

APPLICABLE FP POLICY, LEGISLATION, INDUSTRY STANDARDS

- a) Adult Supervision Training and Adult Supervision Assessment and Agreement
- b) Engineers' inspection and report annually (see separate document)
- c) T bar and pulley block design by Roberts Engineering October 2014
- d) Supervising adults under surveillance by Finlay Park staff.
- e) ASG High wire and swing V3

ACTIVITY OVERVIEW (INSERT)

A zip line over and across part of the confidence course, with a height over three meters in some areas

LOCATION

117 Finlay Road, Confidence course area near the lake edge

SUPERVISION REQUIREMENTS**COMPETENCY INSTRUCTOR**

- a) Supervision category: Instructor to act as a supervisor and advisor for adults who manage this activity
- b) Min age instructor age: 18 years or older
- c) Minimum Qualification/ competency: No formal qualification required. Must have read and understood the Flying Fox SOP and hazard register. Must have a first aid certificate, and must display good communication skills and assertiveness. Must be deemed competent by Finlay Park training assessor
- d) Minimum experience: Must have experience managing the flying fox for at least five hours.

COMPETENCY ADULT

- e) Supervision category: Adult supervision required
- f) Min supervisor age: 16 years or older
- g) Minimum Qualification/ competency: Must have completed the Adult Supervision Training and assessed by Finlay Park Staff as competent to supervise the activities. Able to manage one person at a time, checking safety measures and able to engage participants. Understanding of risks involved.
- h) Minimum experience: None

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) Key, and key bag (helmets, harnesses and karabiners)
- d) Rescue kit (kept in old office near flying fox location)

PARTICIPANT REQUIREMENTS**COMPETENCY**

- a) Min age: 5 years or older and able fit harness properly
- b) Min level of competency: Able to hold on with two hands, willingness to participate
- c) Max weight: Participants need to be under 80kg. Flying fox has been tested for 90kg participants. 500mm Clearance from ground to seat height at 90kgs

EQUIPMENT

- a) Clothes: Normal wear
- b) Foot wear: Shoes or bare feet
- c) other

SUPERVISION STRUCTURE**NUMBERS**

One person at a time. Maximum number of participants lining up: approx. 20, this is due to vicinity to other activities and the nature of activities, with participants usually "roaming"

RATIOS

2 trained adults

SUPERVISION POSITION

One adult to supervise the flying fox tower and one adult to supervise the landing zone.

RATIO SUPERVISION CHANGES

n/a

SPECIFIC SUPERVISION INSTRUCTIONS FOR ADULT HELPERS

The adult **in charge of the tower must**; safety check participants and is in control of when a participant launches. The adult in charge in the **landing zone** must keep the zone clear of spectators and assist participants in dismounting the flying fox bar.

ACTIVITY IN OPERATION**GENERAL EMERGENCY PROCEDURES AND RESCUE SCENARIOS**

Minor incidents (scale 1 – 5):

- a) Pause the activity if needed
- b) Administer first aid (kit provided, or first aid room) Note: All groups are notified to bring their own first aid supplies.
- c) Assess whether victim can continue or needs to return to camp
- d) Assess whether activity can continue
- e) Fill out incident form and notify senior staff as soon as possible

Serious harm incidents (scale 6 – up)

- a) Stop the activity
- b) Ensure the safety of yourself and the participants.
- c) Administer first aid
- d) Contact senior staff immediately for extra assistance and/ or contact emergency services
- e) With senior staff fill out incident report and investigation

Flooding:

- a) Move group to higher ground ASAP
- b) Account for all staff and participants
- c) Inform senior staff of situation

High winds/ cyclone:

- a) Move group to more sheltered position and/ or
- b) Account for all staff and participants

Earth quake:

- a) Move group away from lake and toward top of Finlay Road ASAP, or move group to assembly area ASAP if activity is within camp grounds. (if within camp grounds set off fire alarm system)
- b) Report to senior staff ASAP and account for all staff and participants.

Fire:

- a) Move group away from imminent danger ASAP and find best possible safe zone or if within camp boundaries, raise the alarm and move toward assembly area ASAP.
- b) Report to senior staff ASAP and account for all staff and participants.
- c) Contact emergency services

Rescues:

1. Participant suspended and unable to dismount seat due to height

a) Scenario 1

Participant jammed in area unable to reach by tractor (From start of confidence course back to flying fox dismount tower.

- I. Inform senior staff
- II. See for rescue, rescue kit in the old office with procedures in the box.

b) Scenario 2

Participant jammed in area low enough for the tractor to reach (area from confidence course onwards to end of flying fox line)

- III. Inform senior staff
- IV. Secure flying fox participant/ t bar to prevent it from accidentally moving into the tractor if at all possible
- V. Direct driver to site, and man the tractor bucket, with personal safety line, sling, two karabiners and rescue line for participant.
 - a. Anchor sling and karabiner to cable and use Italian hitch with rescue line for the participant, and lower participant to the ground or
 - b. Manoeuvre participant onto bucket/ platform. Secure participant to tractor. Unclip from T bar and lower participant

SUPPLEMENTARY INFORMATION

HAZARD REGISTER

Activity		Flying Fox			Supervision	Adult supervision required !
Area	Confidence course			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)	
Platform, and gate	Fall from platform	People/ equipment	Low	When in use the platform shall only be occupied by the supervising adults and the person going on the flying fox. Every other person stays on ground level. When tower is not in use the gate is closed. Gate also closes between participants and the area in front of the gate clearly marked as a danger zone. The fall height from the tower is minimal.	Supervising adults and FP Staff	
Harness and buckle	Slipping out of harness	equipment	Medium	Participant is to be harnessed as soon as they rise on the platform and the belt is to be adjusted to the correct size under the arms. The buckle is self-locking. Harness and buckle are checked by a trained supervising adult. Activity is under surveillance by FP staff (a staff member is assigned to checking the adult supervised activities when they are open)	Supervising adults and FP staff	
Participant weight	Ground impact	People/ equipment	High	The maximum weight for the flying fox is 80Kg's and shall not be exceeded. All occupant regardless of their weight are advised to keep their legs straight at the knees in sitting position. Flying fox can be safely used at 90Kg's to allow for variance. The Flying fox is checked monthly by FP staff (visual and in depth inspection) , bi annually by an engineer (see report) and daily when in use by FP staff (visual check)	FP staff and supervising adult	
Seating position on bar and brake system	Knock on participants head	People	Medium	Rule's state the participant has to keep their head to the left or to the right of the T bar so they can see ahead of them and brace (hold on to the pole) when brakes come on. Participants are fitted with a helmet.	Participant and supervising adult	
Flying fox bar	T bar hitting face when dismounting as bar moves up due to weight reduction	people	Medium	We require an adult to be present in the dismount area, to assist with the dismount process. Due to the height of the seat and the spring tension in the cable weight from an adult is needed to hold the seating bar down when a child dismounts.	Supervising adults	
Car or person	Flying fox area crossed by vehicle, multiple injuries	People	High	When commencing Flying Fox activity, cones need to be placed across the service road at the end of the run. A sign is also placed along the road to notify any of the staff the Flying Fox might be operational.	Supervising adult and FP staff	
Cable, tower, flying fox anchors, pulley and other equip	Equipment failure causing injury	equipment	High	Flying fox is checked daily before use and monthly for wear and tear and is logged in the flying fox log. Break away cables are installed at critical points where breakage would occur first. Staff have been trained for rescue scenarios in case the flying fox gets jammed on the cable. All gear is of a commercial standard. The flying fox is checked bi-annually by an engineer and an arborist checks the anchor tree. FP staff check flying fox on a daily basis when in use.	FP staff	

Weather/Rain	Participants getting to cold or wet	environment	Medium	On rainy days groups are advised to wear clothing appropriate for the conditions. Due to the small distance from camp (less than 50 meters) it is up to the group's discretion to cancel a session due to weather.	Supervising adults
Weather/ Wind	Branches and/or trees falling	environment	High	Finlay Park staff will assess the situation and where needed close the flying fox if weather is not suitable. The key to open the gate will be removed from the group, and placed in the staff room on the activity notice board stating why the flying fox is closed.	FP staff
Person crossing Flying fox path	Spectator/ person hit by flying fox	People	Medium	On either side of the flying fox path are cable fences to mark a clear area that should not be crossed when Flying fox is in use. An adult is stationed in the lower area for control of that area. The adults controlling the area is instructed to retreat to the safe zone when the Flying fox is about to descend	Supervising adults and spectators

VERSION			
Version	Date	Changes	Authorized by
1.0	18 Feb 2016	Implemented version graph	Gus
1.1	11 July 2017	Changes made to emergency procedures and supervision structure	Gus
1.2	13 Sept 2017	Added annual engineer's inspection, ASG high wire and swing V2.1, and reference to flying fox yearly, monthly and daily inspection.	Gus
1.3	19 th Oct 2017	Made changes to and Added serious harm list	Gus
1.4	3 Aug 2020	Changed hazard reg, locking harness to self-locking harness	Gus
1.5	20 th October 2020	Added instructor competency (supervision role), added dismount instruction for adult helper. Also added note: Staff must continually identify and manage risk levels. Staff have the authority to halt an activity if they identify increased risks (or combination of risks) that threaten the safety of any person associated with the activity.	Gus
1.6	14th of Sept 2022	Small changes to rescue scenarios	Gus
1.7	5 th Dec 2022	Numbers present at activity	Gus
1.8	2 July 2024	Created new SOP	Kowie