



SAFETY ACTION PLAN

Our team is here to ensure you have the best possible experience and will provide safety inductions depending on your applicable activity. In the unlikely event of an emergency, please follow the instructions of our trained team members.

You are required by law to be aware and responsible for areas, as below, to the Safety Action Plan when visiting Tekapo Springs.

Schools, teachers and group leaders are to help supervise and manage their groups during any of the Tekapo Springs activities. Schools will be provided with our house rules for each activity.

GENERAL

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Car Accident	People running off bus, not looking where they are going. Inattentive motorist	<ul style="list-style-type: none"> Signs in place on boundaries and off limit areas and car park areas 	High	Low
Kidnap	Children leaving the restricted areas, getting separated from the group	<ul style="list-style-type: none"> Signs in place on boundaries and off limit areas All staff trained as part of our EAP in handling all emergency procedures including Kidnapping 	High	Low

POOLS

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Heat exhaust / Stroke	Staying too long in hot pool Medical condition and dehydration	<ul style="list-style-type: none"> Variety of different pool temperatures offered (including cooler pool and aqua play area) water fountain poolside, sunshades erected over pools in summer, provide sunblock, medical equipment. Signs indicating hottest pool is adults only. Lifeguards/pool attendants onsite at all times and trained to identify symptoms. 	Low	High
Bee sting	Allergic reaction	<ul style="list-style-type: none"> Signage, medical equipment, salt to attract bees away from pools. 	Low	Medium/High
Slip / Trip on around pool	Running around pools Slippery surfaces Silly behaviour	<ul style="list-style-type: none"> No running rule poolside, clean pools, and staff experienced at first aid. Supervision and pool rules signage for all customers to adhere to. 	Medium	Medium
Drowning	Unable to swim Falling into pool Inappropriate behaviour where person could hit head and fall into pool	<ul style="list-style-type: none"> 100% supervision at all times by experienced and qualified lifeguards/pool attendants. Pool guidelines and rules enforced. Medical equipment including oxygen & defibrillator at reception. Supervision and pool rules signage for all customers to adhere to. 	Low	High



STAR GAZING

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Heat exhaustion	Staying too long in 38.5° hot pool.	<ul style="list-style-type: none"> Recommend drinking water and staying with your guide for the tour. Not suitable for 6 years and under. Lifeguards/pool attendants onsite at all times and trained to identify symptoms. 	Low	High
Slip / Trip on around pool	Running around pools Slippery surfaces Silly behaviour	<ul style="list-style-type: none"> No running rule poolside, clean pools, and staff experienced at first aid. Supervision and pool rules signage for all customers to adhere to. Staff trained to look out for ice and use salt to reduce slipperiness. 	Medium	Medium
Drowning	Unable to swim Falling into pool Inappropriate behaviour where person could hit head and fall into pool	<ul style="list-style-type: none"> 100% supervision at all times by experienced and qualified lifeguards/pool attendants. Pool guidelines and rules enforced. Medical equipment including oxygen & defibrillator at reception. Supervision and pool rules signage for all customers to adhere to. 	Low	High
Visibility	Reduced lighting at night	<ul style="list-style-type: none"> Stay with your tour guide and follow all red light lit pathways. Follow the instructions of the health & safety briefing at the start of the tour. 	Medium	Medium
Hypothermia	Nighttime and weather	<ul style="list-style-type: none"> Wear appropriate clothing subject to the conditions including warm jacket, jersey, beanie, gloves, thermals. 	Low	High
Ice/Slip	Freezing temperatures in winter	<ul style="list-style-type: none"> Wear appropriate gripping footwear and do not run at any time. 	Medium	Medium



MINI GOLF

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Heat stroke	Exposure to sun	<ul style="list-style-type: none"> Apply complimentary sun cream provided on the rink, wear sun hat, utilise shaded areas provided by umbrellas. Hydrate with water. 	Low	High
Burns to feet	Hot concrete due to sun	<ul style="list-style-type: none"> Recommend footwear must be worn at all times. 	Low	High
High winds	Possible movement of props	<ul style="list-style-type: none"> Course will close if wind compromises safety. Follow instructions of our team. 	Low	Medium



RINK

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Slip / Trip on premises (not including rink surface)	Ice in car park / entry path / rink surrounds Inappropriate footwear Running and not walking carefully Unaware of ice	<ul style="list-style-type: none"> Signs in place Gritting and salting of areas Staff qualified with first aid 	Low	Medium
Slip / Trip on Ice / Possible injury (concussion, broken bones, contusion etc)	Inexperience, collision Silly behaviour Wet ice (increased chance of slipping)	<ul style="list-style-type: none"> Skating frames offered and helmets compulsory Large groups to bring in their own helmets due to limited numbers at Tekapo Springs First aid onsite at all times Ice grooming for wet ice 	Medium	Medium
Cold / Hypothermia	Lack of clothing, getting wet	<ul style="list-style-type: none"> Suggested clothing advised Hot food available 	Low	Medium

TUBE

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Tripping on Magic Carpet	Inappropriate behaviour not paying attention Not listening to / following instructions	<ul style="list-style-type: none"> Trained staff at top and bottom of tube park providing instructions and supervising 	Low	Low
Injury on /around Tube Park	Falling out of tube Inappropriate behaviour Not following instructions Going faster or slower than advised for park conditions Extremities outside tube rubber	<ul style="list-style-type: none"> Trained staff at top and bottom of tube park providing instructions and supervising Trained staff monitoring condition of park and adjusting speed of magic carpet Trained staff providing clear instruction on tube park 	Low	Medium/High

SNOW PLAY

Risk Items	Causes of risk	Mitigate or reduce risk & responsibility	Risk Impact	Likelihood
Slip / Trip on premises (not including snow play area)	Ice in car park / entry path / rink surrounds Inappropriate footwear Running and not walking carefully Unaware of ice	<ul style="list-style-type: none"> Signs in place Gritting and salting of areas Staff qualified with first aid 	Low	Medium
Slip / Trip on snow / Possible injury (concussion, broken bones etc)	Inexperience, collision Silly behaviour Inappropriate behaviour not paying attention	<ul style="list-style-type: none"> First aid onsite at all times Trained staff monitoring the snow play area 	Medium	Medium
Cold / Hypothermia	Lack of clothing, getting wet	<ul style="list-style-type: none"> Suggested clothing advised Hot food available 	Low	Medium