



# Normal Operating Procedure – Challenge Course

TEAMPGL

## Risk Profile

The following risks have been identified through PGL's risk assessment process:

- a. Equipment Failure – built structures and elements
- b. Extreme Weather
- c. Entrapment of hair, fingers, loose clothing & jewellery
- d. Slips/trips/falls – on or from elements, wet and uneven ground
- e. Injury from participation/physical exertion
- f. Fatigue/exhaustion/dehydration
- g. Falls into open bodies of water and vegetation
- h. Injuries from entry onto other activity bases and areas of site
- i. Manual handling injuries
- j. Crush injuries and rope burn, striking injuries from equipment
- k. Participants getting stuck at height

Implementation of the following operating procedures reduces the residual risk to a level as low as reasonably practicable given the intended purpose of the activity.

## Control Measures

### Deployment Requirements

|                                 |   |
|---------------------------------|---|
| Instructor Qualifications:      | Centre based Training and Assessment by an PGL approved assessor.<br><br>Leader led complying with 'Leader Led Resource' Document |
| Instructor – Participant ratio: | 1:15  |
| Total group size:               | 15  |
| Active participation:           | 1:15  |

### 1. Equipment Requirements (Per Activity Base):

- Fresh water (for wet courses)

### 2. Specific Clothing Requirements (Instructor & Participant):

- Sturdy closed-toe footwear
- Jewellery removed with long hair tied back and out of the way
- Long shorts or trousers with no loose clothing that is an entrapment risk during the activity

### 3. Session Preparation

- a. The instructor must check through each element of the activity to be used and ensure all components are both present and safe to use.
- b. Each element must be checked monthly by a senior member of staff.

## 4. Instruction

- a. The instructor must give a short safety briefing which includes the following points:
  - i. When jumping from an obstacle, participants should bend their knees for a safe landing
  - ii. There should be no overtaking on obstacles and no encouraging of racing over elements.
  - iii. Participants must not push and shove on obstacles.
  - iv. Participants must always climb down obstacles facing inwards and feet first.
- b. The instructor must demonstrate each obstacle on the challenge course and any hazards should be pointed out to the group.
- c. Participants should then be given the opportunity to try the obstacle under the direct supervision of the instructor.
- d. For some elements in certain course designs participants will need to spot each other. The instructor must demonstrate spotting correctly for the relevant element. Guidance detailed in ACOP
- e. The instructor must at all times be in the position of maximum effectiveness with regard to visually observing and physically managing the safety of the group. This may include spotting participants on particular sections of the course. Direct line of site must be maintained with all active participants.
- f. Competition and development within the session can be achieved through improving the efficiency of participants' progress over the obstacles rather than by speed. Alternatively, large but light objects can be transported by the group collectively. Examples in ACOP (*located in the Adapting Sessions section*)

## 5. Session Conclusion

- a) The instructor must ensure that the group have the ability to change if wet or muddy before going to the next activity.
  - b) The instructor must ensure that unauthorised/unsupervised access to the Challenge Course is prevented, as per centre specific guidelines.
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