



Disc Golf

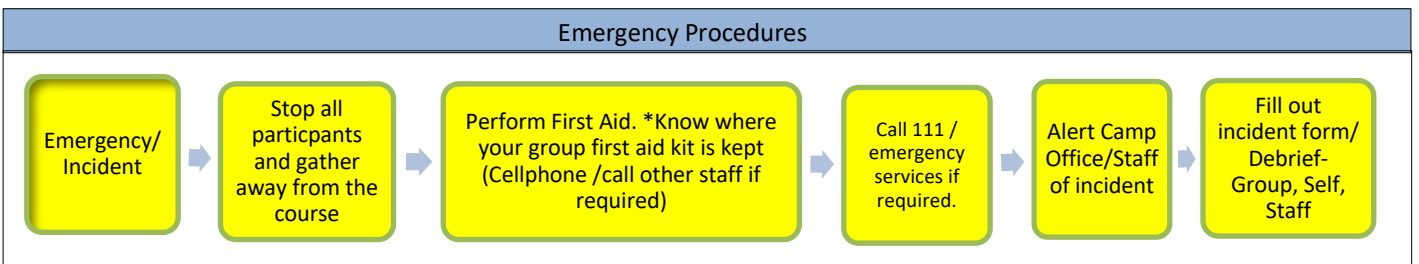


Standard Operating Procedures

This form describes the details, Operational Procedures, Risks and Emergency Procedures for the activity listed.

This SOP is to be used each time the activity is conducted. Any changes or suggestions to be raised in activity debriefs and meetings.

Activity:	Disc Golf		
Location of Activity:	MiCamp Taupo		
Site:	Taupo	Area:	Activities
Reviewed By:	Christy Breetvelt	Version:	1
Position:	Instructor	Approved:	19/04/2024. Stephen Fox. Manager.
Date Reviewed:	19/04/2024	Location of Hard copy:	Camp Office
Number of Participants:	Max Ratio:	1 Instructor or Supervisor / 10 Participants Note: Ratio adjusted with changes in risk levels	
Instructor Competence:	Site-specific induction and assessment of internal competencies.		
Supervisor Competence:	Supervisor competent in group management and trained on SOP/ Emergency Procedures		
Equipment & Clothing Requirements:	MiCamp Supplied: Discs, Maps/score sheets and Baskets. Participant Supplied: Covered Shoes and appropriate Clothing for weather conditions.		
Communication Procedures:	Use the Supervisors cell phone to contact emergency services and /or staff. Alternative communication; Send runner to office or staff member		
Related Documents - Qualifications/ Legislation / Guideline / Permits / Consents:	Firearms Safety Code, Firearms Licence, Archery Good Practice Guide 2018, Health and Safety at Work (Adventure Activities) Regulations 2016.		



Disc Golf



Operating Procedures

Pre-activity Check

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| 1 | Attend training and safety briefing with staff. | |
| 2 | Familiarise with the SOP/ equipment location. | |
| 3 | Visually check the equipment | |

Setup

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| 1 | Collect equipment from Office. | |
| 2 | Check that all the baskets are in the correct locations. | |

MiCamp Instructor Brief to Supervisor

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| 1 | Go over the SOP. | |
| 2 | Conduct training as per "Activity supervisor training and acknowledgement form". | |
| 3 | Ensure the supervisor is aware of emergency procedures. | |

Supervisor Brief to Participants

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| 1 | Show and explain the difference of the two types of discs (Putt "Ruru" / Mid-Range "Piwakawaka") | |
| 2 | Beware of people around you. Make sure that no one is in the way of your throw. | |
| 3 | Only one person throwing at a time. | |
| 4 | Keep track of where your disc goes. | |
| 5 | It is not about power but about accuracy. You do not need to throw them hard. | |

Operating Instructions

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| 1 | One person throwing at a time. | |
| 2 | Everyone is to stay behind the thrower. | |
| 3 | The person whose disc is the furthest away from the basket goes first. | |
| 4 | Repeat 3 & 4 until everyone has finished the hole. | |
| 5 | Max 8 throws per hole. | |

Closing the Activity

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| 1 | Gather all the gear and check that it is all returned. Inform staff of any broken, lost or damaged gear. | |
| 2 | Alert the host of any changes/maintenance needed. | |

Pause points

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| 1 | Pause activity at any time if conditions or people become unsafe. | |
| 2 | Pause activity if anyone gets Injured. | |

Disc Golf



Hazards and Risk Identification			
This section describes some reasonably foreseeable risk, its potential level and suggested management strategies. *All Risks must be continually monitored throughout the activity* New hazards/risks must be reported or resolved appropriately as soon as possible.			
Environment Specific Risks	Risk Management Strategy	Risk Level	
		Managed	Unmanaged
Driveway	Participants are kept off the road at all times.	Low	Medium
Weather/sun (Supervisors & participants)	Apply sunscreen before the activity. Bring a water bottle. Program breaks. Supervisor rotations. Participants are to wait in shaded areas.	Low	Medium
Distraction from other groups	Supervisors to use good group management. Remind the supervisors of other groups if necessary. Use positive communication.	Low	Medium
Change in weather	Ensure everyone has appropriate clothing. The supervisor is to halt the activity at any time if the weather compromises safety. Weather Risk is to be assessed continuously.	Low	Medium
Activity Specific Risks	Risk Management Strategy	Risk Level	
		Managed	Unmanaged
Participant hit by a Disc	Be aware of others in the area. Don't throw if there is a high chance of being hit. Stand behind the thrower if possible.	Low	Medium
Equipment Specific Risks	Risk Management Strategy	Risk Level	
		Managed	Unmanaged
Faulty equipment	Staff and/or Supervisor are to check over all equipment.	Low	Medium
Pause Points	Risk Management Strategy	Risk Level	
		Managed	Unmanaged
Injury	Stop all participants and attend to those injured.	Low	Medium
Pause activity at any time conditions become unsafe.			

This Standard Operating Procedure (SOP) is approved for use at sites operated by MiCamp Trust. As of the time of approval, this SOP meets all known regulations (Adventure Activity Regulations, Safety Audit Standards etc) and current industry good practice.