



PROCEDURE

Cataract Scout Park – Waterslide



Issued with the authority of the Head of Risk, Commercial Manager NSW

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| | | Head of Risk Signature |  |
| Sponsor | Activities Manager, CSP | Commercial Manager Signature |  |
| Document type | Procedure | Date of issue | 11 September 2019 |
| Document code & no. | PRO55 | Version number | 4.0 |
| Document title | Cataract Scout Park – Waterslide | Due for review | Sept 2022 (earlier if changes are required) |

Cataract Scout Park-Waterslide

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1 Location

The waterslide is easily located behind Site 6.

2 Aims of Waterslide

- To implement 'challenge by choice' by:
 - enabling participants to expand their comfort zones, take initiatives and stretch their limits. (Necessary information and details are provided so that all participants can make their own informed decision whether to participate in the activity and to what point.)
 - respecting each individual's limits, strengths and weaknesses so that no participant is 'forced' to do anything outside their wishes.
 - encouraging others no matter their decision.
- For participants to enjoy the fun of the Waterslide.

3 Pre-Activity Checks

- Check weather forecast as below.
- Check the Waterslide itself and all equipment before the activity begins to ensure that the Slide is safe, clean and in working order.
- Check the Site for hazards (fallen trees, branches, excessive leaves, snakes, etc.).
- Ensure liability forms have been signed and participants are present during the Essential Briefing.

Weather conditions appropriate

- A BOM Weather check should be done prior to this activity.
- Activity cannot be conducted during lightning storms. It is at the discretion of the Program Manager, or staff in charge, whether the activity continues or not. In the case of a severe weather warning being issued for the area, the Program Manager, or staff in charge, must document justification of their decision if they choose to continue.
- Specific consideration must be given to the general health and wellbeing of the group (it is extremely important to consider the effects of the weather on the participants, not only on the infrastructure and equipment).

Medical

- Obtain briefing from Supervising Adult/Teacher on particular medical needs for each group.
- Ensure that you are made aware of any participants who are non-swimmers, or are weak at swimming, and that you speak to these participants before they use the Waterslide.
- Recommended minimum age of participants is 5 years old.
- Instructor must carry a first-aid kit at all times, located in the office.
- NB: Instructor must have current first-aid qualifications.

Supervision

- 1 Qualified Activity Instructor
- 1 Assistant Activity Instructor
 - Alternatively, an Adult / Teacher shall be briefed, to perform the role of Assistant Activity Leader – it must be a different adult / teacher from the one performing the Supervising Adult/Teacher role)
- 1 Supervising Adult/Teacher

Equipment

- 1 Pool net (remains permanently at the activity)
- 1 Pool noodle with rope attached (remains permanently at the activity).
- **1 Response kit for vomit of faecal contamination (remains permanently at the activity).**
- 2 Hoses (remain permanently at the activity, one at the top of the Slide and one at the bottom.)
- 1 Blue drain pipe (remains permanently at the activity).
- 1 Set of pool keys.

Activity Setup

- The gates are to remain locked until the activity leader is at the activity.
- Ensure that the Slide is free of large sticks, rocks, wildlife or similar by walking alongside. Ensure there are no animals anywhere near the Slide or the pool.
- To create a flow of water down the Slide, choose the correct key for the Slide, use it to work the controls on the side of the shed by the pool to run the water pump for five seconds. Turn off the pump.
- Using the pool net in the flow of water, catch all the leaves, remaining sticks, wildlife and similar that are still on the Slide.
- Using the pool net, clear from the pool, as much as is necessary for the safety of the participants, any leaves, sticks, wildlife and similar.
- Watching out for dangerous wildlife (especially snakes and spiders), empty and return the two pool filters by the side of the pool closest to the shed.
- Using the hose at the top of the Slide, fill up the footbath ensuring that the valve is closed. Be sure to turn the hose off once the footbath is full.
- If the level of the pool is clearly more than 15cm from the top, use the hose at the bottom of the Slide to top it up.
- If you consider that lights will be needed at any time during the activity, turn on the lights, at both the top and the bottom of the Slide, with the above key (the switches are next to the shower at the top of the Slide and on the side of the shed next to the other controls).

Qualified Activity Instructor's Role

- Unlock the gates at the commencement.
- The Qualified Activity Instructor must be signed off on induction and competent in running the Waterslide before taking responsibility for the session.
- They must ensure all essential briefings have been conducted before the activity commences (see 'Essential Briefing' below).
- They must ensure that there is always an Instructor either:
 - next to the pool and "rescue ready" in case of a personal rescue if the pool noodle and rope is insufficient, or

- Actually in the pool according to the participants' needs and the weather conditions.
- The staff member cannot leave the activity area at any point in time, if needed they can call for assistance.
- Check the area and a count of participants. Then lock the gates upon everyone exiting the activity.

Assistant Activity Instructor's Role

When no staff Activity Instructor is allocated to perform this role, an Adult / Teacher shall perform the role of Assistant Activity Instructor – it must be a different adult / teacher from the one performing the Supervising Adult/Teacher role).

- The Assistant Activity Instructor must be signed off on induction and competent in running the Waterslide before assisting with the session.
- They must ensure that there is always an Instructor present at the top of the slide, supervising the timing and conduct of participants entering the Waterslide.

4 Essential Briefing

Supervising Adult /Teacher's Role

- A Supervising Adult/Teacher works in conjunction with a Qualified Activity Instructor and does not assume responsibility for technical aspects of the activity.
- They are responsible for supervising participants waiting in the designated area and should be aware that they have a duty of care to all participants.
- They are expected to:
 - Be a role model and exemplar for the participants and follow all safety rules.
 - Assist with non-swimmers or weak swimmers.
 - Supervise the participants during the activity.
 - Provide positive reinforcement and support for all levels of achievement.

Assistant Activity Instructor's Role (if performed by adult/teacher)

If an Adult / Teacher is being used to perform the role of Assistant Activity Instructor the Activity Instructor must provide them with a briefing on the role – see Section under Assistant Activity instructors' role above.

Participant Briefing

The following sets out all the essential points that must be explained before any participant is allowed to attempt the activity.

It is the responsibility of the Qualified Activity Instructor to ensure that all participants have fully understood the Essential Briefing before commencing the activity. It is the decision of the Instructors regarding whether or not a participant is ready to take part in the activity safely.

General introduction

Scouts Australia NSW

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- Introduce yourself and the activity to the participants.
- Explain the following:
 - Participants may now take their shoes and socks off and leave them in the grassy area but they must put them on again if they leave the fenced area.
 - If the participants intend to use the Slide, they must walk through the footbath to wash all the dirt off their feet before entering the slide.
 - Because the Slide is slippery, they must be careful when stepping onto the Slide and must sit down on the step immediately.
 - Before proceeding down the Slide, they:
 - must ensure that the person in front is at least at the large left turn bend first, or
 - if appropriate, wait until instructed, either by an instructor or supervising adult.
 - There are **only** three ways to go down the Slide, as follows:
 - One at a time, sitting **upright, arms in front bracing the side of the slide**
 - One at a time, 'Superman style' (head first on their stomachs, arms stretched out in front)
 - A maximum of three at a time **sitting upright** ('train')
 - They should always keep their hands next to them for protection over the bumps and turns while sitting upright.
 - In superman position, do not dive **down** into pool at the end of the slide so they don't hit their face on the bottom.
 - Once at the bottom of the Slide, they should immediately exit the pool via the steps
- Explain that they **must not**:
 - Stand on the Slide.
 - Reach over the edge of the Slide
 - Stop while sliding
 - Spin around and change direction while sliding
 - 'High Five' participants on the slide, especially where the slide is closest to the foot path

5 Debriefing

There is rarely a debrief session for the Waterslide activity as it is aimed mainly at entertainment. However, if a debrief is requested, address the aims of the activity and 'challenge by choice' principles as found on page one.

6 Packing Up

- Ensure that no participant is still on the Slide.
- Turn off the water pump (*using the above key and controls*).
- Ensure the pool net and pool noodle are placed out of the way near the fence.
- Ensure that the tap that may have been used to top up the pool is turned off.
- Attach the blue pipe in the side drain of the footbath, open the valve to allow the water run through the pipe and direct the flow down the hill into the bushes.
- Ensure that all the lights are switched off.
- Ensure that you lock the fenced area when you leave, including between sessions if an activity

instructor is not present.

- Inform the Program Manager, as soon as possible, of any issues or problems regarding equipment.
- If necessary, an Incident, Accident and Near Miss Report Form should be completed and handed to the Program Manager at the earliest convenience (*the form is located in green instructor folders or in the office*).

7 Appendices

- Briefing Cards

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| <p>Version 4</p> <p>Cataract Scout Park</p> <h1 style="text-align: center;">WATERSLIDE</h1> <p style="text-align: center;">Briefing Cards</p> | <p>Waterslide - Page 1 of 5 - Version 4</p> <p><i>These briefing cards have been designed to assist in jogging your memory during briefs and sessions.</i></p> <p><i>Anything in bold is a requirement as per our Standard Operating Procedures.</i></p> | <p>Waterslide - Page 2 of 5 -Version 4</p> <p style="text-align: center;"><u>INTRODUCTION</u></p> <ul style="list-style-type: none"> Sitting on wooden logs/benches in grassy area. Shoes off. <p style="text-align: center;"><u>INSTRUCTOR MUST REMAIN AT BOTTOM OF SLIDE DURING SESSION – RESCUE READY, with an assistant instructor the top</u></p> <p style="text-align: center;"><u>BOUNDARIES</u></p> <ul style="list-style-type: none"> Stay inside the fence. Ask before going to the toilet, shoes back on. |
| <p>Version 4.0</p> | <p><i>Everything else are suggestions and will depend on the group and its ability if you include it or not.</i></p> <p><i>These are to be used in conjunction with the Standard Operating Procedures as not all information is included</i></p> | |
| <p>Waterslide - Page 3 of 5 -Version 4</p> <p style="text-align: center;"><u>SLIDE RULES</u></p> <ul style="list-style-type: none"> Explain perceived VS real risk and importance of following the directions given in order to prevent injury. Line up behind concrete square. Walk through footbath to wash feet SIT DOWN on slide step | <p>Waterslide - Page 4 of 5 -Version 4</p> <p style="text-align: center;"><u>SLIDE RULES</u></p> <ul style="list-style-type: none"> Wait until person in front is past the large left hand bend before next person goes. Teacher or leader to manage if required. DO NOT STAND ON SLIDE DO NOT STOP DO NOT REACH OVER SLIDE EDGE TO 'HIGH 5' FRIENDS EXIT POOL IMMEDIATELY via STEPS. | <p>Waterslide - Page 5 of 5 -Version 4</p> <p style="text-align: center;"><u>SLIDE RULES</u></p> <ul style="list-style-type: none"> THREE ways to go down slide <ul style="list-style-type: none"> Sitting UPRIGHT 'Superman', on stomach. (1 person at a time) 2 or 3 person train sitting UPRIGHT (must stay together). Always keep hands out in front or to the side. In superman position, DO NOT dive into pool at the end. |