



Activity Benefit Risk Assessment

Name of Educator: Chrissy Brockhurst			
Activity: Camp Fire		Location: Boshack Outback, Bolgart	
Date of initial assessment: 30 March 2017		Date of latest revision: March 2024	
Benefits of the activity: <ul style="list-style-type: none"> Experiencing a recreational activity as a form of nature connection That participants might learn about safe conduct around a fire. Encourages group bonding. Development of skills in monitoring and cooking items in and open fire. 			
Hazards Identified:	Precautions/Control measures:	Who/when:	Risk Assessment after precautions
<u>Collecting of firewood</u> <ul style="list-style-type: none"> Scratches (from bramble or sticks) Ankle injury Splinters Children wandering off Back injury from lifting/moving logs 	<p>Participants briefed on suitably sized materials to be collected.</p> <p>Participants will be shown correct lifting and carrying techniques and advised not to collect anything larger than a set reasonable size.</p> <p>Instructors to attend manual handling training annually.</p> <p>Participants to be instructed of boundaries for collection.</p> <p>First aid kit available for any scratches or splinters.</p> <p>Instructors and participants should wear secure and good soled shoes. i.e. sneakers .</p>	Boshack Outback	Low
<u>Lighting of Fire</u> <ul style="list-style-type: none"> Burns from touching fire Stepping on Hot material Misuse of matches/lighter causing unwanted fire 	<p>Participants arrange wood, kindling, leaves in "Fire Pit" (designated area chosen by Boshack).</p> <p>Instructor to ensure Participants are a safe distance from "Fire Pit" prior to lighting the fire.</p> <p>Instructor to light fire with matches.</p> <p>Matches / lighter or any fire lighting device to be immediately removed from "Fire Pit" area to safe place inside Dining Room.</p> <p>Participants to remain safe distance 1m from fire at all times.</p> <p>At least one Instructor to be supervising Participants at all times around Fire.</p>	Boshack Outback	Low



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	Instructors and participants should wear secure and good soled shoes. i.e. sneakers		
Slip, trip, fall around campfire	<p>Participants to be reminded to watch their step</p> <p>Participants are to be guided by Instructors</p> <p>Continuous supervision of participants by Instructor.</p> <p>Ensure Fire area is well defined, and a participant exclusion zone is established and maintained at all times.</p> <p>Parental consent forms to be completed prior</p> <p>Participants are briefed on maintaining appropriate distance from the fire and correct movement in and around fire area.</p> <p>Participants briefed on appropriate behaviour expectations around fire, participants removed from area for misconduct.</p> <p>All participants to wear appropriate Closed shoes at all times.</p> <p>Horseplay will not be tolerated near the fire pit area.</p>	Boshack Outback	Low
Asthma from Smoke inhalation	<p>Ensure Participants are seated / situated out of the path of the smoke.</p> <p>Ensure any Participant with known Asthma has their medication with them. Get teachers to organise this.</p> <p>Advice participants to take breaks away form the fire area (including areas with smoke present)</p>	Boshack Outback	Low
Minor injuries and burns when Cooking	<p>Participants to take turns cooking over fire, never over crowd fire area.</p> <p>Participants instructed that if marshmallow catches fire, they must blow it out, and wait for it to cool prior to eating</p> <p>Participants instructed not to retrieve any item that falls into fire</p> <p>Thorough instructions on correct cooking methods and supervision from Instructors</p>	Boshack Outback	Low



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	Verbal cautions about food being too hot to eat straight from the fire		
Smoke/Ash in eyes	<p>Verbal warning of the possibility of this occurring</p> <p>Participants to be positioned upwind of the fire</p> <p>First Aid kit in Dining Room or nearby with facilitator stocked with saline to flush any affected eyes. Water available for emergency use.</p> <p>Minimum number of staff members, both Boshack and organisational to be trained in first aid.</p> <p>Instructor to be to be First Aid trained HLTAID001, HLTAID002 and HLTAID003</p> <p>Instructor to have stocked first aid kit.</p>	Boshack Outback	Low
Food Poisoning	<p>Food is to be prepared in a food handling area. Marshmallows and sometimes sausages & bushtucker meats</p> <p>Outdoor cooking area is to be clean and disinfected prior to use</p> <p>Participants advised to wash hands prior to handling food</p> <p>Food should be kept away from the smoke and falling ash</p>	Boshack Outback	Low
Fire outside of Fire pit	<p>Cease activity if wind increases and ensure fire is extinguished completely</p> <p>Should embers spark a fire, the nearby fire hose to be used to extinguish fire by Instructors.</p> <p>Participants to be moved to a safe area by the lakeside out the front of the diner, away from Fire area. Should the fire grow, Call emergency services and begin "Evacuation Procedure"</p>	Boshack Outback	Moderate
Equipment			
Provided by Educator: nil		Provided by Venue: Natural timbers / wood / kindling / leaves / grass matter for fire Fire Pit First Aid kit Fire hose Matches	
Introductory message:			



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- Running, pushing and playing near a lit fire is prohibited and will be monitored by the supervising adult.
- Employ safe lifting practices when collecting sticks, work together as a team.
- DO NOT throw anything
- Participants should be briefed on safe conduct around the fire pit and warned of the potential for burn injuries.
- Instructions should be given on the safest and most effective way to cook food over the fire.
- Food should be managed according to food handling guidelines.
- The potential for harm when working with fire is high. Participants must be under constant supervision and must be made aware of the risks involved.
- When cooking over the fire ensure that participants take turns and do not over crowd the perimeter of the pit
- **If there is an emergency situation everyone must stop and follow the directions of boshack staff / group leader / emergency services**

Supporting Documents:
 *Department of Education, Outdoor Education and Recreation Activities Policy

Review Process:

Review assessment 1. Annually, 2. After an incident, 3. After a major change
 Monitor effectiveness of control measures and adjust if necessary

Educators/stakeholders sign understanding of assessment

Assessment prepared by: Chrissy Brockhurst Date: March 2024

Sighted and signed by Director: Date:

Risk Matrix

	Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain	Moderate	High	High	Extreme	Extreme
Likely	Moderate	Moderate	High	Extreme	Extreme
Possible	Low	Moderate	High	High	Extreme
Unlikely	Low	Low	Moderate	High	High
Rare	Low	Low	Low	Moderate	High

Likelihood
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Camp Fire Safety (dfes.wa.gov.au)

An open campfire is often an enjoyable part of camping but if it is not constructed, used and extinguished correctly it can also easily cause a bushfire.

When you are hiking or camping it's important to carry a portable AM/FM radio with you and listen for information and remain alert for any signs of smoke or fire.

If a fire starts and it's too late to leave, avoid seeking refuge near trees, scrub, long grass and leaves instead try to find shelter in a solid structure if possible, to help block radiant heat.

Before you light a fire:

- To reduce a fire risks always check the weather conditions in your camping area
- Do not light or maintain a campfire on dry, windy days
- Do not light or maintain a campfire when the Fire Danger Rating (FDR) is very high, severe, extreme or catastrophic
- Do not light a campfire during a Total Fire Ban (TFB). When a TFB is declared it is illegal to do anything that is likely to start a fire which includes cooking outside using an open fire. You could be fined up to \$25,000 or jailed for 12 months or both if you ignore the TFB

Tips for building your campfire safely:

- Camp in a safe location that is clear of flammable vegetation such as long grass and spinifex
- Use a built fireplace where provided or dig a 30 centimetre deep trench to house the fire and prevent embers from flying out
- Create a border around the fire using large rocks
- Light the campfire in a cleared area. Remove branches, leaves and twigs from the ground and above the flames to create a clearing of three metres around the fire
- Ensure the fire is three metres away from tents and other camping equipment is stored well away, especially flammable items such as gas cylinders and fuel cans
- Never use flammable liquid or fuel such as petrol or diesel on a fire even when you are trying to get it started
- You should take the same safety precautions when using appliances with naked flames such as gas stoves and gas lanterns, as they can be blown over by wind and cause a fire





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This diagram shows that your fire should be three metres from anything that could catch fire

Looking after your campfire:

- Keep your fire just big enough for cooking and keeping warm
- Never leave your fire unattended, not even for a minute. Put your fire out properly with water not soil, even if going for a short walk or swim
- Extinguish your fire at night. Many children are burnt by campfires in the morning from hot ashes and embers
- Children and pets should be supervised at all times when near a fire
- Use only fallen dead wood. Branches or leaves from living trees damages the environment and can cause high levels of smoke
- Keep a bucket of water nearby

Putting your campfire out:

- Make sure your fire is completely extinguished using water
- Do not use soil. Fires can still smoulder under soil and can stay hot for more than eight hours. This is a danger to anyone walking in the area once you have gone

Basic campfire safety:

- Do not burn dangerous or flammable items, such as aerosol cans as they can explode
- Cans and other aluminium products do not burn
- Never put glass in your campfire as it will melt and shatter or explode hitting people nearby
- Never put unopened tins of food on a fire to cook as they may explode and cause injuries
- Call Triple Zero (000) to report a fire