

Curriculum activity risk assessment

Bushwalking – Unmodified 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 unmodified areas is hiking through naturally occurring landscapes where the nearest built up area, or safe collecting feature might be more than two days walk and reached using extensive navigational skill.

in this document, bushwalking relates to conducting walks in areas which are totally natural, where there are no modifications to the natural surface, where no tracks exist and there is no signage.

Bushwalking does not refer to camping.



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:

- 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?

Inherent risk level		Action required / approval
<input 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> 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> .

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 checked '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

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.

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 of the environment, map coverage of the area and emergency procedures by all adult participants) of the specific circumstances being addressed

For a registered teacher:

- A statement of attainment from a Registered Training Organisation covering the following units of competence:
 - SROODR005A
Guide outdoor recreation sessions
 - SROBWG003A
Demonstrate bushwalking skills in unmodified landscapes
 - SRONAV003B
Navigate in unmodified landscapes in extreme environmental conditions
 - SROOPS004B
Interpret weather conditions in the field
 - SRXEMR002A
Coordinate emergency response
 - SROBWG004A
Demonstrate river crossing skills
- OR**
- A statement of attainment for a nationally recognised course, at bushwalking guide, unmodified landscapes level from a Registered Training Organisation
- OR**
- Registered leader of bushwalking (guide, unmodified landscapes) from the [National Outdoor Leader Registration Scheme](#)
- 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 or Skill Set, at bushwalking guide, unmodified landscapes, level from a Registered Training Organisation
- OR**
- Certificate IV in Sport, Outdoor or Community Recreation or higher with specialisation as bushwalking guide, unmodified landscapes
- OR**
- Registered leader of bushwalking (guide, unmodified landscapes) from the [National Outdoor Leader Registration Scheme](#)

Further information:

Minimum equipment/facilities <i>If 'No' is ticked, provide further information.</i>	Yes	No
First aid kit suitable for activity	<input type="checkbox"/>	<input type="checkbox"/>
<p>Communication system: The following communication equipment should be carried as appropriate for the activity and area of operation. 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.</p>		
<input type="checkbox"/> phone-line at location <input type="checkbox"/> PLB (personal locator beacon) Other:	<input type="checkbox"/> mobile phone <input type="checkbox"/> satellite phone/UHF Radio	
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> <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> <input type="checkbox"/> personal food and water (including emergency rations) <input type="checkbox"/> protective clothing (long sleeve 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> <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; (You must adhere to all permit requirements.)	<input type="checkbox"/>	<input type="checkbox"/>
Emergency management plan	<input type="checkbox"/>	<input type="checkbox"/>

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
<ul style="list-style-type: none"> Trees/branches Adverse terrain 	<ul style="list-style-type: none"> Constantly monitor surroundings for slip, trip and fall hazards. Have suitable recovery or rescue equipment. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
Physical exertion <ul style="list-style-type: none"> Strains and sprains Cramps Exhaustion and fatigue 	<ul style="list-style-type: none"> Ensure that the health, maturity, fitness, suitability and competency of participating students match the challenge. Continually monitor students for fatigue and exhaustion. Have appropriate lead up activities. Establish resting stops where appropriate. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <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"> 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.) Conduct lead up activities before the activity. Brief students about the nature and purpose of the activity, potential hazards and appropriate safety procedures, including those of the first aid officer. Ensure there is adequate adult supervision. (Consider the maximum group size and adult: student ratio.) 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. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Water <ul style="list-style-type: none"> Risk of drowning 	<ul style="list-style-type: none"> Adhere to Recreational Swimming Guidelines if swimming takes place. 	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
<ul style="list-style-type: none"> Water quality Creeks, rivers Dams, ponds 	<ul style="list-style-type: none"> Adhere to Guidelines for Managing Risk in Recreational Water if applicable. Constantly monitor surroundings for creeks, water etc. 	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	

Additional control measures

These would relate to the specific student needs, location and conditions in which you are conducting your activity.

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-003: First Aid
<http://education.qld.gov.au/strategic/epr/health/hlspr003/>
- HRM-PR-010: Working with Children Check – Blue Cards
<http://education.qld.gov.au/strategic/epr/hr/hrmpr010/>
- HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions
<http://education.qld.gov.au/strategic/epr/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/epr/health/hlspr005/>
- SCM-PR-002: School Excursions
<http://education.qld.gov.au/strategic/epr/schools/scmpr002/>
- HLS-PR-013: Developing a Sun Safety Strategy
<http://education.qld.gov.au/strategic/epr/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/epr/health/hlspr012/resources/swimmingrec.pdf>
- Classification of Walking Tracks
<http://www.outdoorswa.org/files/Bushwalking%20Levels%20&%20Assessment%20Requirements.pdf>

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/epr/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.