

**CAMP**  
paterson



## **Risk Assessment Putt-Putt Mini Golf**



[www.camppaterson.com.au](http://www.camppaterson.com.au)

540 Shanty Creek Rd, Emerald Creek. P.O Box 1656, Mareeba QLD 4880

Phone: (07) 4093 3351 Mobile:0428 030885

Camp Paterson – Risk Assessment – Adventure Games Putt-Putt Mini Golf

<b>Date of Assessment:</b> 15 January 2023	<b>Assessment completed by (Team members):</b> SCOTT MAHAFFEY- Camp Facilitator
<b>Work Group:</b> Camp Paterson	
<b>Review Date for Risk Assessment:</b> 15/01/25	
<b>What is the task?</b> Conducting Putt-Putt Mini Golf	<b>Location where task is being conducted:</b> Camp Paterson
<b>Briefly explain the procedure for this task:</b> Staff conducting low impact adventure team game.	

Step in Task	Hazards in carrying out this step	Risk (Harm)	EXISTING CONTROLS	Risk Rating with existing controls?			ADDITIONAL CONTROLS REQUIRED <small>Also, complete <a href="#">Control Action Plan</a></small> Additional controls may be required to reduce risk rating. Remember the hierarchy of control: - - Elimination - Substitution - Engineering - Administrative - Personal Protective Equipment	Risk Rating with additional controls?		
				Consequences	Likelihood	Rating		Consequences	Likelihood	Rating
<p>Ensure you number each step.</p> <p>List major steps or tasks in process eg</p> <ul style="list-style-type: none"> <li>- Loading equipment</li> <li>- Driving to location</li> <li>- Operating Equipment</li> </ul>	<p>For Example</p> <ul style="list-style-type: none"> <li>- Noise</li> <li>- Dust/fumes/Vapours etc.</li> <li>- Heat/cold</li> <li>- Electrical</li> <li>- Moving Parts</li> </ul>	<p>For example</p> <ul style="list-style-type: none"> <li>- Physical Injury</li> <li>- Cut/graze</li> <li>- Chemical Burn</li> </ul>	<p>List all current controls that are already in place and will be used to undertake the task eg</p> <ul style="list-style-type: none"> <li>- Identify types facility, location</li> <li>- Existing safety measurers</li> <li>- Existing emergency procedures</li> <li>- List of Personal Protective Equipment (PPE)</li> </ul>	M I N O R	U N L K	L O W  5	<p>Staff to advise persons with regards to body movement. No Running.</p> <p>Staff to ensure all participants understand advice at briefing.</p> <p>Staff to monitor participant body movement</p> <p>All participants to wear appropriate footwear</p>	M I N O R	R A R E	L O W  3

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				M I N O R	U N L K	L O W  5		M I N O R	R A R E	L O W  3
1.b. Undergoing Games completion	Body Collision	Body and Limb Injury	Nil Controls	M I N O R	U N L K	L O W  5	Staff to advise persons with regards to body movement. No Running  Staff to ensure all participants understand advice at briefing.  Staff to monitor participant body movement  All participants to wear appropriate footwear	M I N O R	R A R E	L O W  3
2. Native Animal Experiences	Animal Bite or Sting	Possible death or injury from Snake Bite; Minor Injury from Insect Sting	Nil Controls	M A J	U N L K	M E D  14	Staff to advise persons not to interfere with any animals and view from a safe distance  Staff to ensure all participants understand advice at briefing.  Staff to monitor animal movement at all times until all personnel out of way of danger.  All participants to wear appropriate shoes	M A J	R A R E	M E D  14
3. Native Flora Experiences	Plant Sting / Rash	Minor Injury/Rash from Flora Sting	Nil Controls	M O D	U N L K	M E D  9	Staff to advise persons in recognising stinging plants  Staff to ensure all participants understand advice at briefing.  Staff to monitor personnel movement at all times until all personnel out of way of danger.	M O D	R A R E	L O W  6

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Step in Task	Hazards in carrying out this step	Risk (Harm)	EXISTING CONTROLS	Risk Rating with existing controls?			ADDITIONAL CONTROLS REQUIRED Also, complete <a href="#">Control Action Plan</a>	Risk Rating with additional controls?		
				M O D	U N L K	M E D		M O D	R A R E	L O W
4.a. Outdoor Elements Exposure - Temperature	Heat/Cold; Sun/Wind; Element Exposure	Hyperthermia; Hypothermia; Dehydration	Nil Controls	M O D	U N L K	M E D  9	Staff to advise persons in recognising symptoms for Hypothermia and hyperthermia  Staff to advise participants to keep re-hydrated at all times.  Staff to ensure all participants understand advice at briefing.  Staff to monitor personnel at all times to look for symptoms and signs of above conditions.	M O D	R A R E	L O W  6
4.b. Outdoor Elements Exposure - Sun	Sun Exposure	Sunburn	Nil Controls	M I N O R	U N L K	L O W  5	Staff to advise persons in recognising symptoms for sunburn during briefing  Staff to advise participants to continually apply 30+ sunscreen and wear a hat.  Staff to ensure all participants understand advice at briefing.  Staff to monitor personnel at all times to look for symptoms and signs of above condition.	M I N O R	R A R E	L O W  3
5. Putt- Putt Mini Golf	Strikes Trips and falls	Bruising Brakes and strains	Nil Controls	M O D	L I K E L Y	H I G H  17	Staff to deliver briefing and ensure monitoring of activity. Staff to brief participants, not to hit golf ball too hard or off the ground. Staff to brief participants not to swing golf putter to high. Staff to advise, no running on this activity.	M I N O R	R A R E	L O W  3

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Supervisor or designated officer Name (Print): SCOTT MAHAFFEY Signature:  Date: 15/01/24

**CONTROL ACTION PLAN**

<b>NUMBER OF STEP IN TASK</b>	<b>ACTION ITEMS TO IMPLEMENT THE ADDITIONAL CONTROLS</b> For example - process to be changed - training to be given - item to be purchased - procedure to be updated	<b>PERSON RESPONSIBLE FOR IMPLEMENTATION</b> Assign action items to applicable employees.	<b>PROGRESS/COMMENT</b> Use this section as an audit trail of actions that may need to be staged over a period of time.	<b>DATE COMPLETED</b>
1	<b>STAFF TO ENSURE THAT BRIEFING IS DELIVERED AND UNDERSTOOD BY PARTICIPANTS</b>	<b>SENIOR FACILITATOR</b>	<b>BY CAMP START</b>	
2	<b>ALL STAFF TO UNDERGO SENIOR FIRST AID TRAINING AND COMPLETE QUALIFICATION BEFORE RIVER JOURNEY. ASO CURRENCY TO BE MAINTAINED AT ALL TIMES</b>	<b>STAFF MEMBER</b>	<b>TO BE PAID FOR BY STAFF MEMBER BY CAMP START</b>	

Prepared by: Name (print) SCOTT MAHAFFEY Signature:  Date: 15/01/24

**CAMP PATERSON RISK ANALYSIS MATRIX**

	<b>CONSEQUENCES</b>				
<b>LIKELIHOOD</b>	<b>Insignificant</b>  No injuries or no medical treatment required	<b>Minor</b>  Injury requiring first aid or minor treatment	<b>Moderate</b>  Small scale injury or sickness requiring medical treatment	<b>Major</b>  Extensive injuries or loss of life	<b>Catastrophic</b>  Multiple loss of life
<b>Almost certain</b> is expected to occur in most circumstances	<b>Medium</b> (11)	<b>Medium</b> (16)	<b>High</b> (20)	<b>Extreme</b> (23)	<b>Extreme</b> (25)
<b>Likely</b> Will probably occur in many circumstances	<b>Low</b> (7)	<b>Medium</b> (12)	<b>High</b> (17)	<b>High</b> (21)	<b>Extreme</b> (24)
<b>Possible</b> Will probably occur at some time	<b>Low</b> (2)	<b>Medium</b> (8)	<b>Medium</b> (13)	<b>High</b> (18)	<b>High</b> (22)
<b>Unlikely</b> Could occur at some time but it is improbable	<b>Low</b> (2)	<b>Low</b> (5)	<b>Medium</b> (9)	<b>Medium</b> (14)	<b>High</b> (19)
<b>Rare</b> May occur only in exceptional circumstances	<b>Low</b> (1)	<b>Low</b> (3)	<b>Low</b> (6)	<b>Medium</b> (10)	<b>Medium</b> (15)

*(Based on Australian/New Zealand Standard for Risk Management AS/NZS 4360)*

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