



# Disc Golf



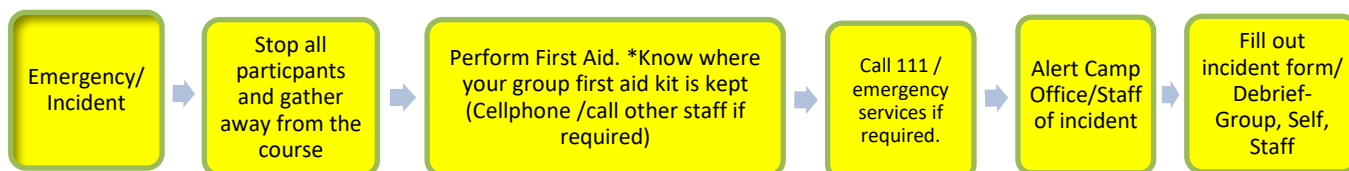
## Standard Operating Procedures

*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 debrief and meetings.*

<b>Activity:</b>	Disc Golf		
<b>Location of Activity:</b>	MiCamp Taupo		
<b>Site:</b>	Taupo	<b>Area:</b>	Activities
<b>Reviewed By:</b>	Christy Breetvelt	<b>Version :</b>	1
<b>Position:</b>	Instructor	<b>Approved:</b>	Ted Muir & Alex Bennett (25/08/22)
<b>Date Reviewed:</b>	03/05/2022	<b>Location of Hard copy:</b>	Activity Shed
<b>Number of Participants:</b>	<b>Max Ratio:</b>	1 Instructor or Supervisor / 10 Participants Note: Ratio adjusted with changes in risk levels	
<b>Instructor Competence:</b>	Site specific induction and assessment on internal competencies.		
<b>Supervisor Competence:</b>	Supervisor competent in group management and trained on SOP/ Emergency Procedures		
<b>Equipment &amp; Clothing Requirements:</b>	MiCamp Supplied: Discs and Baskets. Participants Supplied: Covered Shoes, Appropriate Clothing for weather conditions.		
<b>Communication Procedures:</b>	Use Supervisors cell phone to contact emergency services and /or staff. Alternative communication; Send runner to office or staff member		
<b>Related Documents - Qualifications/ Legislation / Guideline / Permits / Consents:</b>	Firearms Safety Code, Firearms Licence, Archery Good Practice Guide 2018, Health and Safety at Work (Adventure Activities) Regulations 2016.		

### Emergency Procedures





# Disc Golf



## Operating Procedures

### Pre-activity Check

- |   |   |  |
|---|---|--|
| 1 | Attend training and safety briefing with staff. |  |
| 2 | Familiarise with SOP/ equipment location.       |  |
| 3 | Visual check of equipment, targets etc.         |  |

### Setup

- |   |                                  |  |
|---|----------------------------------|--|
| 1 | Collect equipment from Office.   |  |
| 2 | Check targets are fully secured. |  |

### MiCamp Instructor Brief to Supervisor

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

### Supervisor Brief to Participants

- |   |  |  |
|---|--|--|
| 1 | Teach them about the two types of discs (Putt "Ruru" & Mid-Range "Piwakawaka") |  |
| 2 | Beware of other/be careful that you are not going to hit anyone.               |  |
| 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

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

### Closing the Activity

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

### Pause points

- |   |   |  |
|---|---|--|
| 1 | Pause activity at any time if conditions or people become unsafe. |  |
| 2 | Pause activity if anyone get Injury.                              |  |



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## Hazards and risk Identification

This section describes some reasonably foreseeable risk, its potential level and suggested management strategies.

**\*All Risk must be continually monitored throughout the activity\***

New hazards/ risk 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 prior to the activity. Bring a water bottle. Program breaks. Supervisor rotations. Participants 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 to halt the activity at any time if the weather compromises safety. Weather Risk 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 been 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 participant and attend to those injured.		
<b>Pause activity at any time conditions become unsafe.</b>			

**As at the time of approval this SOP meets all known regulations  
(Adventure Activity regulations, Safety Audit Standards etc)  
and current industry good practice**