

Activity Management Plan

Raft Building

Activity	Detail
Location / Site	Wainui Slipway, Lake Rua and other 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	See site specific information
Instructor Requirements	YMCA Outdoor Core 2 (lead) or equivalent YMCA Raft Building Competency or equivalent Induction and/or training at particular site
Specific Equipment & Resources	Buoyancy aid; first aid kit, knife, whistle and throw bag
Specific Policies	Emergency vehicle to be present at raft building site Participants to be equipped with buoyancy aids, helmets and closed toe shoes. Tether rope to be attached to raft when on water Instructor to check structural integrity before raft goes on the water Weather/ forecast to checked prior to session Ratio: 12 Participants: 1 instructor and 1 Adult Helper (AH)
Emergency Response	Seeking assistance: 1. Use mobile phone in emergency kit 2. Request assistance from other competent persons 3. Send adult or second instructor to emergency vehicle (which has a mobile phone in the glove department) 4. Send adult or second instructor to private residences or the road (depending on location) Follow general YMCA Emergency Procedures Follow relevant site evacuation procedures
Previous Incidents	Entrapment; rafting spar falling on head; hypothermia, rafting spars breaking under tension on the water

Site/Activity Specific Hazard/Risk	Management of Hazard
Other users	Brief participants. Instructor to be vigilant and select appropriate build site.
Traffic	Brief participants on safe transit e.g. single file facing oncoming traffic. Stay off roads/use verge where possible. Identify perimeter of the activity area (away from the carpark)
Rocks/slipway	Participants to wear correct footwear and brief accordingly
Flora and Fauna	Brief participants on environmental impact, manage and monitor bird & sea-life interactions; seaweed (slippery), sharp rocks / shells, bank erosion
Variable Environmental Conditions	Weather and forecast to be checked in morning meeting. Monitor participants throughout session. Instructor situational awareness.
Drowning/ Cold Water Shock	Buoyancy aids to be fitted to participants. Close group management by instructor. Ensure gradual familiarisation with water temperature prior to full immersion.
Injury from equipment	Participants to wear helmets and buoyancy aids and closed toed shoes. Instructor to brief participants on correct use and manual handling.
Entrapment	Raft to be checked for potential entrapment areas by instructor prior to launch. Instructor to brief participants on keeping limbs clear of potential entrapment points. Loose knots tightened and instructor to carry knife.
Hypothermia	Monitor participants throughout session. Alter session according to conditions
Water Ingestion	Instructor to be aware of the water quality. During period of 'Caution' water submersion should be minimised

Approved By	Crispian Hills		
Date	March 2022	Review Date	May 2023

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)*.