



## Quick Drop

<b>Activity</b>	<b>Woodland Activity Tower</b>	<b>Pages</b>	<b>2</b>
<b>Task / Operation</b>	Daily Checks and Operation	<b>Version</b>	1.0
<b>Written By</b>	Chris Bryenton	<b>Written Date</b>	10 <sup>th</sup> February 2017
<b>Reviewed By</b>	Ed Rutson	<b>Review Interval</b>	Annual

What are the Hazards?	Who might be harmed?	What existing control measures are already in place?	What further action is required to manage the risk?	Risk Rating
Unauthorised access	All Un-authorized users	Access to the tower restricted to qualified instructors	Regularly remind activity instructors on the importance of ensuring area is secure	Low
Slip, Trips and Falls	All users and instructors	Instructors trained in basic first aid Area periodically maintained to restrict undergrowth and remove trip hazards	Safety brief – mention awareness of uneven ground/trip hazards etc as appropriate Teacher/Leader/Instructor from the participant group to be with the group at all times for crowd control and discipline.	Low
Falling branches, Falling trees	Anyone in woods	Course constructed in an appropriate area as decided by professional, external, qualified body	Annual tree surveys of the woods by professional, external, qualified body – with appropriate remedial action as a result. Annual Inspection of the course including assessment of encroaching branches and supporting trees by professional, external, qualified body – with appropriate remedial action as a result. Periodical checks by competent crew for obvious threats, such as hanging branches etc, particularly after foul weather – with appropriate remedial action as a result.	High

			Daily checks (when course in use) to course by instructor looking for major and immediate threats to course – with appropriate remedial action as a result.	
Structural failure of course	All above or below the course	Course constructed by specialist company to a commercial standard.	Annual Inspection of the course including assessment of anchor points, platforms, load bearing cables, safety lines and all other relevant areas; by professional, external, qualified body – with appropriate remedial action as a result. Periodical checks by competent crew for obvious threats, such as wear and tear to platforms, anchor points and eye-bolts, particularly after foul weather – with appropriate remedial action as a result. Daily checks (when course in use) to course by instructor looking for major and immediate threats to course – with appropriate remedial action as a result.	Low
Equipment Failure		All safety equipment is specifically designed and fit for purpose All equipment is maintained and used according to manufacturer guidelines All equipment is within the safe working lifetime defined by the manufacturer	Daily visual checks by Instructors for obvious immediate faults Periodical inspections by competent crew And faults to be reported and the equipment retired immediately until repaired or condemned.	Medium
Failure of anchor points		The course, all anchor points and safety lines are professionally designed and installed and are appropriate for their purpose.	Daily inspections by instructors looking for rust, damage and wear and tear to anchor points. Annual and periodical inspections to specifically look at anchor points.	Low