

Activity Management Plan

Coasteering

Activity	Detail
Location / Site	Cape Three Points, Wainui Beach (left hand side), other bay areas within Canterbury
Parking	See site specific information
Grid Reference	See site specific information
Water	See site specific information
Toilets	See site specific information
Access Permission	NA
Instructor Requirements	YMCA Outdoor Core 2 (lead) or equivalent YMCA Coasteering Competency or equivalent Induction and/or training at particular site
Specific Equipment & Resources	First aid kit, throw bag, spare clothing, knife, fly sheet and emergency phone
Specific Policies	Emergency vehicle to be left at Coasteering site Instructor to ascertain swimming competency/confidence of all participants and obtain all medical information All participants must be equipped with buoyancy aid, helmet, wetsuit, sturdy footwear Weather/ forecast to checked/assessed in conjunction with Marine Operational Guidelines Ratio: 12 Participants: Minimum 2 Instructors (up to year 8) (Note: 1. 2nd instructor may be an assistant or adult helper. 2. Maximum number of adult helpers is at the discretion of the instructor in charge) 12 Participants: 1 Instructor (Year 9 and above)
Emergency Response	Seeking Assistance: 1. Use mobile phone keep with emergency equipment 2. An adult may be sent to the emergency vehicle Follow general YMCA Emergency Procedures Follow relevant site evacuation procedures
Previous Incidents	Barnacle cuts; rogue waves sweeping people off rocks; loss of footwear; slips/trips; rock fall; clients jumping onto rocks (broken limb), perforated eardrum

Site/Activity Specific Hazard/Risk	Management of Hazard
Steep Access Track (Cape 3 Points)	Rope must be in place for second stage descent. First stage rope is weather/group dependant. Brief participants on correct technique. Instructor to descend first. Participants sent at intervals with SCP trailing.
Road Traffic (Cape 3 Points)	Instructor to brief group on road safety
Variable Environmental Conditions	Weather and Akaroa bay forecast to be checked and assessed in conjunction with Marine Operation Guidelines. Monitor participants throughout session. Instructor situational awareness.
Drowning/ Cold Water Shock	Buoyancy aids to be fitted to participants. Close group management by instructor. Instructor to ascertain participants swimming ability and water confidence prior to group entering water. Ensure gradual familiarisation with water temperature prior to full immersion. Wet-suits to be worn.
Sharp/Slippery/ Unstable Rocks	Brief participants on techniques for moving around site. Sturdy/closed toe shoes worn at all times. Route determined by instructor in line with conditions.
Flora and Fauna	Brief participants on environmental impact, manage sea-life interaction, esp. Seals (always allow access to sea), seaweed (slippery), sharp shells.
Jumping injury e.g. Impact with rocks	Participants to be briefed and instructor to demonstrate correct technique. Instructor to manage jump site. Jumps only to be conducted at approved sites.
Strong Currents/Rogue Wave	Instructor situational awareness/vigilance about changes in conditions. Throw-bag to be easily accessible. Manage numbers in water.
Hypothermia	Monitor participants throughout session. Alter session according to conditions.

Note: This Activity Management Plan (AMP) documents only very specific management of risks/hazards for a particular activity. General management of risks/hazards that relate to Outdoor or Adventure Activities are documented in the *YMCA Chch Risk Register for Outdoor Activities*. These documents are part of the YMCA Christchurch Safety Management System (SMS), an overview of which is given in the *YMCA Chch Safety Management Plan (SMP)*.