

The purpose of the Risk Assessment and Management System (RAMS) is;

- To identify possible hazards
- To identify measures that will prevent, minimise or isolate those hazards
- In the event of harm, identify the action to control and minimise the extent of injury.

At all times Snowplanet has senior staff with a valid First Aid Certificate, who are trained to provide appropriate response in the case of accident or emergency. On-snow instructors carry a UHF radio to communicate with other members of the Snowplanet team.

GROUP ARRIVING AT SNOWPLANET		
HAZARD	ELIMINATION, ISOLATION, & MINIMISATION	ACTION TO TAKE
<ul style="list-style-type: none"> • Coaches and buses arriving and departing. • Vehicular traffic in the car park. • Work Vehicles around the site • Delivery truck and vehicle access 	<p>Group to be supervised by school teachers / accompanying adults / team leaders at all times</p> <p>Snowplanet staff to be waiting in Foyer area at stipulated time</p>	<p>Group to be dropped off at the front entrance to Snowplanet</p> <p>Buses/coaches to park in designated car park spaces (right hand side of car park)</p> <p>Group to keep to pathways and areas</p> <p>Group leader to take responsibility for arising problems</p> <p>Inform Snowplanet Duty Manager to report any issues, or should first aid be required</p>
STUDENT SPECIFIC		
HAZARD	ELIMINATION, ISOLATION, & MINIMISATION	ACTION TO TAKE
Ailment/Allergies	<p>School teacher/group leader are to disclose any medical ailment of individual students prior to the visit</p> <p>School teacher / group leader are to be solely responsible for students and their medical needs during Snowplanet visit, and to ensure that the medical aid is on hand</p>	<p>School teacher / group leader are to administer medication according to the student's individual medical needs</p> <p>In case of emergency, notify Snowplanet staff ASAP, who will contact emergency services</p>

STUDENT SPECIFIC		
HAZARD	ELIMINATION, ISOLATION, & MINIMISATION	ACTION TO TAKE
A student becoming separated from the group.	<p>School teacher / group leader are to inform group participants of the likelihood of the presence of other school groups at the time of their visit</p> <p>The school teacher/group leader should identify a location to meet should someone become lost (recommended front desk)</p> <p>Snowplanet require visiting school teachers/group leaders to be highly identifiable and provide coloured vests to be worn whilst on site</p> <p>School teacher / group leader are to be solely responsible for the overall safety of the participants. Any participant leaving the main group (i.e. going to the toilet) is to inform the group leader of their whereabouts</p>	<p>Inform Snowplanet staff ASAP, providing a description of the child, and the location of the last sighting</p> <p>Snowplanet staff along with school teacher/group leader to initiate search procedure</p> <p>Snowplanet staff to take relevant actions such as contacting the emergency services and/or reviewing CCTV footage</p>
Exposure to cold and snow	<p>Pre-visit information sent out to school teacher/group leader regarding appropriate clothing to wear for the visit. Ensure participants have all gear required on checklist and dress to the conditions</p> <p>Snowplanet has waterproof outer layers and gloves for hire</p>	School will be charged for rental clothing and gloves
Slips/Trips/Falls	<p>Snowplanet staff are to disclose any risks associated with the activities planned for the visit</p> <p>Participants are to be aware of wet floors and icy areas underfoot</p> <p>Ensure used equipment is returned on the bench to prevent tripping hazards</p>	<p>Take note of, and take the appropriate action to any signage or staff instruction</p> <p>Report any hazards to the front desk as soon as possible</p> <p>Should an accident occur, First Aid will be administered on site. A record of Accident form must be completed and handed over to the Duty Manager</p>

ENVIRONMENT SPECIFIC

HAZARD	ELIMINATION, ISOLATION, & MINIMISATION	ACTION TO TAKE
Power outage	Group to be briefed by school teacher/ group leader on key safety points (attached) prior to undertaking the activity	<p>Groups to follow safety brief delivered by school teacher/group leader prior to start of activity.</p> <p>Snowplanets lighting and electrical systems will switch over to a generator automatically.</p> <p>Snowplanet staff to take relevant actions.</p> <p>Group to follow any Snowplanet staff instructions and/or directions.</p>
Fire, natural disaster, evacuation etc	<p>Group to be briefed on key safety points by school teacher/group leader (attached) prior to undertaking the activity</p> <p>Snowplanet staff are fully trained in Emergency Evacuation Procedures and Fire extinguisher training</p> <p>School teacher / group leader are to bring a list with the name of all participants to the visit (children + adults), so they can ensure that all group members are accounted for in the case of an emergency</p>	<p>Groups to follow safety brief delivered by school teacher/group leader prior to start of activity</p> <p>Snowplanet staff will take responsibility for safe and calm evacuation of all visitors</p> <p>School teacher / group leader to take responsibility over supervision of the group, and following instructions given by any Snowplanet staff member</p> <p>Should the group be participating in a lesson, the instructor will evacuate their students to the assembly point where they will meet the school teacher/ group leader</p> <p>School teacher / group leader are to check that all group participants are accounted for</p>

SNOWDOME SPECIFIC

HAZARD	ELIMINATION, ISOLATION, & MINIMISATION	ACTION TO TAKE
<ul style="list-style-type: none"> • Slips/trips and falls • Collisions with other participants • Collisions with man made objects • Terrain Park rails/boxes/jumps 	<p>Group to be briefed by school teacher/ group leader on key safety points (attached) prior to undertaking the activity</p> <p>School teacher/group leader to ensure participants have the required ability to use the platter lifts should the group not have an instructor or after the lesson has been completed</p> <p>Instructions will be given to prevent: throwing of snow (it might have chunks of ice or foreign bodies in it) and inappropriate use of the ski mat</p> <p>The terrain park should not be used unless the participant has prior knowledge and experience of the advanced skill set required. This is the decision school teachers/group leaders</p> <p>Helmets are compulsory for skiing and snowboarding activities</p> <p>Instruction available to purchase</p>	<p>Groups to follow safety brief delivered by school teacher/group leader prior to start of activity</p> <p>All first aids must be reported</p> <p>For minor first aid, assistance should be requested from the front desk. Injuries on snow will be attended to in the location of the accident</p> <p>Snowplanet staff and first aiders to follow Snowplanets accident procedures</p>
<p>Lift machinery</p>	<p>Group to be briefed by school teacher/ group leader on key safety points (attached) prior to undertaking the activity</p> <p>School teacher/group leader to ensure participants have the required ability to use the platter lifts should the group not have an instructor or after the lesson has been completed</p> <p>Participants to follow lift rules at all times</p>	<p>Groups to follow safety brief delivered by school teacher/group leader prior to start of activity</p> <p>Snowplanets staff operate the lift machinery in accordance with Snowplanet procedures</p> <p>Industry safety checks to be conducted in line with relevant safety standards and regulations</p> <p>Group to follow any Snowplanet staff instructions and/or directions</p>

KEY SAFETY POINTS FOR SCHOOLS WORKSHEET

Please go over this sheet with your group, we would like them to know these points before they head out to the snow:

- Helmets are compulsory at Snowplanet when skiing or snowboarding to keep your students safe. If your students do not wear a helmet, they will not be able to participate in the above activities.

 - In the case of an emergency or our Fire Alarm sounds:
 - Stop what you are doing. Take off your equipment and exit through the nearest fire exit, there are 8 inside the Dome, 2 at the TOP, 2 at the BOTTOM and 4 in the MIDDLE. Upon exiting the door please walk on the grass to avoid slipping and assemble in the Carpark by the Yellow Assembly Point sign.

 - If your students are participating in lessons and the alarm sounds, they will be escorted to the assembly point by their instructors.

 - In the case of a power cut, stop where you are and wait for the power to return. Do not continue in the dark. Instructions where provided by staff should be followed in all instances.

 - If you hurt yourself on the snow, stay where you are and raise your hand. A first aider will come to you on the snow. If you see an accident, please raise the alarm with a Snowplanet staff member.

 - Skiing and snowboarding is a dangerous sport. You must keep within your ability level. You must speak with your instructor or teacher before you try to use the platter lifts on the side of the building.

 - If you cannot stop, slow down and complete controlled turns, you will not be able to use the platter lifts.

 - If you pose a risk to the health and safety or yourself or others whilst skiing or snowboarding, restrictions may be placed on your access to the snow to keep Snowplanet safe.

 - To ensure the group leaders can be identified easily on snow by students and staff, you will be asked to wear a brightly coloured vest. Please be advised your schools colour today is _____.
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I, the group/school organiser, confirm that all of my group have been briefed on and understand the points above.

Organiser's Signature: _____ Organiser's Name: _____

Date: _____ Organiser's Position: _____