

UCET Work Method Statement

MUST READ RAMS

For other instructions relevant to this activity, you must read the following:

- ED 1 RAMS Activities Outdoors with Children

1. **The Activity: Method Statement**

Activity being carried out: Low Ropes and Elements (Challenge Wall, Balance Bridge, Tyres of Hanoi)

How is the activity completed?

Children move around from one element to another using cables, crates, pegs, planks, ropes and beams as a team

Before the session

- Check woodland is safe to use
- Pre-use check completed including visual inspection of tree canopy for any loose branches
- Top-to-toe check: long hair tied back, jewellery removed or secured, loose clothing removed or tops done up, pockets emptied, suitable trousers, suitable footwear
- Instructor carries rucksack with first aid kit and radio
- Bring planks/equipment as necessary for the activity

When you get there

- H&S briefing given
- Materials explained – wood, metal, rope – and points of contact
- Instruct users to walk around elements, not under cables
- Tell users to only use elements they are being instructed on
- Instructions on how to 'spot' for people on the elements to help break a fall
- Inform users how to come off equipment, no jumping from platforms

Whilst on the equipment

- Ensure participants are spotting, where necessary – challenge wall, clamber log, low ropes course
- Instructor to be aware of and to control the position of spotters
- Instructor to be vigilant towards unsafe behaviours
- Be mindful of changes to weather. If conditions deteriorate, the activity is halted and the children moved

Reviewed annually unless procedure needs to change. Next Review due: Oct 2024

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Education RAMS 3 Low Ropes

Other

- Entire course is checked annually by an external company – ERCA regulated
- Wind anemometer to check for excessive winds (see RAMs 5)
- Check blackboard outside Pump House for wind and use of woodland report
- Woodland subject to vigorous management for educational use
- Visual inspection of the ground and clear any trip hazards.
- School staff to administer first response first aid to any of their children who injure themselves (Ufton staff are available to support and help if requested following the first response.)
- Instructors hold Outdoor and Paediatric First aid qualifications (16 hour minimum).
- On-going dynamic risk assessments by instructor.
- All staff leading Low Ropes at Ufton will hold the ERCA Low Ropes Course Instructor or equivalent qualification
- Details of allergies and medication checked upon arrival and again before activity starts by their teachers

What equipment is used?

Ropes, wire, wood, chains, bridge build – ropes and wires fixed in between trees.

Wood platforms for children to move on to and off the element and is also used for construction of the elements, Instructor rucksack containing pre-use checklist, brushes for leaves/frost on elements, peg poles and first aid kit. Personal radios are carried by Ufton staff

What locations are approved for this activity?

Low ropes course in the woods, The Elements on the UA field, the clamber log/wheelchair climb at the crossroads and The H's on Weary Hill

Who can lead this activity?

Member of staff who holds a current ERCA Low Ropes Course Instructor or equivalent

Leader: student ratios

1 qualified leader to group of 12 + school leaders

What else are we expecting visiting schools to do in addition to RAMS 1?

Follow safety briefing about where they stand, how they stand and how to use the equipment, act as Spotters as required following training given.

Demonstrate or attempt with children to climb up to the equipment and then traverse from one place to another with varying degrees of difficulty. Make sure that they know where all their children are and that no child is anywhere alone. Assist with the supervision of the activity as required

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What else are we expecting Ufton Staff to do in addition to RAMS 1?

Provide a safe and enjoyable session by ensuring the safety of the group whilst engaged on the activity: proactively risk assessing, checking equipment prior to use.

Supervise the group with assistance of accompanying staff if needed

Give the children a clear briefing at the start

Which parts of this activity are visiting schools prohibited from doing?

Climbing on parts of the equipment that is not designed to hold weights (e.g. a fixing on a tree). Using the equipment without a qualified instructor present after a full safety briefing

2. The Risk Assessment

Who is at Risk:

The following people may be at risk of injury either when taking part in this activity or being in the area:

Children engaged in the activity, Their leaders, Members of staff, Wedding guests, Anyone else who may visit the site whilst the activity is in progress.

Significant Hazards (These are in addition to those on any of the MUST READ RAMS)	Control measures in Place	Risk Controls Applied				Overall risk and additional comments
		Likelihood	Injury Outcome	Business Risk	Environmental impact	
Trip hazards from ground or ropes	<ul style="list-style-type: none"> Visual inspection of the ground and clear any trip hazards. 	2	2	1	1	4
Falling to the ground	<ul style="list-style-type: none"> Children instructed on how to spot and support others on the equipment Elements are less than 1 metre off the ground 	5	3	1	1	15
Knocking against equipment	<ul style="list-style-type: none"> Children walk between elements and are supervised 	3	1	1	1	3
Chaffing of skin on ropes, wire or wood	<ul style="list-style-type: none"> Children are forewarned before they use an element with any of these and also how to prevent these injuries occurring 	2	2	1	1	4

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Fingers being pinched	<ul style="list-style-type: none"> Children are forewarned before they use an element with any of these and also how to prevent these injuries occurring Equipment checked for pinch points and removed if possible 	2	2	1	1	4
Equipment failure	<ul style="list-style-type: none"> Entire course is checked twice a year by an external company – ADIPS Elements removed from use until they’ve been repaired 	1	4	3	1	12
Weill’s and Lyme’s disease	<ul style="list-style-type: none"> Children to wear waterproof plasters over open wounds School leaders advised of symptoms and when to seek medical help 	1	5	2	1	10
Clothing being trapped	<ul style="list-style-type: none"> Clothing is checked before activity starts and any possible trap hazards pointed out 	1	2	1	1	2
Exposure to elements	<ul style="list-style-type: none"> On-going dynamic risk assessments by instructor. 	3	2	1	1	6

Key

Likelihood	Injury Outcome	Business Risk	Environmental Impact
1 Remote – no historical occurrences here but has happened elsewhere	1 No treatment	1 No impact	1 No impact
2 Unlikely – Occurs here but extremely rare (not in last year)	2 On site first aid administered	2 Minor impact	2 Minor Impact
3 Possible – has occurred in the last year	3 Treatment by external medical professional and same day discharge	3 Moderate short term impact	3 Moderate short term impact
4 Foreseeable – occurs occasionally (once per term)	4 Admission to hospital	4 Serious medium term impact	4 Serious medium term impact
5 Regular – occurs regularly (weekly)	5 Death or life changing injury	5 Very serious long term impact	5 very serious long term impact
Multiply Likelihood x Injury Outcome x Business Risk x Environmental Impact. Any score above 25 must result in control measures being applied in the additional comments column			

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