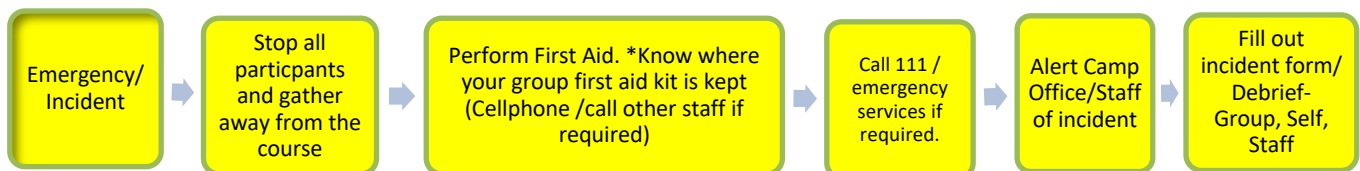# Slackline

MiCamp

Standard Operating Procedure

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:	**Slackline.**		
Location of Activity:	Under the trees next to the playing field.		
Site:	**Taupo**	**Area:**	Activities
Reviewed By:	Christy Breetvelt	**Version:**	3
Position:	Instructor	**Approved:**	01/05/2024. Stephen Fox. Manager.
Date Reviewed:	01/05/2024	**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: Slackline, Stop sign, cone. Participants Supplied: Covered Shoes and appropriate Clothing for weather conditions.		
Activity Requirements:	Anchors (trees), Tree protector, Stop Sign. Orange cone to be placed by the middle of the slackline when slackline is not in use.		
Communication Procedures:	Use the Supervisor's cell phone to contact emergency services and /or other staff. Alternative communication; Send runner to office.		
Related Documents - Qualifications/ Legislation /	Health and Safety at Work (Adventure Activities) Regulations 2016.		

Emergency Procedures

Emergency/ Incident	→	Stop all particpants and gather away from the course	→	Perform First Aid. *Know where your group first aid kit is kept (Cellphone /call other staff if required)	→	Call 111 / emergency services if required.	→	Alert Camp Office/Staff of incident	→	Fill out incident form/ Debrief- Group, Self, Staff

Equipment Check	
1	Check slackline for any nicks or damage to webbing.
2	Ratchets are operating correctly.
3	Check that the anchors are appropriate and are free from damage.

Operating Procedures	
Pre-activity Check	
1	Attend training and safety briefing with staff.	
2	Familiarise with SOP/ equipment location.	
3	Visually check the equipment, structures, and ground.	
Setup (Staff)	
1	Collect equipment from the activity shed.	
2	Set up slack line ensuring it is at an appropriate height and is level.	
3	Check slack line tension – appropriate for age and skill level. (tighter for beginners)	
4	Put the stop and cone sign in place.	
MiCamp Instructor Brief to Supervisors	
1	Go over the SOP.	
2	Ensure the supervisor is aware of the emergency procedures.	
3	Conduct training as per "Activity supervisor training and acknowledgement form".	
4	Ensure the cone is in front of the slackline while it's not in use, and the sign is up at all times.	
Supervisor Brief to Participants	
1	Gather the group together and show them the general area.	
2	Teach the participants how to support each other by walking beside the slackliner in case they need a shoulder.	
3	Ensure non active participants are 3 metres from the slackline. Participants are not to jump off the slackline.	
4	Explain slacklining and balance.	
5	Instruct participants through progressive challenges and tricks.	
6	Disclose potential risks such as strop bouncing up and flicking participant.	
End of the Activity	
1	Gather all group gear.	
2	Let your host know of any broken or damaged gear.	
Pause points	
1	Pause the activity at any time conditions or people become unsafe.	
2	Pause the activity if anyone gets Injured.	

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.

Hazards and Risk Identification

on 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.

ent Specific	Risk Management Strategy	Risk Level		Hierarchy of Control
		Managed	Unmanaged	
urfaces, ts running, hazards	No running. Ensure appropriate footwear. Disclose risks and hazards as appropriate. Monitor continually.	Low	High	ADMIN
s in the sun ors & ts)	Apply sunscreen before activity. Bring water bottles. Program breaks. Supervisor rotations. Participants are to wait in shaded areas.	Low	Medium	PPE
n from other	Supervisors to use good group management. Disclose risk to supervisors. Remind supervisors of other groups if necessary. Use positive communication.	Low	Medium	ADMIN
weather	Ensure everyone has appropriate clothing. Supervisor to halt activity at any time if weather compromises safety (e.g. Electrical storm, high wind fallen branches). Weather Risk is to be assessed continuously.	Low	Medium	PPE
pecific Risks	Risk Management Strategy	Risk Level		Hierarchy of Control
		Managed	Unmanaged	
t behaviour ises group	Give safety brief. Staff or Supervisor can remove Participants from the activity area or deny participation if the safety of others is compromised.	Low	High	ADMIN
mping	The supervisor is to be actively watching. Stop any participants acting unsafely.	Low	Medium	ADMIN
licks up on t	Disclose this risk to participants. Ensure participants step off in a controlled manner. Non-active participants are to be 3 metres from the slackline.	Low	Medium	ADMIN
k/debris	Clear ground of unsafe debris. Ensure participants are wearing closed shoes. Ensure safe and controlled dismount. DO NOT JUMP OFF.	Low	Medium	PPE
t Specific	Risk Management Strategy	Risk Level		Hierarchy of Control
		Managed	Unmanaged	
to ratchet	Ensure the ratchet handle faces the ground when setting up. Wrap in excess strap if possible	Low	Medium	PPE
nts	Risk Management Strategy	Risk Level		Hierarchy of Control
		Managed	Unmanaged	
conditions nsafe	Pause activity or remove unsafe participants	Low	Medium	ADMIN