

<b>Assessment of:</b>	Zip Wire and Traverse Wall	<b>Location:</b>	Mount Cook
<b>Completed by:</b>	Bernard Müller	<b>Date of assessment:</b>	January 2024
<b>Reviewed by:</b>	James Clarke	<b>Next Review Date:</b>	February 2026
<b>Ratio:</b>	1:12 Max and Min 1 Group Leader (Roof Top) 2 staff required to run Zip Wire session	<b>Staff Competencies</b>	ERCA, TA sign-off, RCI or Higher. Must have suitable group management experience.
<b>Activities Covered:</b>	Zip Wire, Traverse Wall, Spiders Web, Electric fence, Minesweeper	<b>Specific Emergency Procedure:</b>	Should an incident occur in which immediate threat to life or limb occurs: Lower the casualty to the ground Give first aid Call for assistance. If no reply, send two runners to reception.

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Manual handling (activity set-up)	<b>To Staff, Volunteer:</b> Risk of muscle injuries	Only carried out by staff trained in setup Use wheelbarrow for moving heavy gear (e.g. Zip-stops) Ask for assistance if required. Work in pairs where possible Wear gloves and other PPE as required	Y Y Y Y Y	Instructors to be trained and signed off by TA. Staff training to be logged on Cinolla	Activity Mgr.	LOW

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Unauthorised access to Zip line	<b>To Unauthorised personnel:</b> Physical injuries, fractures or death from falls from height.	Access restricted to Zip line platforms by locking lower and upper doors. Access to Zip line must be locked when not in use. Leave no carabiners out for any reason. D-bolts on anchor lines of zip line to prevent zip lining off back of element. CCTV warning signs on entrances to site List of persons on site kept in reception and visitors' book in use.	Y Y Y Y Y Y	Zip platforms always secured when not in use.	Activity Mgr.	LOW
Vandalised or damaged structure – (e.g. from severe storms/winds/ earthquake)	<b>To staff, volunteers, participants, contractors:</b> Physical injuries, fractures or death from falls from height.	Quarterly inspection ERCA Type A to EN 15567 Part 1. Annual inspection ERCA Type C to EN 15567 Part 1. Before all sessions instructors to check that all aspects of structure - elements and components, are in working order. Pre-Use checks completed daily. Course not be used if components damaged. Course not to be used during periods of high risk of lightning strikes.	Y Y Y Y Y Y	Annual inspection by external Type C qualified persons to be scheduled in by Activity Manager  Pre-use checks to be completed	Activity Mgr.  Activity Instructors	LOW

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Lightning Storm	<b>To staff, volunteers, participants, contractors:</b> To All; danger of lightning strike, resulting in death or serious injury	Do not use the Zip wire or access the roof top in thunderstorms or if forecast for that planned session period.	Y	Monitor weather forecast and cancel session if required	Activity Manager & Activity Instructors	LOW
Medical emergency whilst on zip wire	<b>To All:</b> Risk that someone may experience prolonged wait for medical attention. Resulting in long term complications, bleeding out, shock, and or death	All staff to be trained in basic first aid. Preferably Outdoor FA Portable first aid kit available Participants to bring their own medications to the session and carry them throughout if necessary Any pre-existing medical conditions to be declared in advance of activity being undertaken. Consent form signed. Instructors to be able to rescue participants quickly and effectively within 15 minutes.	Y Y Y Y	Staff training and competent to run session.  Regular rescue drills.	Activity Mgr.	LOW

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Incorrectly fitted PPE	<b>To All:</b> Physical injuries, fractures or death from falls from height. Items falling from height causing impact injuries	Safety instructions given from staff at start. Harnesses and helmets to be fitted and adorned before leaving the main room. Constant vigilance by trained leaders. Harnesses and helmets to be rechecked immediately before launch by instructor as part of departure checks. Correct harnesses and helmets fitted for participant.	Y Y Y Y Y	Regular PPE checks during session.	Activity Mgr & Activity Instructors	LOW
Faulty Equipment	<b>To All:</b> Physical injuries, fractures or death from falls from height.	All equipment checked by trained leaders prior to use. Harnesses and helmets to be checks immediately before launch by instructor as part of final checks All faulty equipment to be condemned and quarantined to reduce chances of being brought back in circulation Quarterly thorough PPE Checks Stock of spare kits accessible on site	Y Y Y Y	Activity Mgr.to carry out monthly inspections of structure and log on Papertrail  PPE checks to be logged on Papertrail	Activity Mgr.	LOW
Falling due to incorrectly attached equipment	<b>To All:</b> Physical injuries, fractures or death	Group size limited to max 24 participants Safety brief given to all participants in the activity. Only competent instructors to lead activity.	Y Y Y	Participant loading cross checked before departure. Either	Activity Mgr.	LOW

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	from falls from height.	Instructors to carry out 'Final checks' before launch off zip wire.	Y	with 2 <sup>nd</sup> instructor or participants.		
Inadequate supervision.	<b>To Participants:</b> Risk of minor injuries.	Ratio of leaders to participants controlled to effectively manage the group. Safety brief given to all participants taking part in the activity. Visiting staff to help supervise the group. Area defined for safety zone for waiting participants Care taken whilst ascending and descending staircases to avoid falls	Y Y Y Y Y	Booking Coordinators to inform group leaders of expected ratio's.  Instructors to monitor group sizes and effective group management	Booking Coordinators  Instructors	LOW
Falling from height	<b>To All:</b> Physical injuries, fractures or death from falls from height.	Safety systems in use for all aspects of the zip wire experience from ascent to descent. Only competent, trained staff to access the zip wire. To be signed off by TA. Instructors PPE cross checked by another qualified instructor before access. PPE checked in line with Operating Procedure	Y Y Y Y	Instructors to be signed off by TA and records logged on Cinolla.	Activity Mgr.	LOW
Entrapment in the ropes/Lanyard and or Pulley	<b>To All:</b> Risk of hair, hands or neck being caught in	Ensure all hair is tied back and not able to get into trolley.	Y Y	Instructors to be signed off by TA and records logged on Cinolla.	Activity Mgr.	LOW

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	rope/lanyard or trolley causing cuts, abrasions, lacerations, bruising, spinal damage, death	Ensure the lanyards are too long for participants to be able to reach up and touch with hands. Safety Lanyards to be slack enough that no chance of forming loop that can go around neck and tighten upon hitting the brake Instruct participants to either hold both lanyards or none at all	Y  Y	Instructors to check lanyards are correct length.		
Participant missing safety critical instructions	<b>To Participants:</b> Risk of facial and neck injuries from lanyard and braking system. Risk of impact injuries	Full co-operation from group leaders in group control and discipline. Clear instructor briefing Instructor to remain vigilant and repeat instructions before launch Participants reminded about hand placement and head movement before every departure.	Y  Y  Y	Instructors to be signed off by TA and records logged on Cinolla.	Activity Mgr.	LOW
Brake does not engage	<b>To All:</b> Risk of impact injuries, spinal/head injuries, cuts	Before participants are released from the safety system and depart the platform, "clear" signal must be made to the bottom instructor who is responsible for checking that the brakes are correctly set.	Y	Instructors to be signed off by TA and training records logged on Cinolla.	Activity Mgr.	LOW

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	abrasions and death	Only once this command has been reciprocated is the person able to leave the platform and descend the zip wire Pre-use Checks of the equipment to ensure in working order. PPE checks make of all equipment in accordance with operating procedure All participants are weighed before activity to avoid participants whom are too heavy to take part. Emergency Brake in place.	Y  Y  Y  Y	Pre-use Checks to be recorded and logged on Papertrail  Only predefined signals to be used.		
Hitting Centre building retaining wall	<b>To All:</b> Risk of impact injuries to legs, broken ankles, legs.	Tall participants to go on dedicated zip line (right hand line looking down) with greatest clearance from building wall Tall participants to be instructed to lift legs on departure. Taller participants must be sat before departure to confirm building clearance.	Y  Y  Y	Instructors to be signed off by TA and records logged on Cinolla.	Activity Mgr	LOW
Poor Light/bad weather affecting visibility	<b>To All:</b> Risk of poor communication between instructors leading	Session ended if conditions become unsafe, i.e. visibility poor or too cold, and reschedule for better light.	Y  Y	Mobile Phones required on session by both instructors	Instructors	LOW

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	to major injury and or death	Activity not permitted after 6pm due to planning constraints. Mobile phones in use between instructors on platforms.	Y			
Deliveries/ vehicles in the driveway	<b>To All:</b> Risk of being involved in traffic incident leading to crush injuries, head/spinal damage, cuts, abrasions, and or death.	Safety talk at the start about the potential deliveries / vehicles using the driveway Instructors to check if expecting any deliveries on day	Y Y	Instructors to check if any deliveries that day.	Instructor  Activity Mgr.	LOW
Moving through woodland	<b>To Participants and Staff:</b> Slips, trips and falls, Eye damage, Lost child	Full safety brief activity staff, Buddy system for students, regular head counts, boundaries, no running. Head torches in low light, No climbing.	Y	Clear safety briefing, Head Counts	Activity Staff	LOW
Slips, Trips and Falls	<b>To Participants and Staff:</b> Breaks, Twists, Falls, Sprains	Close leader supervision during activities and rest periods.	Y	Briefing by activity instructor	Activity Staff and Participants	LOW

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		Suitable footwear will be worn by the young people.  Activity site checked by Mount Cook staff before all sessions and hazards cleared.				
Weather Conditions	<b>To Participants and Staff:</b> Exposure to Heat, Cold, Wind and Rain.	Correct clothing, shelter, sunscreen, evacuation plan for Thunder and Lightning.	Y	Adequate clothing for activity. Monitoring of weather	Activity Staff	LOW
Heavy/ Awkward lifting	<b>To Participants and Staff:</b> Manual handling injury, lifting and twisting, crushing injuries, breaks, concussion, head injury, eye injury.	Full safety brief from activity staff, instruction on correct lifting techniques, participant ratios for shared lifting suitable to ability of group.	Y	Instructor instructions on correct lifting and equipment use technique.	Activity Staff	LOW
Poor light/visbaility	<b>To Participants and Staff:</b> Increased risk of slips trips and fall.	Full safety briefing and clear definite boundaries.	Y	Portable lighting charged prior to session and placed in most effective	Activity Staff	LOW

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	Groups becoming separated from one another.	Areas where activities are present will be lit, either with portable lighting or exterior fixed lights.		locations. Exterior fixed lighting turned on where required.		
Vehicles and Machinery	<b>To Participants and Staff:</b> Contact with Machinery, unsupervised machinery	Safety Brief at start of activity outlining potential hazards of car onsite. No vehicles permitted onsite (deliveries exempt) Speed limited onsite and intercom system prevents traffic through site.	Y	Clear staff briefing and boundaries.	Activity Staff	
Animal/Insect habitats	<b>To Participants and Staff:</b> Disturbing of habitats, Lime disease (Ticks) potential anaphylaxis, wasps/bees/mosquitoes	Pre-course checks for insect nests, any insect nests in or very close to activity area to be reported and removed or destroyed by suitable persons.	Y	First Aid kit, participant to keep medication close for those with allergies.	Participants and Mount Cook staff	LOW
Lack of Boundaries	<b>To Participants:</b> Missing participants.	Buddy systems and regular head-checks. Brief on what to do if a student becomes lost. Clear markings of boundaries, fences and gates	Y	Boundaries in place. Monitoring of boundaries	Mount Cook staff	LOW

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	Unwanted public access					
Uneven Ground / Animal holes	<b>To Participants and Staff:</b> Breaks, Twists, Falls, Sprains	Animal holes identified, and filled in where necessary Initial safety brief to highlight danger areas. No running rules enforced in woods Supervision at all times.	Y	Filling in any dangerous holes, removal of any dangerous stumps and roots	Mount Cook Staff	LOW

**Risk Assessment Checked by H&S or Line manager.**

Name : Steve Turner CEO

Date of review: 27<sup>th</sup> January 2025



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