

APPLICABLE FP POLICY, LEGISLATION, INDUSTRY STANDARDS

None

ACTIVITY OVERVIEW (INSERT)

Makeshift or temporary structures for the purpose of camping, teaching, and experimenting, to create a more comfortable camping environment. Structures include but are not limited to; Toilet shelter, shower tower, seating, etc

LOCATION

Kevin Tylee's land near the Pokai Whenua stream

SUPERVISION REQUIREMENTS

COMPETENCY INSTRUCTOR

- a) Supervision category: Instructor supervised activity X
- b) Min supervision age: 18 years or older
- c) Min Qualification/ Competency: First aid, knowledge of bush environment and camping environment. Able to instruct and teach well.
- d) Min experience: Must have handy man building experience, know how to use simple hand and power tools

COMPETENCY ADULT (ONLY STATE IF VISITING ADULTS SUPERVISES ACTIVITY)

EQUIPMENT

- a) Cell phone
- b) First Aid kit (groups are required to supply their own first aid needs, however FP does have supplies available)
- c) Hand tools (saws, knives, hammers, screw drivers, drill bits, etc)
- d) Battery operated power tools (drills)
- e) Building material (timber, rope, tubing, containers, etc)

PARTICIPANT REQUIREMENTS

COMPETENCY

- a) Minimum age: 12 or older
- b) Minimum level of competency: able to use hand and battery-operated drills, able to listen and follow instructions.

EQUIPMENT

- a) Clothes: Outdoor clothing, rain coat
- b) Foot wear: shoes
- c) Other: Sun block

SUPERVISION STRUCTURE

NUMBERS:

28 Maximum

RATIOS

4 adults to 28 participants (includes 2 instructors)

SUPERVISION POSITION

Amongst participants

RATIO SUPERVISION CHANGES

SPECIFIC SUPERVISION INSTRUCTIONS FOR ADULT HELPERS (WHEN ADULT HELPERS ARE UNDER SUPERVISION OF FP INSTRUCTOR)

Must be able to assist with and coordinate simple bush like structures

HAZARD REGISTER: DATE REVIEWED: JULY 2024

Hazard (what poses the threat)	Poss. Risk (injury outcomes)	Category (environment, people, equipment)	Risk rate	Controls in place (What we do to either eliminate, minimise or isolate the hazard or risk)	Responsible (who is responsible for dealing with this hazard during activity)
This will specifically show the hazard that could cause harm, for example high winds, sun, water, cliffs, specific behaviour, material or equipment used.	This column shows what injury or harm could be caused by the hazard. For example, water could cause drowning, or the sun could cause sunburn.	All hazards fall in three categories; Environment, people, or equipment.	This column compares the likelihood of the hazard causing harm, with the level of severity caused by the harm. For example, Sunburn is highly likely and the severity low to medium. See our risk rate graph below.	This is probably the most important of all columns. Here we explain how we manage the hazard in the far-left column. This is where you can decide if you think that what we do is enough and participate in the activity. For example, in the case of the <i>hazard sunlight, which causes sunburn, and is in the category environment; We advise all groups to bring along their own sunblock prior to camp. FP supplying groups with sunblock simply would not be cost effective, and tricky for us to manage.</i>	This column simply shows who is responsible for the controls we have in place, who will enforce those controls, upkeep and maintain them.
Hand Saw	Cuts to parts of the body	people	Medium	All participants will be taught how to use tools properly either supported on a saw horse or by other means of clamping, or use of hands. Where possible tools will be used and stored in such a way to prevent injury. Consideration will be given to the use of space around someone using a tool. Shoes must be worn at all times.	FP staff and participants
Drill	Entangled hair or clothing	people	Low		
Hamer	Blow to finger or other body part Blow to someone else	people people	Medium High		
Structure	Falling over causing multiple injuries	Equipment/ people	High	All structures will be built according to preapproved plans which have been tested. Plans are available on request.	FP staff
Uneven ground and surfaces	Rolled ankles or multiple trip hazards	environment	Medium	Where possible building will only commence in area suitable to working with tools.	FP staff
Sun	Sun burn	environment	Medium	Participants and caregivers are asked prior to the event to bring along sun screen. Instructors will check with participants if sun block has been applied	FP staff and participants
Weather	Hypothermia Heat stroke	environment environment	Medium Medium	In rainy conditions work will stop Where possible building will only happen at times when heat is not a factor or in shaded areas. The out camp location has plenty of shade cover.	FP staff FP staff

VERSION

Version	Date	Changes made	Approved by
1.0	8 nov 2018	SOP created	Gus
1.1	1 July 2024	New SOP created	Kowie