

235 Falls Road
Hunua 2583
AUCKLAND

Tel: 09 292 4349
www.KokakoLodge.org.nz

Abseil AMP (Activity Management Plan)

Revision 2.0
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This AMP shall relate to:

The risk analysis and management of the Abseil activity at Kokako Lodge.

Instructor Competence:

Only instructors that are competent and proficient in the specific activity may operate that activity, unless under the direct supervision of an experienced instructor who may be providing training.

Kokako Lodge operate a comprehensive internal training programme that has been externally moderated by a Technical Adviser.

Instructors who have been trained under this programme and observed to be competent by the Senior Instructor or Manager may operate the climbing activities subject to this AMP.

Kokako Lodge shall cause an external TA to moderate and observe instructors deemed to be competent on a periodic basis to ensure the internal standard of training is upheld.

The external TA shall assess the competency of instructors against the current ASG – High Wire and Swing.

The activities covered by this AMP shall not operate unless a competent Rescue Instructor is present onsite at all times while the activity is in operation.

Emergency Procedures:

All Instructors and Observers (not limited to Teachers and/or Parents) shall have the right to “Call A Halt” to the Activity at any time if they perceive an unacceptable risk occurring or about to occur.

In the event a Halt is called the Instructor shall immediately halt the Activity and if appropriate return any climbers to the ground. The Instructor shall then immediately call the Kokako PIC (Person in Charge) and/or Manager to the Activity to discuss the Halt.

If appropriate the PIC or Manager will permit the Activity to resume (with any appropriate variations if required).

No Instructor may resume any Activity that has been Halted until the approval of the PIC or Manager is obtained.

Immediately following the completion of the Session in which the Halt was called the Instructor shall file an Incident Report in accordance with the Operator’s Standard Operating Procedures.

In the event the Halt was called due to an injury then the appropriate medical attention shall be given in accordance with the Operator’s Emergency Response Plan.

Weather- In the event of hearing a thunder roll the Instructor must call a Halt to the Activity for 30 minutes (in case of lightening following).

The Activity may operate in the wind, rain or when cold providing there is not so much wind, rain, or the presence of ice, to restrict visibility or make the equipment slippery and unsafe to operate. Rather than setting an abstract figure all circumstances must be taken into account and the activity may only

proceed if considered safe. In the case of doubt an Instructor is to obtain approval to operate from the PIC or Manager.

This activity may only operate if a Rescue Instructor is present and able to perform a rescue at any given time. A Rescue Instructor is a person that has demonstrated the ability to climb unaided to the top of the course (with appropriate self-restraint) and perform an unassisted abseil to a victim, then lower that person unaided to the ground safely.

Client Requirements:

No Instructor may lead this Activity with an Instructor/Participant ratio in excess of 1:12. As per section 10 of the Hire Wire and Swing ASG a ratio of less than this is to be adopted where participants are less confident or capable.

If there are more than 12 Participants then the Instructor shall ensure another Responsible Adult keeps the additional people sufficiently away from the Activity to allow the Instructor to properly manage the Participants directly participating in the Activity under their supervision.

If a Participant has a greater upper body mass ("top heavy"), or is unable to locate the top of their hip bones (to properly locate their harness) then the Instructor shall ensure a Chest Harness is used while that Participant is on the activity.

Minimum Activity Standards

All Climbers must wear a harness and helmet while climbing. If a Climber is unable to wear a helmet the Instructor shall ensure all loose items from above that may fall are removed prior to any climb.

An adult helper (teacher or parent), or trusted participant, should assist the instructor by ensuring all climbers are properly connected to the ALF climbing rope by demonstrating a 'click test' to demonstrate a properly closed and secure carabiner.

Only the Instructor taking responsibility for the operation may belay abseilers. Others under their guidance may do clipping and transfers.

Activity Procedures

The Activity must be setup in accordance with the SOP (Standard Operating Procedure) for the Activity.

No Instructor may operate the Activity unless a second Instructor has checked the setup and verified it to be correct in advance of the Activity operating.

The details of the Instructor that setup the Activity, and the Instructor that verified the setup, shall be recorded in the Start of Shift Briefing Report before the use of the Activity commences.

The Activity must be run in accordance with the SOP for the Activity.

Setup

The Activity must be setup using equipment (ropes and devices) inspected in accordance with the Operator's SOP for the Activity.

Clothing and Equipment

All Participants must wear closed toe footwear at all times. This must either lace on or be a snug pressure fit. 'Slip on' footwear is not permitted.

Participants should wear comfortable clothing that allows them to fully extend all limbs and that does not contain loose or baggy elements that might get caught on equipment.

It is preferable hats, beanies and hoodies are not worn, but may be, providing they do not restrict vision or operate as a snag hazard (strangulation etc). Hats that have a steel dome at the centre of the top may not be worn at any time (as this could penetrate the skull in impact).

Risk Analysis and Management

The most significant hazards considered most likely to occur are:

- Staff error, particularly when attaching participants to safety systems, using technical operational systems, or checking that travel pathways are clear.
- Client error, particularly when attaching (or failing to attach) to safety systems and using lanyards or belaying.
- Ineffective supervision, either an ineffective supervision system or staff error.
- Ineffective braking systems or anchors.
- Unsuitable facility or site design or build.

Instructors need to be mindful of these hazards at all times.

| HAZARD | HARM | RISK RATING L – M – H | MANAGEMENT OF HAZARD I/E - Isolating/Engineering A&T - Awareness and Training PPE - Protective Equipment | RESIDUAL RISK RATING L – M – H |
|------------------|------------------------------------|--------------------------|--|-----------------------------------|
| Fall from height | Not clipped on the way up | MEDIUM | <ul style="list-style-type: none">• Ground level support person or instructor to ensure climber connected to ALF never-ending rope prior to climb. Climber to demonstrate closed carabiner and ground person to verify prior to climbing. (A&T)(PPE)• Brief participants on importance not to unclip lanyard while waiting your turn (12m). (A&T)• Brief participants on leaving at least one lanyard clipped at all times as going up to the 9m natural rock abseil. (A&T) | LOW |
| Fall from height | Not connected to system at the top | MEDIUM | <ul style="list-style-type: none">• Instructor to clip climber into safety lanyard when they arrive on the platform (Under 13 direct supervision is required). (A&T)(PPE)• Do not permit under 6 year of age to use (A&T) (I/E)• If any transfer of safety lanyards needs to occur while the participant is on the | MEDIUM |

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| | | | <p>platform, the instructor must directly supervise this transfer and the participant shall always remain attached to at least one safety point. (A&T)</p> <ul style="list-style-type: none"> • Brief participant to not unclip themselves, not to lean over the edge until required to for the abseil to take place, and to ensure they are attached to the system at all times. (A&T) • Reduce anxiety at the top by operating a ground level practise belay for participants ahead of going up. (A&T) | |
| Fall from height | Poor rope control | LOW | <ul style="list-style-type: none"> • Instructor do check abseil and belay ropes reach the ground. (A&T)(PPE) • Participants to have a safety back up system while abseiling. (A&T) • Stopper knot to be tied on the end of each rope. (PPE) | LOW |
| Fall from height | Poor belay technique | MEDIUM | <ul style="list-style-type: none"> • Instructor to remove slack from belay rope to restrain abseiling if they fall. (A&T) | LOW |
| Instructor error | Fatigue | MEDIUM | <ul style="list-style-type: none"> • Ensure instructors take the required breaks and do not extend session times in the desire to put more participants through. (A&T) | LOW |
| Suspension trauma | Hanging suspended too long | LOW | <ul style="list-style-type: none"> • The primary mitigation of this risk is to ensure climbers are managed before getting into a suspended position (ie from an emotional freeze). (A&T) • Rescue of a suspended climber should be undertaken in the shortest period of time, providing the Rescue Instructor proceeds with caution and safety at all times. (A&T) • Ensure any person who has been unconscious while suspended receives immediate medical attention (this can be if they were unconscious for as little as 5 mins) (A&T) • Check for signs and symptoms of suspension trauma: tingling toes & fingers, numbness, sweating of head, disorientations, nausea and request medical assistance where required. (A&T) | LOW |
| Vehicles | Hit by car on driveway | LOW | <ul style="list-style-type: none"> • Keep the driveway gate closed while climbing tower in operation. (I/E)(A&T) | LOW |

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| Collision with objects | Falling rocks, impact with wall | MEDIUM | <ul style="list-style-type: none"> • Ensure all participants wear helmets when near the bottom of the 9m natural rock abseil (A&T)(PPE) • Brief to call “Rock” (and not look up) in the event of a rock fall. (A&T) • Climbers to keep feet up securely against the wall to avoid impacting their face against the wall if they slip. (A&T) | LOW |
| Inappropriate footwear/clothing/hair interference | Falling objects or entrapment | MEDIUM | <ul style="list-style-type: none"> • Ensure participants are wearing closed toe footwear. (PPE) • Ask them to adjust any clothing that could cause injury. (A&T) • Make sure hair is tied back and out of the way of equipment. (A&T) | LOW |
| Cultural factors | Psychological harm | MEDIUM | <ul style="list-style-type: none"> • Ensure appropriate support is provided and advice provided in terms of dress and harness safety etc. (A&T) | LOW |
| Inversion | Physical injury | MEDIUM | <ul style="list-style-type: none"> • Consider use of a full body or sit-chest combination harness to minimise inversion (PPE) • Don’t allow the climber’s legs to come up too high or low on descent, feet wide stance at all times. (A&T) • Ensure climbers understand why they should avoid hanging on to equipment as they are being lowered. Reduce speed of descent. (A&T) | LOW |
| Staff falling | Physical injury | MEDIUM | <ul style="list-style-type: none"> • Use a buddy check system for instructors when accessing height to ensure PPE is correctly fitted and correct procedures are followed. (A&T)(PPE) • Instructors to attach to LEAPs when they are at the top of a ladder (un)tying haul cords. (PPE) • Fireman’s belay should be used if instructing returning to ground via a final abseil. (A&T) | LOW |
| Equipment damage | Worn or missing equipment | LOW | <ul style="list-style-type: none"> • Check equipment for damage or wear prior to use (PPE) • Confirm anchors within annual external certification window. (PPE) | LOW |
| Sun burn, dehydration | Weather elements | LOW | <ul style="list-style-type: none"> • Instructors to be vigilant for the impact of sun (burns and dehydration) if operating this activity in the afternoon during summer. (A&T) | LOW |
| Unsupervised use | Physical injury | LOW | <ul style="list-style-type: none"> • Ensure haul ALF endless loop removed when activity not in use. (A&T) | LOW |