

## APPLICABLE FP POLICY, LEGISLATION, INDUSTRY STANDARDS

Engineers check

## ACTIVITY OVERVIEW

The Skate Park is in the big gym and has ramps and rails for skate boards, bikes and scooters.

## LOCATION

Big Gym

## SUPERVISION REQUIREMENTS

## COMPETENCY INSTRUCTOR

## COMPETENCY ADULT (ONLY STATE IF VISITING ADULTS SUPERVISES ACTIVITY)

- a) Supervision category: Category! adult supervision required
- b) Min supervision age: 16 years or older
- c) Min Qualification/ Competency: Must be able to assertively reinforce rules
- d) Min 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)

## PARTICIPANT REQUIREMENTS

## COMPETENCY

- a) Minimum age: 5 years or older
- b) Minimum level of competency: Must be able to stand, ride, or balance on a skate board, scooter, or bicycle on their own

## EQUIPMENT

- a) Clothes: Normal play wear
- b) Foot wear: shoes required
- c) Other: Must wear helmet and supply own riding gear

## SUPERVISION STRUCTURE

## NUMBERS

25 children maximum

## RATIOS

1 adult to 25 children

## SUPERVISION POSITION

Adult must be in Big gym and able to see ramps

## RATIO SUPERVISION CHANGES

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

Supervising adults must:

- Reinforce helmet rules and
- Orchestrate traffic in such a way as to keep participants from collision.
- Manage spectators and remove them from the active riding zone
- Stop participants if he or she is taking greater risks than their perceived ability

## ACTIVITY IN OPERATION

**GENERAL EMERGENCY PROCEDURES AND RESCUE SCENARIOS****Minor incidents (scale 1 – 5):**

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

**Serious harm incidents (scale 6 – up)**

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

**Flooding:**

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

- Return to camp or if not possible to nearest exit point

**High winds/ cyclone:**

- Move group to more sheltered position and/ or
- Contact senior staff for rescue if unable to move
- Account for all staff and participants

**Earth quake:**

- 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)
- Report to senior staff ASAP and account for all staff and participants.

**Fire:**

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

**SUPPLEMENTARY INFORMATION**

HAZARD REGISTER

Activity		Skate Park		Supervision category	Adult supervision required!
Area	Big Gym			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)
Concrete floor and steel skate board frames	Concussion, bruises and other injuries	People/ equipment	High	Groups at Finlay Park are informed that you cannot ride a Skate board / scooter or bike unless you wear a helmet. Our policy and the sign in the Big Gym states "No helmet No ride". Skate parks are inherently a high-risk injury zone regardless of supervision. The nature of skating and biking in a skate park is that of taking risk beyond the participant's ability in order to push themselves to a new level.	The participants and supervising adults
Height of ramps	Falling off Ramps, multiple injuries	People	High	Ramps have rails and ply wood walls in the appropriate areas to prevent people from falling off or over them. However, all ramps are steep and unless rider is extremely skilled falls will occur.	participant
Crash into other person	Impact crash, multiple injuries	People	High	The skate board park is in a designated area in the big gym to prevent users from crashing into bystanders. When other events are on in the big gym the Skate board Park will be out of use.	Supervising adults/ FP staff
Damage to ramps and frames	Cuts and bruises	Equipment	High	All ramps are checked monthly for wear and tear and where needed repairs are made.	FP staff
	All injuries	People	High	The Skate Park is under supervision of the Adults in the visiting group at Finlay Park. They are responsible for the participants in their group using the equipment and area.	Supervising adults and participants

## VERSION

Version	Date	Changes	Authorized by
1.0	18 February 2016	Implemented version graph	Gus
1.1	11 July 2017	Changes made to emergency procedures	Gus
1.2	8 November 2018	Changes to supervision structure	Gus
1.3	2 July 2024	Created new SOP	Kowie