercise appropriate care. Track details will not normally be provided by the managing authority.

Standards Australia (2001) Australian Standard™ Walking tracks Part 1: Classification and signage. Standards Australia, Sydney

Further information

For further information on incorporating risk management strategies into curriculum activity planning refer to [HLS-PR-012 Managing Risks in Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Assessment Guidelines](#). (See: <http://education.qld.gov.au/strategic/eppr/health/hlspr012/index1.html>)

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.