

## Standard Operating Procedure

## Activity: Hydro Slide

## APPLICABLE FP POLICY, LEGISLATION, INDUSTRY STANDARDS

1. Adult Supervision Training and Adult Supervision Assessment and Agreement
2. Supervising adults under surveillance by Finlay Park staff at random times.
3. Slide structure checked and logged once a month

## ACTIVITY OVERVIEW (INSERT)

A straight high speed slide into Lake Karapiro, covering some meters on the water

## LOCATION

117 Finlay road, Finlay Park water front, Lake Karapiro

## SUPERVISION REQUIREMENTS

## COMPETENCY INSTRUCTOR

No instructor needed

## COMPETENCY ADULT

- a) Supervision category: Adult supervision required
- b) Min supervision age: 16 years or older
- c) Min Qualification/ Competency: Must have completed the Adult Supervision Training and assessed by Finlay Park Staff as competent to supervise the activities. Must be able to instruct a group of participants and have knowledge of water safety. Be able to swim confidently
- d) Min experience: Experience swimming, and leading

## EQUIPMENT

- a) Cell phone
- b) First Aid kit (groups are required to supply their own first aid needs, however FP does have supplies available)

## PARTICIPANT REQUIREMENTS

## COMPETENCY

- a) Minimum age: 5 years or older
- b) Minimum level of competency: confidence to deal with water depth where the participant won't be able to stand. Willingness to participate without panic.

## EQUIPMENT

- a) Clothes: Togs or wet suit
- b) Foot wear: None
- c) Other: Life Jacket or PFD

## SUPERVISION STRUCTURE

## NUMBERS:

One person at a time, however a significant number of participants can be in line.

## RATIOS:

Must have a minimum of two adults supervising at all times

## SUPERVISION POSITION:

Adults must be positioned in two places.

1. The Slide tower ( start of slide)
2. The Lake pontoon (exit of slide) Adult on the pontoon ( raft) must wear a lifejacket in case a participant needs assistance

## RATIO SUPERVISION CHANGES

More adults can be useful if it is likely a participant is willing to go down the slide but there is a suspicion the participant might not cope with the nature of the slide once sliding down it. These extra adults should be ready and willing to jump of the pontoon if needed. They must be wearing a life jacket or PFD

## SPECIFIC SUPERVISION INSTRUCTIONS FOR ADULT HELPERS

- 1) One adult to control the slide tower
  - a) This person is in charge of checking life jackets

- b) Checking competence (is this person confident in water?)
- c) And releasing the person if all is clear
- d) Check for clear landing (no kayaks, boats, swimmers, or things like boats tied to jetty)
- 2) One adults to control the Raft ( who must be wearing a life jacket or PFD)
  - a) To make sure no boats, kayakers or swimmers interfere with the slide landing area
  - b) To support sliders who have landed
  - c) To control the area

## ACTIVITY IN OPERATION

### GENERAL EMERGENCY PROCEDURES AND RESCUE SCENARIOS

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| <ul style="list-style-type: none"> <li>1) Minor incidents (scale 1 – 5):           <ul style="list-style-type: none"> <li>a) Pause the activity if needed</li> <li>b) Administer first aid (kit provided, or first aid room)<br/>Note: All groups are notified to bring their own first aid supplies.</li> <li>c) Assess whether victim can continue or needs to return to camp</li> <li>d) Assess whether activity can continue</li> <li>e) Fill out incident form and notify senior staff as soon as possible</li> </ul> </li> <li>2) Serious harm incidents (scale 6 – up)           <ul style="list-style-type: none"> <li>a) Stop the activity</li> <li>b) Ensure the safety of yourself and the participants.</li> <li>c) Administer first aid</li> <li>d) Contact senior staff immediately for extra assistance and/ or contact emergency services</li> <li>e) With senior staff fill out incident report and investigation</li> </ul> </li> <li>3) Flooding:           <ul style="list-style-type: none"> <li>a) Move group to higher ground ASAP</li> <li>b) Account for all staff and participants</li> <li>c) Inform senior staff of situation</li> </ul> </li> <li>4) High winds/ cyclone:           <ul style="list-style-type: none"> <li>a) Move group to more sheltered position and/ or</li> <li>b) Account for all staff and participants</li> </ul> </li> <li>5) Earth quake:           <ul style="list-style-type: none"> <li>a) Move group to assembly area ASAP or move group away from lake and toward top of Finlay Road ASAP. (if within camp grounds set off fire alarm system)</li> <li>b) Report to senior staff ASAP and account for all staff and participants.</li> </ul> </li> <li>6) Fire:           <ul style="list-style-type: none"> <li>a) Raise the alarm and move toward assembly area ASAP.</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>b) Report to senior staff ASAP and account for all staff and participants.</li> <li>c) Contact emergency services</li> </ul> <p>7) Rescues</p> <ul style="list-style-type: none"> <li>1. Participant coming down slide has hit obstacle (other slide user, kayak, or boat)</li> <li>2. Assess injury as soon as possible, in case of neck or back injury stabilise person as good as is possible in the water, and remove victim from lake to perform first aid. In case of / or suspected back or neck injury ;           <ul style="list-style-type: none"> <li>i. Get a stretcher (back of work shop or first aid room)</li> <li>ii. Secure person on stretcher and float to side of the lake</li> <li>iii. Get 3 helpers and carefully remove participant from water</li> <li>iv. Continue first aid</li> </ul> </li> </ul> |
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## SUPPLEMENTARY INFORMATION

### LOW WATER LEVELS

If Slide cannot be opened due to low lake levels or other causes, the key to unlock the slide must be removed and placed in the staff room with a note explaining to other staff why the key was removed from circulation.

This is to prevent unauthorised use of the slide by the visiting group.

HAZARD REGISTER

Activity	Hydro slide			Supervision category	Adult supervision required!
Area	Lake Karapiro/ front of river cabins			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)
The Lake	Drowning	Environment/ people	High	All participants are required to wear lifejackets, which are to be checked by supervising adults. All participants get instruction on how to wear a lifejacket. We have two adults supervising the Slide at all times, one on top of slide tower and one on the lake. A rescue buoy is on hand for the supervising adults at the lake raft near the slide. The slide when in use is under surveillance by FP staff who will come and check-up on supervising adults.	Supervising adults
Water force	Cuts and or bruises	environment	High	All participants are instructed to go down the slide on a board (boogie, wave or body board) which reduces the impact of water on all parts of the body. Slide cannot be used without a board unless user wears a wet suit	FP staff, supervising adults
Weather	Hypothermia	environment	Medium	In cold weather groups are advised to wear wet suits or if not available to use the slide for only a short amount of time combined with the Spa Pool to warm up.	Supervising adults and participants
Object or person in the path of slide	Crash into object or person	People	High	Slide rules state only one person at a time down the slide. Supervising adult on top of tower controls who goes down and when. Participant can only go down if Slide path, which is marked with buoys, is clear. All kayakers and boat drivers are advised to remove themselves from the area when slide is in use.	Supervising adults
Sitting position/ objects	Head/ neck injury	People/ equip	High	The slide has a smooth curve at the bottom to prevent neck or head injuries. All participants are advised to lie down rather than to sit up.	Supervising adults
Slide/ tower	Cuts / bruises	equipment	Low	The slide is checked for sharp object/ protruding objects and other defects once a month and this is logged in the activity maintenance log book	FP staff
tower	Fall of tower/ or slide	Equipment/ people	Medium	The stairs going up to the tower are removable and need to be removed at the end of a session so no young children can climb up the stairs and accidentally fall of the tower. The tower has a rail around the top platform to prevent people from falling	Supervising adults
weather	Sun stroke	environment	Low	Ample drinking water and shade areas available. Supervising adults to monitor own group	Supervising adults
weather	Sunburn	environment	Low	Groups are advised to bring own sun block and apply it liberally	Supervising adults

## VERSION

Version	Date	Changes	Authorized by
1.0	18 Feb 2016	Implemented version graph	Gus
1.1	11 July 2017	Changes to emergency procedures	Gus
1.2	20 Sept 2017	Added lake level website and min height level	Gus
1.3	10 July 2018	Changes made to participant requirements	Gus
1.4	16 <sup>th</sup> November 2020	Added supervisor on raft must wear a life jacket	Gus
1.5	2 July 2024	Created new SOP	Kowie