



PROCEDURE

Cataract Scout Park – Giant Swing



Issued with the authority of the Head of Risk and Commercial Manager of Scouts Australia NSW

		Head of Risk Signature	
Sponsor	Activities Manager, CSP	Commercial Manager Signature	
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Cataract Scout Park-Giant Swing

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1 Location

The Giant Swing is situated in an open area down a track that runs beside the Cave House on Moore Road.

2 Aims of Giant Swing

- 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.
- To understand the fear of heights and work through it with determination and communication.
- To use teamwork skills to complete a task.

3 Pre-Activity Checks

General

- Check weather forecast as below.
- Complete Activity Equipment Log as per its directions. Check for any previous comments regarding equipment and if any, ensure they have been addressed.
- Ensure all equipment is accounted for.
- Check all equipment before the activity begins to ensure that it is safe, clean and in working order.
- Check the activity site for hazards (fallen trees, branches, excessive leaves, snakes, etc.).
- Ensure liability forms have been signed and participants are present during the Activity Briefing.
- Recommended minimum age of participants for this activity is 8 years old.

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.
- Activity cannot be conducted if wind gusts exceed 6 on the beaufort scale (40-50km/h wind gusts).
- Specific consideration must be given to:
 - Water making climbing surfaces slippery.
 - Mud/sand/softfall causing damage to equipment.
 - General health and wellbeing of the group (it is important to consider the effects of the weather on the participants, not only on the infrastructure and equipment).

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Medical

- Obtain briefing from Supervising Adult/ Teacher on particular medical needs for each group.
- Maximum weight of any individual on the activity is 120Kgs
- 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 Supervising Adult/Teacher

Equipment

- 6 Participant full-body harnesses
- 6 Participant helmets
- 1 Instructor full-body harness*
- 1 Energy absorbing lanyard with carabiners attached.
- 1 Cable Grab
- 1 'Giant swing strop' with a D maillon or carabiner attachment.
- 3 Prusiks of appropriate length for release system.
- Spare prusiks – at least 2 of each length (6 all up).
- 1 Ladder
- 1 Swing rope with 'rip cord' and plastic 'tab' attached.
- 1 static backup rope attached to the swing rope.
- 4 Tri-lock carabiners
- 2 Protective goggles/glasses
- 1 'Haul rope' with 're-set' rope attached (located permanently at the activity).
- Spare hair elastics (located in Instructor First Aid Kit)

Activity Setup

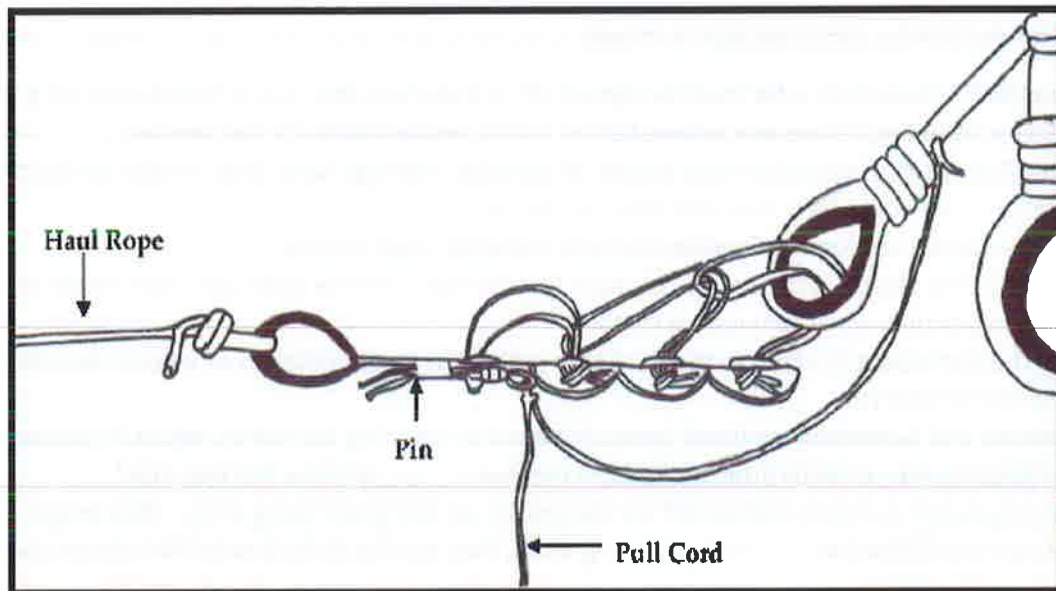
- ALL harnesses, lanyards and helmets to be checked by the Qualified Activity Instructor before each session.
- Place all helmets and harnesses in plastic box, and place between briefing log and tree stumps.
- Ensure the static backup rope is correctly attached to the swing rope.
- Using a ladder, supported by at least one other person, attach the long end of the swing rope and static backup rope to the cables via two tri-lock carabiners. Ensure carabiners are fully closed and orientated correctly with opposing gates.
- Ensure the other two tri-lock carabiners are on the other end of the swing rope and static backup rope for the participants to be clipped into.
- Place ladder outside the triangle, ready for the session.
- Check the condition of the prusiks and replace with a spare if necessary.
- Attach, to the 'haul rope' via the D maillon or carabiner, the 'giant swing strop' with prusiks attached.

***If an instructor uses their own personal gear, it must be in proper condition and maintained to the same equipment standards as Cataract Scout Park. It must also be equivalent to the gear supplied by Cataract Scout Park, for the activity, including harness type.**

Qualified Activity Instructor's Role

- The Qualified Activity Instructor must be signed off on induction and competent in operating the Giant Swing including rescue procedures before taking responsibility for the session.
- The Qualified Activity Instructor must ensure all essential briefings have been conducted before the activity commences (see 'Essential Briefing' below).
- During the activity session the Qualified Activity Instructor must ensure:
 - The ladder is placed in the correct position (on the two concrete slabs) and held steady by at least two people while someone is climbing it.
 - Ask the participant to climb to the third step (adjust for height differences where necessary), and turn to face you.
 - Helmets and harnesses are fitted correctly before attempting the swing. Adjust if necessary.
 - Participants are correctly attached to both the 'swing rope' and the 'backup rope'.
 - Haul system is correctly connected via the prusiks on the 'giant swing strop'. (See image 1).
 - Instruct participant that as they are being lifted, they are not to hold onto the release cord.
 - Ensures the participant knows where it is safe to place their hands while being lifted and while swinging (hands on the orange knot).
 - They visually check the swing and all carabiners before setting each participant off.
 - The ladder has been removed from the diamond 'drop zone' **before** the participant starts being lifted.
 - No one is within the diamond 'drop zone' while a participant is being lifted or in the air.
 - Haul team works together in a responsible manner to haul the participant.
 - Ensure the haul team maintains a tight grip on the rope and **does not let it go** until after the swinger has swung.
 - All persons within the 'drop zone' must wear a correctly fitted helmet, including ladder volunteers and instructors.
- In the event that the 'haul rope' gets stuck on the pole or unthreaded from the pulleys, the Instructor must fix this problem as follows:
 - Put on a full-body harness and helmet and attach the energy absorbing lanyard to the harness sternum fall-arrest attachment point.
 - Place the ladder at the bottom of the pole and ensure someone holds it steady as instructor climbs.
 - Connect the cable grab to the cable on the pole, then to the carabiner on the 'lobster claw' side of the fall arrest lanyard. Connect the other end of the fall arrest lanyard to the sternum attachment on your harness. Ensure that the cable grab is correctly connected and will lock securely if you fall, and that the cable grab is on the 'lobster claw' side of the fall arrest lanyard.
 - Connect the 'lobster claw' and lanyard to the staples as a second point of attachment.
 - Climb the pole, using the staples, to the height necessary to fix the problem.
 - Ensure you move the cable grab as you climb, keeping it above waist height at all times.
- If re-threading the 'haul rope', ensure that it passes through the two staples on its side of the pole and is threaded through the pulleys from above.

Image 1.



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 of technical aspects of the activity.
- Supervising Adults/Teachers are responsible for supervising participants waiting in the designated area and to exercise a duty of care to dependent participants.
- The Supervising Adult/Teacher is expected to;
 - Be a role model and exemplar for the participants and follow all safety rules.
 - Assist with the fitting of helmets and harnesses as necessary.
 - Supervise the participants on the ground during the activity.
 - Provide positive reinforcement and support for all levels of achievement.
 - To undertake a supervisory role during a rescue situation. Should the Supervising Adult/Teacher be using the course at the time of an emergency they can assume the supervisory role whilst at height.

Note: If time allows for the teacher to participate they should wait until the end of the session.

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

- Introduce yourself and the activity.
- Explain the following, as appropriate to session:
 - Point out the boundaries
 - Do not enter the diamond drop zone unless asked by the Instructor.
 - Do not leave the activity area with-out permission.
 - Explain the 'aims' of the activity and what 'challenge by choice' means (see 'Aims' section of this document).
 - Inform participants they must secure loose clothing and hair.
- Explain how the giant swing works, as appropriate to session:
 - The Giant Swing is 15m high, and each participant can choose the individual height they swing from.
 - Two volunteers are requested to help with moving and bracing the ladder.
 - The participant will put a harness and helmet on before being called into the roped off diamond area ('drop zone').
 - They will be asked to climb to the third step of the ladder (dependant on participants height), before being clipped onto the ropes and cable system and attached to the 'haul rope'.
 - Once instructed, all other participants on the ground will walk with the haul rope in a straight line to lift the participant into the air.
 - All participants pulling the haul rope will respect the swinger's limits, stop pulling the haul rope when asked and then **hold it tight and must not let it go**.
 - The swinger will reach out and pull the 'rip cord' to commence the swing.
 - If a swinger wishes to hang upside down, they must wait until they have completed one full swing before doing so.
 - The swinger will be asked to coil up the ropes hanging below them, enabling the Instructor to help slow them to a halt.
- The 'haul rope' and 'giant swing strop' will be retrieved from the top of the pole using the 'reset rope', in order to reset the swing for the next participant

Harness and helmet

Demonstrate to the participants how to correctly fit a helmet and full-body harness as appropriate to the session.

Getting Started

- Ask the first six participants to put on a harness and helmet.

- You may ask for three volunteers, preferably the participants (depending on their ages and capabilities), otherwise the supervising adult/teacher, to do the following.
 - two volunteers can hold the ladder whilst a participant is climbing and will remove and return the ladder **ONLY** when directed to do so by the Instructor.
 - The third volunteer may reset the system. Ensure that this volunteer remains OUTSIDE the diamond 'drop zone' at all times.

5 Debriefing

As Activity Instructors we guide the participants in the direction of understanding and realizing what they have achieved and how it can apply in everyday life. A debrief works best if the participants feel they can contribute most of the input and ideas themselves.

- There are many ways to perform a debrief/reflection. You may like to:
 - Address aims (see page one) and discuss the participants' successes and/or challenges.
 - Discuss overcoming their fear of heights, personal choices, and respect for other people's choices as to limits, strengths and weaknesses.
 - What was their perception of the Giant Swing Activity at the start ("where were you in your comfort zone")? What are their feelings towards it now ("has your comfort zone expanded")?
 - Discuss the teamwork and trust elements of the activity and how it can apply in everyday life.

6 Packing Up

On site

- Participants should fully loosen the harnesses and place them back in the plastic box, along with the helmets.
- Instructors should unclip the orange and white ropes from the cables and place the ropes and attached carabiners in the plastic box.
- Instructors should detach the 'giant swing strop' from the white haul rope and place it in the plastic box.
- Ensure that the ladder is brought to the Equipment Shed along with the plastic box and contents.

Final pack up at Equipment Shed

- Complete Activity Equipment Log as per its directions.
- Ensure each harness is fully loosened and check all equipment for any damage.
- Any issues/problems with any equipment should be notified as soon as possible to the Program Manager.
- Ensure all equipment is packed away appropriately and all rubbish has been put in the bin.
- If necessary, an Incident, Accident and Near Miss Report Form must be filled out (located in the blue instructor's folder or in the office). Any completed forms must be handed to the Program Manager at the earliest convenience.

7 Appendices

- Briefing Cards

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<p style="text-align: center;"><i>Version 4</i></p> <p style="text-align: center;">Cataract Scout Park</p> <h1 style="text-align: center;">GIANT SWING</h1> <p style="text-align: center;">Briefing Cards</p>	<p>Giant Swing- Page 1 of 5- Version 4</p> <p>These briefing cards have been designed to assist in jogging your memory during briefs and sessions.</p> <p>Anything in bold is a requirement as per our Standard Operating Procedures.</p> <p>Everything else are suggestions and will depend on the group and its ability if you include it or not.</p> <p>These are to be used in conjunction with the SOP, as not all information is included</p>	<p>Giant Swing- Page 2 of 5- Version 4</p> <p style="text-align: center;"><u>INTRODUCTION</u></p> <ul style="list-style-type: none"> • Welcome to Giant Swing • Who has done Giant Swing before? • Giant Swing is 15m high • Team work activity. • Ensure loose clothing and hair is secured. <p style="text-align: center;"><u>BOUNDARIES</u></p> <ul style="list-style-type: none"> • Do not enter diamond area 'drop zone' without permission. • All persons within the 'drop zone' must wear a correctly fitted helmet.
<p><i>Version 4.0</i></p>		
<p>Giant Swing - Page 3 of 5- Version 4</p> <p style="text-align: center;">Ladder Volunteers</p> <ul style="list-style-type: none"> • Ladder helpers must wear helmets. • Ladder only to be moved in or out of the diamond drop zone when instructor says so. • Ladder to be placed on concrete slabs. • Ladder must be braced by two or more people while someone is standing/climbing on it. • Ladder must be outside the diamond drop zone before the participant starts being lifted. 	<p>Giant Swing - Page 4 of 5- Version 4</p> <p style="text-align: center;">SYSTEM</p> <ul style="list-style-type: none"> • Harness and helmet on before entering diamond area ('drop zone'). • Clip onto ropes and cable system, attached to the 'haul rope'. • WALK with the haul rope in a straight line <p>Respect swinger's limits, stop pulling when asked, hold haul rope tight and DO NOT let go.</p>	<p>Giant Swing - Page 5 of 5- Version 4</p> <p style="text-align: center;">SYSTEM</p> <ul style="list-style-type: none"> • <i>Pull the 'rip cord' after count of three to commence the swing.</i> • <i>Swinger to coil up ropes hanging below so the Instructor can help slow them to a halt.</i> <ul style="list-style-type: none"> • <i>Reset system with 'reset rope'. Keep haul rope off the ground and walk it in.</i> <p>Demonstrate how to fit a helmet and full-body harness</p>

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