

## CYC BURLEIGH – RISK ASSESSMENT

### MOUNTAIN BIKING

LOCATION: Cricklewood (Numinbah Valley), Peter Hallinan Mountain Bike Precinct (Advancetown), Nerang National Park (Nerang), Lakeside Bush Retreat (Lake Moogerah), QCCC Noosa, Camp Drewe (Lennox Head), CYC Noosa

RATIO: 1:12

Likelihood	Consequence				
	1 – Insignificant	2 – Minor	3 – Moderate	4 – Major	5 – Critical
5 – Almost Certain	Medium	Medium	High	Extreme	Extreme
4 – Likely	Low	Medium	High	High	Extreme
3 – Possible	Low	Medium	High	High	High
2 – Unlikely	Low	Low	Medium	Medium	High
1 – Rare	Low	Low	Low	Low	Medium

Risk level			Action required
<input type="checkbox"/>	Low	Little chance of incident or injury	<ul style="list-style-type: none"> <li>Manage risk through regular planning process</li> </ul>
<input type="checkbox"/>	Medium	Some chance of an incident and injury requiring first aid	<ul style="list-style-type: none"> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> </ul>
<input checked="" type="checkbox"/>	High	Likely chance of a significant injury requiring medical treatment	<ul style="list-style-type: none"> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> <li>Principal or head of program approval is required prior to conducting the activity</li> </ul>
<input type="checkbox"/>	Extreme	High chance of a serious incident resulting in a highly debilitating injury	<ul style="list-style-type: none"> <li>Consider conducting an alternate activity or make modifications to the activity that could achieve comparable learning outcomes</li> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> <li>Principal or head of program approval is required prior to conducting the activity</li> </ul>

## Supervision requirements

All CYC instructors/leaders/staff:

- will carry first aid kits
- have a current blue card/working with children check
- have been assessed and deemed competent in the respective activity
- have the following qualifications as a minimum:
  - HLTAID006 Provide advanced first aid
  - HLTAID001 Provide CPR
  - HLTAID007 Provide advanced resuscitation
  - SISOCYT001 Set up, maintain and repair bicycles
  - SISOCYT004 Ride off road bicycles on easy trails
  - SISOCYT008 Lead off road cycling activities on easy trails
  - SISOFLD006 Navigate in tracked environments

## Equipment/facility requirements

- All CYC instructors/leaders carry mobile phone and/or UHF radio/satellite communication device
- Emergency vehicle access is available
- All equipment meets Australian standards (where applicable) and is in good working order

## Hazards

Environmental hazards	Control measure
<b>Animal bites/diseases</b> Stings, Poisoning, Infection	Observe wildlife from a safe distance. Instruct students not to feed wildlife and how to respond to approaching wildlife. Adhere to established practices regarding the use of insect repellent.
<b>Environmental conditions</b> Weather, Surrounds, Surfaces	CYC's sun safety strategy must be followed. Brief all participants on: <ul style="list-style-type: none"> <li>• purpose of the activity and potential hazards (e.g., thorned flora, steep slopes)</li> <li>• basic first aid procedures for biological hazards they may encounter (e.g., snakes, ticks, leeches)</li> <li>• appropriate toileting procedures for the duration of the ride.</li> </ul> Constantly monitor surroundings for weather, terrain and wildlife hazards during the activity. Follow the <a href="#">managing excessive heat in schools</a> guidelines when participating in very hot or extreme heat conditions.

	<p>Monitor participants for cold related illness (e.g., hypothermia) in cold weather conditions.</p> <p>Ensure drink breaks occur regularly. Make water available for individual participants between drink breaks.</p> <p>Ensure that groups of riders have intervals between them, so traffic flow is not hindered. Riders must remain in single file on busy single lane roads, if applicable.</p>
<b>Facilities and equipment</b>	<b>Control measure</b>
<b>Equipment</b>	<p>Regular equipment checks to be conducted during the activity on all parts of bicycles (e.g., brakes, tyres, chains and gears, handlebars, and seats).</p> <p>Ensure spare equipment is available in case of emergency.</p> <p>Study route/provide maps to the participants prior to the activity.</p>
<b>Student considerations</b>	<b>Control measure</b>
<b>Injury</b>	Students aware of the location of emergency and first-aid equipment.
<b>Physical exertion</b> Exhaustion and fatigue	<p>Conduct appropriate lead-up activities.</p> <p>Continually monitor students for fear and/or hesitancy, loss of balance, signs of fatigue and exhaustion.</p> <p>Establish regular rest stops, considering the age and fitness level of students.</p> <p>Carry out route briefings at the rest stops.</p>
<b>Student issues</b> Student numbers, Special need, High risk behaviours, Medical conditions, Separation from the group	<p>Adopt system of signals to clearly communicate the need for assistance if in difficulty.</p> <p>Remove accessories (e.g., jewellery, lanyards) before participating.</p> <p>Ensure fingernails and hair do not pose a hazard.</p> <p>Footwear to be appropriate to the activity.</p> <p>Maintain contact between all group members through regular checks on group numbers.</p> <p>Implement procedures (e.g., buddy system, roll marking mechanisms) to account for all participants.</p> <p>Appoint designated group roles (e.g., leader, group member, tail end).</p> <p>Brief all participants on:</p> <ul style="list-style-type: none"> <li>appropriate behaviours to help keep themselves safe during the activity (e.g., monitor speed on steep downhill grades. Avoid skidding and sliding around turns)</li> <li>procedure should a participant become separated or lost from the group.</li> </ul>

## Further control measures

- CYC will make every effort to ensure all participants are included in the lesson. However, it is the responsibility of the participant themselves and/or their teacher/care giver, to decide whether the activity is suitable for the participant in question, taking into consideration the terrain, equipment provided, physical ability of the participant and any other factors that may impact the participant's ability to participate.
- It is the school's responsibility to ensure a supervising teacher/adult remains with any student in need of individual support, at all times.
- Check activity location on the day of the event for unexpected hazards.

*When considering 'further controls' start at the top of the following 'hierarchy of control'- the higher on this list the more reliable the control:*

- Eliminate – some activities may need to be eliminated if the risks can't be controlled e.g., swimming in a dangerous rock pool
- Substitute - lower risk activity with same outcome e.g., swimming at a patrolled beach between the flags
- Redesign - change or reorder activities e.g., swimming activity changed to a cooler time of day to avoid peak sun exposure
- Isolate – provide clear instructions to participants at the start of an activity e.g., set boundaries to keep participants out of problem areas
- Admin controls – plan & coordinate each action of an activity e.g., clear rules & expectations for activity, supervision roster
- Personal protective equipment – last option that should be considered but, in some cases, the only practical control e.g., approved helmet for horse riding

## Review

*This workplace health and safety risk assessment is to be reviewed when:*

- Review date is reached
- An incident where staff or students are injured
- Any staff member considers the level of risk has become unreasonable
- Circumstances change significantly
- There is new information that may influence the risk assessment

Date created	April 2015
Date modified	February 2024
Review date	February 2025