

Risk Assessment:	Campfire and Night Activities
Revised Date:	May 2024 By KM



Hazard	Who might be at risk	Likelihood	Consequence	Outcome (Risk)	Controls Implemented	Who Implements these controls	New Likelihood	New Consequence	New Outcome (Risk)
Slips, trips and falls	Participants, Staff & other visitors of The Cap Caves	Possible (3)	Minor (2)	Moderate (6)	Path lights have been installed to aid in the dark environment	Adventure Guide and Staff	Unlikely (2)	Insignificant (1)	Low (2)
					Torches are used where necessary				
					Groups participating in night activities are monitored by staff and kept at a walking pace				
					Everyone is made aware of the rules around the firepit, they include “no running, pushing, jumping. Only those that are told they can get up and walk around, can.		Unlikely (2)	Insignificant (1)	Low (2)
Bites and Stings	Participants and Staff	Possible (3)	Minor (2)	Moderate (6)	Mosquito repellent is supplied when necessary				

					First aid kits are available if stings occur				
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					Staff do regular checks for wasps/bees of the areas used				
					No participant is left alone or unattended		Rare (1)	Minor (2)	Low (2)
Burns	Participants and Staff	Unlikely (2)	Moderate (3)	Moderate (6)	The campfire is lit before the group arrives	Adventure Guide/Staff	Rare (1)	Minor (2)	Low (2)
					Safety rules are implemented when around the Campfire:				
					No running, pushing, jumping. Only those selected can walk around. Everyone is given a demonstration on how to roast a Marshmallow using our designated roasting sticks		Rare (1)	Minor (2)	Low (2)
Injuries or burns from roasting sticks	Participants and Staff	Rare (1)	Moderate (3)	Low (3)	Participants are reminded the sticks get hot also and they aren't to be waves around to avoid poking others. Sticks have been bent at the ends to avoid poking hazard	Adventure Guide	Rare (1)	Insignificant (1)	Low (1)
					Only a maximum of 6 participants are allowed around the fire at time				
					Sticks are to be returned to the staff member before given to another participant		Rare (1)	Insignificant (1)	Low (1)

Burns (Lighting fires)	Guides/Staff	Possible (3)	Moderate (3)	Moderate (9)	In wet weather using diesel or chersonese may be required	Adventure guides and Staff	Rare (1)	Moderate (3)	Low (3)
					This is to be done long before the group is booked in for the fire				
					100ml of the liquid is the maximum amount. Liquid is to be removed from the pit when lighting the fire and then removed from the area when the fire is lit				
					Staff are the only people allowed to add wood to the fire for burning. All fires will be put out by the designated staff member at the end of the activity		Rare (1)	Moderate (3)	Low (3)

The Capricorn Caves uses a simple Risk Matrix (See below) to identify the hazards and risk associated with our activities. With trained guides and supervisors implementing the appropriate controls in our environment, we've mitigated the risk to the safest possible levels. No activity can be undertaken without continuous hazard monitoring and the risk levels being at their absolute lowest.

All staff conducting the activity have read and understood our procedures and risk management processes.

		Consequences				
		Insignificant (1) No injuries / minimal financial loss	Minor (2) First aid treatment / medium financial loss	Moderate (3) Medical treatment / high financial loss	Major (4) Hospitalable / large financial loss	Catastrophic (5) Death / massive financial loss
Likelihood	Almost Certain (5) Often occurs / once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
	Likely (4) Could easily happen / once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
	Possible (3) Could happen or known it to happen / once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely (2) Hasn't happened yet but could / once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
	Rare (1) Conceivable but only on extreme circumstances / once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)