

PROCEDURE

Cataract Scout Park – Sandy Overnight



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- Sandy Overnight

Contents

1	Location	3
2	Aims of Sandy Overnight	3
3	Pre-Activity Checks	3
	Weather conditions appropriate	4
	Medical	4
	Supervision	4
	Activity Setup	5
	Qualified Activity Instructor's Role	5
4	Essential Briefing.....	6
	General	6
5	Evacuating Procedure	6
6	Debriefing	7
7	Packing Up	7
	On site	7
	Final pack up at Equipment Shed	7
8	Appendices	7

1 Location

- Sandy Plateau is located off site and may be accessed in a number of ways as below:
- Driving – Drive to Cataract Dam Rd, Access from back of Flying Fox Tower. Turn right to drive down Cataract Dam Rd for 950m, turn right (second right from) onto dirt track and follow it to the campsite. The campsite can be identified by the long-drop toilets on the right, and the large campfire circle on the left. Access is strictly 4WD only.
- Walking
 - Via Site 5 – if standing in the turning circle facing the Site 5 buildings. Turn left (East) and walk towards the tree line. You will find the start of the Nature Trail (which swings behind Site 5 towards Sites 4 & 6). After traveling on the Nature Trail, it will drop down a small hill away from the camping area. 50m after this, there will be a second trail to the left heading further down the hill in an Eastward direction. This is the **short** walk to Sandy.
 - From the Office/Lodges area – If standing at the Stock, Lloyd & Maughan Crossroads, there is an un-sign-posted walking track about 20m to the NE, where the Blue Orienteering Course Markers start. Follow this track for approx.. 200m, where there is a small walking track on the right, that heads down-hill in a Northwards direction. Recommended to use a map/walking track app/GPS to plan & walk this route, as it crosses the creek and several other paths/closed fire trails. This is the **long** walk to Sandy
 - From High Ropes – There is an old orienteering course behind the High Ropes Course, that crosses the creek in line of sight of High Ropes, and twists around towards Cataract Dam Road. The Path crosses the road that runs past the Black Water Dam. This is the **alternate** walk to Sandy. If this path is to be taken, as it passes quite close to the Black Water Dam and crosses a vehicle thoroughfare, adequate justification and safety measures must be in place.
- Grid reference 981099 of the map: 'APPIN' 9029-1S Third Edition, published by NSW Department of Information Technology and Management.

2 Aims of Sandy Overnight

- To implement 'challenge by choice' by:
 - Enabling participants to expand their comfort zone, take initiatives and stretch their limits. (Necessary information and details are provided so that all participants can make an 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.
- To experience bush camping with minimal impact.
- Build independence and responsibility for oneself and others.

3 Pre-Activity Checks

- 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 (dangerous trees in campsite, 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 first thing in the morning.
- Activity **cannot** be conducted during storms, heavy rain, lightning or heavy winds at a Beaufort Scale of 6+ (= 41-50km winds – large branches sway, umbrella used with difficulty).
- Specific consideration must be given to:
 - The creek crossings encountered (especially the creek on the short walk)
 - Whether a Total Fire Ban is in place (Program Manager to document justification for bivouac program continuing in the event of a Total Fire Ban)
 - Mud/sand/soft fall causing damage to equipment.
 - The experience, age group and preparedness of the group
 - 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.
- 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 Assisting Activity Instructor
- 1 Supervising Adult/Teacher
- 1 Activity Instructor on-call at CSP overnight with radio turned on – must be able to confidently drive to Sandy in an emergency

Participant pack list (to be packed in suitable hiking packs):

- 1 T-shirt
- 1 pair of shorts
- 1 long sleeve shirt and/or jumper
- Rain coat (not a spray jacket)
- 1 pair of long pants for cold weather
- Spare socks and underwear
- Hat or cap and beanie
- Pajamas
- 1 sleeping bag and liner
- Torch
- Large garbage bags to waterproof their packs.
- Insect repellent
- Sun screen
- 2 water bottles (2 Liters capacity minimum)
- 1 pair of sensible joggers or boots (no thongs!)
- 2 plastic bags to put your dirty/wet clothes in
- Toiletries (no showers at Sandy)
- 1 small towels
- Hair elastics for abseiling and/or rock climbing (if you have long hair)
- Small first aid kit (salt for leeches, band aids, antiseptic cream, etc).
- Essential Medication

Group gear to be dropped off before overnight stay:

- Water – 60L
- Instructor's gear
- Hand soap/Sanitiser
- Spare radio – fully charged
- Cast iron ovens/Trangia – *catered program/spare Trangia for self-catered program*
- Methylated spirits
- Serving spoons – *catered program*
- Chopping boards – *catered program*
- Knives – *catered program*
- Drinks container
- Dishwashing bucket
- Tarps
- Table
- Dishwashing liquid
- Dish cloths
- Tea towels
- Paper towel
- Matches/lighter
- Toilet paper
- Rubbish bags
- Tents and sleeping mats (if required)
- Large first aid kit

Teacher's Kit – *catered program*

- Keep cups
- Plates
- Bowls
- Cups
- Cutlery
- Tea/Coffee/Sugar

Activity Setup

- Drive out to Sandy Plateau prior to the program to check the site, bathrooms, evacuation route and activities (if required).
- Ensure all group gear is checked, clean and packed into the activity vehicle. Small items of group gear such as, Dishwashing liquid, chopping board and etc. are located in the Sandy Plateau box in the equipment shed. The teachers pack is in a smaller black plastic container in the equipment shed.
- Walk the intended route (usually long route and short route), and mark with track marking tape.

Qualified Activity Instructor's Role

- The Qualified Activity Instructor must be signed off on induction and competent in running a bivouac program before taking responsibility for the program.
- The Assisting Activity Instructor must be signed off on induction and competent in assisting a bivouac program before assisting for the program.
- 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 and Assisting Activity Instructors will need to:
 - Ensure that all participants are aware of their surroundings and the proximity of the cliffs before departing on the bushwalk and when they arrive at Sandy Plateau.
 - Walk with the group to Sandy Plateau and provide relevant safety briefings along the way.
 - Brief group on how to properly pack and wear a hiking pack.
 - Ensure that all participants are instructed to remain on site and not to come into close proximity of the surrounding cliffs.
 - Ensure that all persons, including Instructors, set up appropriate bedding for the night.

- Ensure that a campfire is lit (depending upon current fire restrictions which must be checked prior to commencing the trip) and that an instructor remains immediately present while it is burning.
- Ensure that there is water accessible nearby to put the fire out as required.

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.
- Supervising Adults/Teachers are responsible for supervising participants and exercise a duty of care to all participants.
- The Supervising Adult/Teacher is expected to:
 - Be a role model and exemplar for the participants and follow all safety rules.
 - Assist with setting up the bedding as necessary.
 - Supervise the participants during the night.
 - Provide positive reinforcement and support for all levels of achievement.

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

- Introduce yourself.
- Point out the boundaries as follows:
 - Do not leave the open area without permission from the Instructors.
- Explain the 'aims' of the activity and what 'challenge by choice' means (see 'Aims' section of this document).

5 Evacuating Procedure

If you should need to escape site for any severe reason, follow the steps below:

- Contact the Instructor who is on call. Sandy has strong reception so mobile or CSP radio is recommended to be used.
- Evacuate the area as soon as possible through the safest route. The recommended route is to follow the

- path that is accessed by vehicle to Cataract Dam Road, or otherwise instructed by Program Manager.
- Dependant on the reason for evacuation, consideration should be given to the short walk to Site 5 or the Alternative route.
- The Instructor on call should provide updates to Instructor at Sandy to prepare or for an early evacuation.
- The Instructor on call can drive the vehicle to Sandy to assist in evacuation

6 Debriefing

As Activity Instructors we assist participants in 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.

- Address 'aims' (see page one) and discuss the participants' successes and challenges.
- Discuss overcoming their fear, their personal choices, and respect for other people's choices as to limits, strengths and weaknesses.
- What was their perception of camping ("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.

7 Packing Up

On site

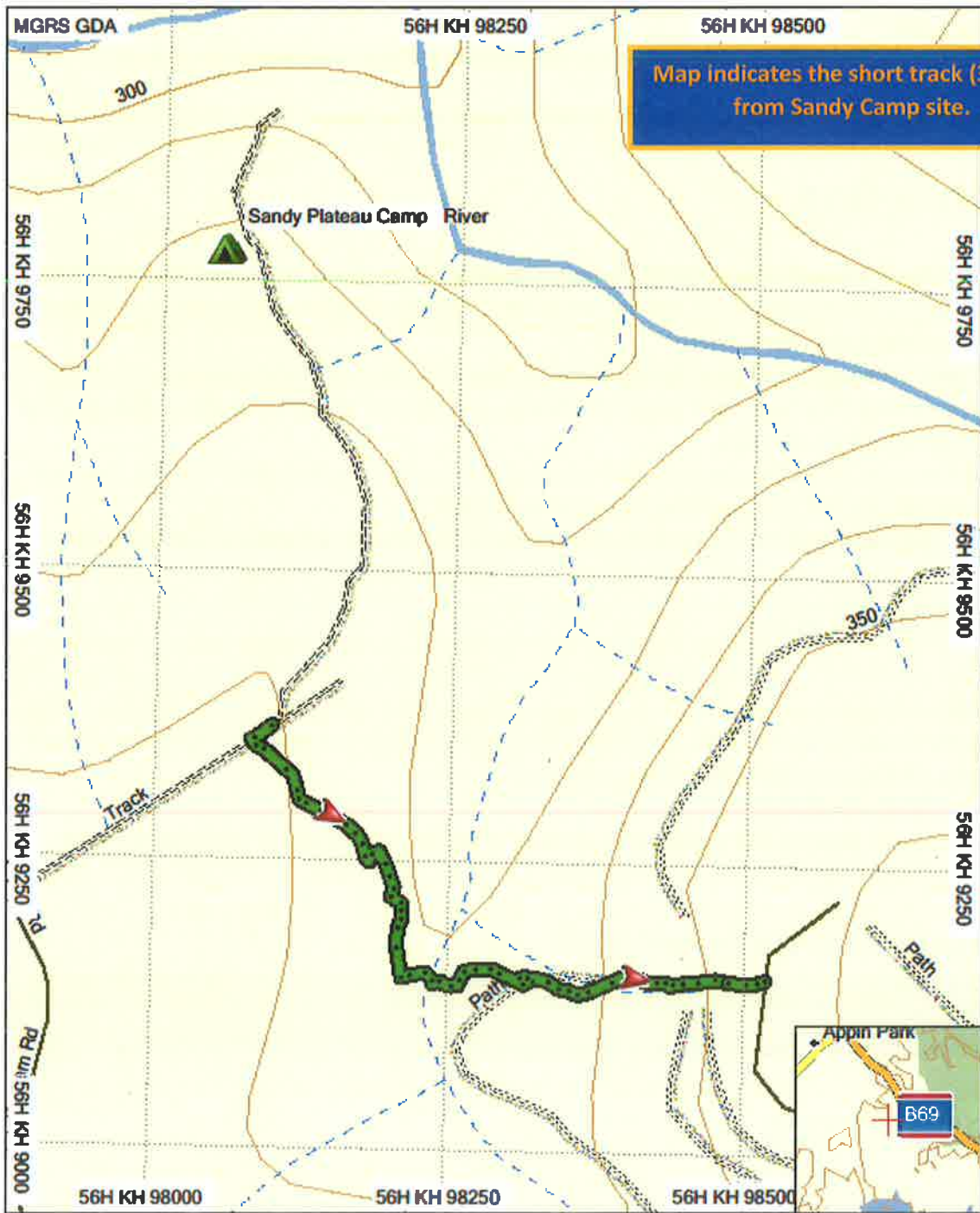
- Participants should clear the camp site to how they found it. This includes packing down all their equipment, picking up rubbish and leaving no traces.
- Fire should be completely out.
- Staff should assist packing CSP supplied equipment in an area accessible to a vehicle or in the vehicle.

Final pack up at Equipment Shed

- Any issues/problems with any equipment should be notified as soon as possible to the Program Manager.
- Ensure all equipment is cleaned, packed away appropriately and all rubbish has been put in the bin.

8 Appendices

- Maps



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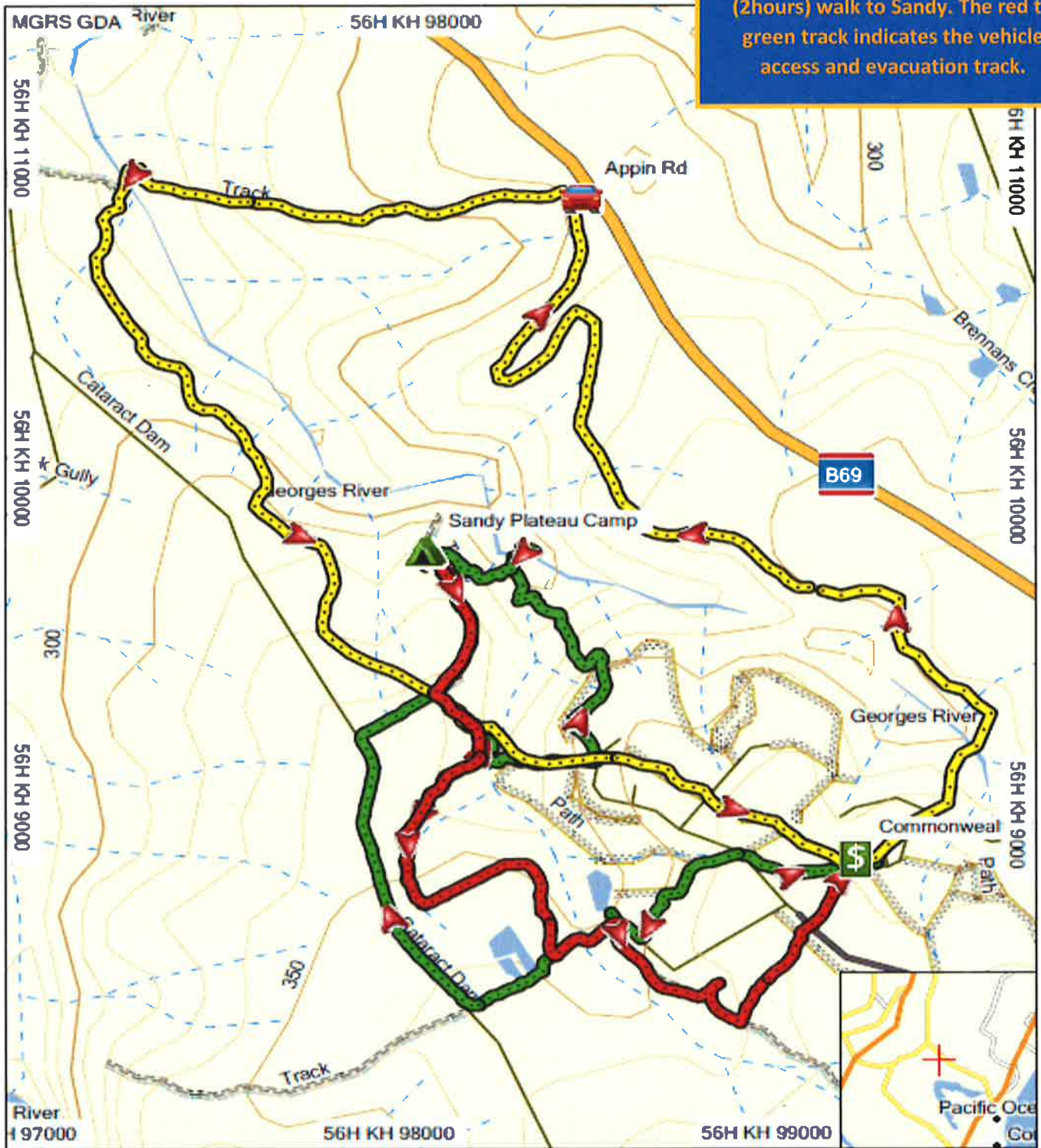
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File name	PRO 47 CSP Sandy Overnight v2.0	Page 8 of 9.
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Map of the various tracks towards Sandy Plateau Camp site. The short green track maps the long route (2hours) walk to Sandy. The red to green track indicates the vehicle access and evacuation track.



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Internal Storage

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Map illustrates the various routes to Sandy Camp site and around the region. The short green track indicates the long (2hours) track to Sandy Camp site from CSP.

