

# STAND UP PADDLEBOARDING

## ACTIVITY MANAGEMENT PLAN



**MOTUTAPU**  
outdoor education camp

**RISK/HAZARD MANAGEMENT:** MOEC staff have the authority to halt this activity at any time if it is deemed unsafe to continue.

**RISK DISCLOSURE:** All groups must be made aware of risks involved when participating in this activity and given the option of challenge by choice.

**EMERGENCY PROCEDURE:** The MOEC instructor leading the activity has authority to implement the emergency procedure if required.

SECURE GROUP → SECURE SITE → RADIO FOR ASSISTANCE → ADMINISTER FIRST AID → PREPARE EVACUATION

### REVIEWED BY:

Oliver Smith, Shannon Atkins

### DATE:

31/07/2020

### REVIEW DUE:

31/07/2021

### PREVIOUS INJURIES/INCIDENTS:

Injuries from paddles (abrasions etc.), jellyfish stings, damage to equipment.

### INSTRUCTOR COMPETENCIES:

Fit for work. Internal training and assessment and/or relevant external qualification (i.e. ISA SUP 1).

### PARTICIPANT LIMITATIONS:

Including but not limited to: non/weak swimmers, lack of understanding, physical injuries.

HAZARD	MANAGEMENT STRATEGY	MINIMISED/ ELIMINATED	RISK LEVEL*
<b>CIVIL DEFENCE EMERGENCY i.e. TSUNAMI</b>	Senior staff on civil defence alerts for Auckland region and will radio through any alerts that come through. The MOEC Emergency Plan would then be followed for the emergency.	M	MEDIUM
<b>SUDDEN CHANGE IN WEATHER / THUNDERSTORMS</b>	Monitor the weather throughout the day. If squalls are possible keep the paddle area close to shore and limit board numbers. In the event of a thunderstorm all activity to cease until ok given by senior staff to resume.	M	LOW
<b>HYPOTHERMIA / HYPERTHERMIA</b>	Use the correct equipment for the conditions. Ensure wetsuits are provided on cold days or when water temperatures are low. Cancel activity if participants begin to show signs of being too cold.	M	LOW
<b>UNSUITABLE EQUIPMENT</b>	All gear visually checked before use to ensure it is fit for purpose. Boards must be allocated appropriately to participants to ensure they are the correct size for the size of the paddler(s).	M	LOW
<b>PANIC ATTACK, STRESS, MILD SHOCK</b>	Challenge by choice offered to all participants. Groups made aware of the need to encourage but not force people into participation.	M	LOW
<b>LOSS OF PROCESS – DANGEROUS BEHAVIOUR</b>	Instructor to make clear that foolish behaviour is not tolerated. Remove participants if need be. Limit number of boards on the water if needed to ensure better monitoring and assistance.	M	MEDIUM
<b>ROCKS/MARINE WILDLIFE</b>	Closed-toe footwear must be worn by all participants including accompanying adults and the instructor. Vinegar is in the boatshed to use on stings and a first aid kit must be on hand in case of injuries.	M	LOW
<b>OTHER WATER USERS</b>	Instructor to keep a watch out for other water users and participants briefed on avoiding other water craft. Groups must be briefed on keeping safe distances between boards.	M	LOW
<b>SUBMERSION/DROWNING</b>	Instructor to individually check all PFDs on each participant to ensure correct fit.	M	MEDIUM
<b>UNCONSCIOUS OR STUCK PADDLER</b>	Instructor or accompanying adults must be able to perform a rescue within 1 minute of any participant entering the water. Positioning of MOEC instructor and adults is in accordance with SOP guidelines.	M	MEDIUM
<b>INJURIES FROM PADDLES</b>	Participants given clear instructions on care needed when using paddles in close proximity to other boards and safe bailing out procedures to avoid any contact.	M	MEDIUM