

BAC TEAMBUILDING INSTRUCTION – RISK ASSESSMENT

Physical Dangers on site – Action - Staff must inspect the teambuild area immediately prior to use. Any dangers, obstructions and potential hazards must be removed. Team members must be briefed and advised on areas, which are out of bounds

Faulty/Dangerous Equipment – Action - All equipment must be visually checked for defects and hazards prior to use.

Physical over exertion. Dangers from heavy lifting & moving of materials - Action - Activity must match physical ability of group. The group must be briefed on safe handling and moving of heavy materials.

Improper use of specialist equipment (e.g. Climbing harnesses & hardware) – Action - Only trained staff may use specialist safety equipment.

Dangers from moving and constructional exercise materials – Action - All team members must wear a safety helmet

Team members falling from constructions – Action - Team members climbing over five feet from ground, must be lifelined by trained staff or closely supervised and trained team members.

Accidents & dangerous occurrences - Action - A First Aid Kit must be carried by all instructors. Incidents must be recorded on the record sheets located in the BAC Store (Avonquay).

Quality of Instructors - Action - Instructors must be experienced in teambuilding exercises, have general instructional experience and be approved and briefed by the centre manager. Instructors will have been Police cleared under the Criminal Records Bureau.

Incapacity of Instructor/Supervision - Action - All groups must also be accompanied by a competent adult.

The Centre Manager and the Nominated Person responsible for the above activities will consult with Instructional Staff with regard to the identified hazards and actions. There will be an annual review of this document at the end of the year with any new hazards identified for the following year.