

Recreational Safety

Business Name:		ABN:	
Business Address:			
Contact Person:	Phone:	Email:	

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS PROJECT

Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.

Full Name:		
Signature:	Title:	Date:

CLIENT OR PRINCIPAL CONTRACTOR DETAILS

Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	



RISK MATRIX									
LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION	HIERARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE				
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED		
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.		
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.		
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.		

Risk Rating & Required Action:	
4A	Stop work. The risk is intolerable. Eliminate the hazard or redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or higher-level authorisation is required.
3H	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in place and effective. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures. Monitor and keep records.

Consequence Scale:			
Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
Catastrophic	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
Major	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
Moderate	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
Minor	First-aid only, no lost time	negligible delay	Isolated non-conformance
Insignificant	No injury	no schedule impact	Deviation caught and corrected on site

Notes on Hierarchy of Controls:
Remember to apply controls in the preferred order shown by the coloured pyramid:

1. **Eliminate**
2. **Substitute**
3. **Isolate**
4. **Engineering**
5. **Administrative**
6. **PPE**

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work (2023) and ISO 45001:2018 clauses 6–8.

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. Governance, WHS Duty of Care & Legal Compliance	<ul style="list-style-type: none"> Lack of clear allocation of WHS duties for recreational activities under WHS Act 2011 Failure to identify and comply with relevant Australian Standards, codes of practice and local council / maritime / environmental regulations Inadequate WHS policy framework for high-risk recreational services (e.g. bungee, water sports) No documented safety management system (SMS) specific to recreational operations Inadequate consultation with workers, contractors and participants on safety issues Poor change-management processes when introducing new activities, equipment or sites Inadequate incident notification and regulator liaison processes for notifiable incidents 	4A	<ul style="list-style-type: none"> Establish and maintain a documented WHS Management System aligned with WHS Act 2011, WHS Regulations 2011 and relevant Australian Standards for adventure activities Define and document officer and PCBU due diligence obligations for all recreational services, including bungee jumping operations and water sport supervision Develop a legal and standard register capturing applicable regulation, codes of practice, Australian Maritime Safety Authority (AMSA) requirements, local council and environmental approvals Implement a governance structure (e.g. WHS committee, safety leadership group) with scheduled meetings, clear terms of reference and escalation pathways for safety issues Introduce a formal management of change procedure for new activities, sites, equipment or contractors, including pre-implementation risk review and sign-off Establish consultation mechanisms such as toolbox talks, pre-season safety briefings and worker feedback channels, with records maintained Implement a documented notifiable incident and regulator liaison procedure, including responsibility assignments, templates and timeframes Conduct periodic independent WHS audits and management reviews of the recreational safety system, including tracking of actions to closure 	3H
2. Risk Management Framework & Activity Planning	<ul style="list-style-type: none"> Absence of formal risk assessment processes for recreational activities Failure to distinguish between system-level risks and task-level SWMS controls Inadequate consideration of site-specific and seasonal risks (e.g. water currents, cliff stability, crowding) No structured process to review risk controls after incidents, near misses or environmental changes Overreliance on informal staff judgement rather than documented risk criteria Insufficient integration of emergency response planning into risk assessments 	4A	<ul style="list-style-type: none"> Develop a documented risk management procedure consistent with ISO 31000 and WHS Regulations, covering hazard identification, risk analysis, evaluation and control for all recreational activities Maintain high-level risk registers for bungee jumping and water sport operations focused on system and management risks (distinct from SWMS task controls) Require structured pre-season and pre-opening risk reviews for each site, including environmental scanning (weather patterns, water quality, local hazards, access constraints) Embed formal review triggers into the WHS system (e.g. after notifiable incidents, significant weather events, infrastructure changes, regulatory updates) Use a standardised risk rating matrix with defined tolerability criteria and authority levels for accepting residual risk Integrate emergency response requirements (e.g. rescue capability, evacuation routes, medical response times) into the risk assessment process Ensure risk assessments and resulting controls are approved by competent persons with adventure activity and WHS expertise Implement a document control system to ensure current versions of risk assessments and associated procedures are readily accessible to workers 	3H

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3. Participant Eligibility, Screening & Informed Consent	<ul style="list-style-type: none"> Inadequate medical and physical screening of participants for high-risk activities Failure to identify contraindications (e.g. heart conditions, pregnancy, recent surgery) for bungee jumping and high-impact water sports Language barriers preventing participants from understanding risks and conditions of participation Insufficient information provided for informed consent and acknowledgement of residual risk No system to verify age, parental consent or competency for minors participating in water sports Pressure sales practices undermining participants' ability to decline participation safely 	4A	<ul style="list-style-type: none"> Implement a standardised participant screening process including medical questionnaires, self-declarations and clear exclusion criteria for high-risk activities Develop activity-specific eligibility criteria for bungee jumping (e.g. weight range, medical conditions, mobility) and water sports (e.g. swimming ability, age limits) Provide pre-activity safety information sheets and consent forms in plain English and key alternative languages relevant to typical clientele Ensure informed consent forms describe the nature of the activity, foreseeable risks, control measures and residual risks and records securely retained Establish systems to verify age and obtain written parental/guardian consent for minors, consistent with organisational policy and relevant legislation Train front-of-house and sales staff in ethical booking practices and refusal of service where eligibility criteria are not met Develop procedures to escalate complex medical cases for review by a competent health professional before participation is approved 	2M
4. Competency, Training & Supervision Systems	<ul style="list-style-type: none"> Inadequate training and competency verification for bungee jump masters, water sport supervisors and boat operators Lack of formal supervision ratios and competency mix for peak periods of high-risk sessions Informal buddy-system training without structured assessment Failure to maintain current licences, qualifications and first aid/CPR training Insufficient induction for seasonal or casual workers on site-specific risks and emergency arrangements No documented process for competency re-assessment following incidents or near misses 	4A	<p>[REDACTED]</p>	2M
5. Equipment Selection, Certification & Inspection Systems	<ul style="list-style-type: none"> Use of substandard or uncertified equipment for bungee and water sports Inadequate inspection regimes for structural components (e.g. platforms, 	4A	<p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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	<p>anchor points, harness attachment points)</p> <ul style="list-style-type: none"> • Failure to monitor service life and retirement criteria for ropes, cords, harnesses, PFDs and helmets • Lack of traceability and documentation for critical equipment (e.g. bungee cords, karabiners, rescue gear) • Inadequate engineering review of modifications to platforms, vessels or attachment systems • Improper storage conditions leading to equipment degradation (e.g. UV, salt exposure, moisture, mechanical damage) 		[REDACTED]	
6. Site Selection, Environmental Monitoring & Weather Management	<ul style="list-style-type: none"> • Selecting sites with unstable terrain, inadequate access or hidden hazards for bungee and water sports • Failure to monitor weather and environmental conditions (e.g. wind, lightning, swell, currents, tides, visibility, water quality) • No predetermined environmental trigger points for suspension or shutdown of activities • Inadequate assessment of surrounding land and waterway users (e.g. boats, swimmers, nearby structures, traffic) • Lack of alternative locations or contingency plans during adverse conditions • Failure to manage seasonal changes (e.g. flood conditions, bushfire risk, heat stress, cold water shock) 	4A	[REDACTED]	2M
7. Structural Integrity, Platform Safety & Access Systems	<ul style="list-style-type: none"> • Structural failure of bungee platforms, towers, bridges or viewing areas 	4A	[REDACTED]	2M

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	<ul style="list-style-type: none"> Inadequate design or maintenance of handrails, barriers and anti-fall systems Poorly controlled access to high-risk areas (e.g. jump zones, edges, mooring areas) Absence of engineered anchor points for bungee systems and fall protection Inadequate load management and overloading of platforms or vessels Trip, slip and fall hazards on access stairs, ramps, pontoons and jetties 		[REDACTED]	
8. Watercraft, Navigation & Aquatic Infrastructure Management	<ul style="list-style-type: none"> Inadequate maintenance and reliability of vessels used for towing, supervision or rescue Poor navigation planning leading to collisions with other vessels, swimmers or structures Failure to manage fuel storage, refuelling and mechanical breakdown risks Insufficient safety equipment on vessels (e.g. PFDs, flares, radios, rescue equipment) Lack of mooring and docking systems appropriate for local currents, tides and traffic No formalised operating limits for vessel usage in varying conditions 	4A	[REDACTED]	2M
9. Participant Management, Crowd Control & Behavioural Risk	<ul style="list-style-type: none"> Overcrowding in staging areas, on jetties, platforms or vessels Inadequate control of spectators and non-participants in high-risk zones 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Participant misbehaviour, intoxication or failure to follow instructions Poor queuing systems leading to pushing, falls or conflict Inadequate management of personal belongings and trip hazards around activity zones Lack of procedures to manage distressed, anxious or vulnerable participants 		[REDACTED]	
10. Emergency Preparedness, Rescue Capability & First Aid	<ul style="list-style-type: none"> Insufficient rescue capacity for bungee incidents (entanglement, partial deployment, water impact) or water sport incidents (drowning, collision, entrapment) Inadequate first aid, resuscitation therapy and defibrillation capability on site Poor communication systems for coordinating emergency response (land and water) Lack of integration with external emergency services, including remote or difficult-access sites Infrequent or unrealistic emergency drills, leading to uncoordinated response No formal debrief and improvement process following emergency events 	1A	[REDACTED]	2M
11. Health, Hygiene, Fatigue & Psychosocial Risk Management	<ul style="list-style-type: none"> Worker fatigue due to irregular hours, extended peak-season shifts and environmental exposure Heat stress, dehydration or cold exposure for staff and participants 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> • Insufficient hygiene controls around shared equipment (e.g. harnesses, wetsuits, helmets, PFDs) • Psychological stress on workers involved in high-risk decisions or critical incidents (e.g. near drownings, injuries) • Inadequate systems for managing alcohol and drug use among staff • Poor amenities (shade, drinking water, rest facilities) affecting staff health and decision-making 		[REDACTED]	
12. Information, Communication, Signage & Documentation	<ul style="list-style-type: none"> • Participants not receiving or understanding critical safety information before activities • Inconsistent briefings between staff leading to confusion or mixed messages • Lack of clear, durable signage around hazards, restricted areas and emergency equipment • Poor record keeping, inspections incidents, training and maintenance, undermining system assurance • Inadequate communication between shore-based staff, vessel crews and platform operators • Failure to update documentation when operations change 	3H	[REDACTED]	1L
13. Contractor, Third-Party & Supplier Management	<ul style="list-style-type: none"> • Third-party providers (e.g. contracted boat operators, catering, transport, photographers) not meeting WHS requirements • Lack of clarity over control of the site and overlapping duties between PCBU's 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Subcontractors using incompatible or unsafe equipment around bungee and water sport operations Inadequate induction of contractors to site-specific hazards and emergency arrangements Poor oversight of outsourced maintenance or inspection services for critical equipment Reliance on undocumented verbal agreements with suppliers 		[REDACTED]	
14. Incident Reporting, Investigation & Continuous Improvement	<ul style="list-style-type: none"> Under-reporting of near misses, unsafe conditions and minor incidents Superficial investigations that focus on worker behaviour rather than system and management failures Failure to close out corrective action arising from incidents and audits Lack of trend analysis to identify recurring hazards in recreational activities Poor feedback loops to update training, procedures and risk assessments Workers fearing blame or reprisal for reporting safety issues 	3L	[REDACTED]	1L
15. Community, Environmental & Public Interface Risk	<ul style="list-style-type: none"> Public entering operational zones (water or land) without supervision Noise, visual impact or environmental degradation from recreational operations leading to complaints or regulatory action Pollution from fuel, waste or discarded equipment affecting waterways and local ecology Inadequate liaison with local residents, community groups and other waterway users 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Negative media or reputational impact following incidents affecting business sustainability and safety culture Insufficient planning for interactions with nearby activities (e.g. fishing, boating, swimmers, other adventure operators) 		<div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 100%;"></div>	

SAMPLE

EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES FOR ANY STATE THAT ARE NOT APPLICABLE

Queensland & Australian Capital Territory

Work Health and Safety Act 2011
 Work Health and Safety Regulations 2011
 Legislation QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws>
 Codes of Practice QLD: <https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice>
 Legislation ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations>
 Codes of Practice ACT: <https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice>

Victoria

Occupational Health and Safety Act 2004
 Occupational Health and Safety Regulations 2017
 Legislation VIC: <https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations>
 Codes of Practice VIC: <https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice>

New South Wales

Work Health and Safety Act 2011
 Work Health and Safety Regulations 2025
 Legislation NSW: <https://www.safework.nsw.gov.au/legal-obligations/legislation>
 Codes of Practice NSW: <https://www.safework.nsw.gov.au/resource-library/list-codes-of-practice>

Western Australia

Work Health and Safety Act 2020
 Work Health and Safety Regulations 2022
 Legislation Western Australia: <https://www.commerce.wa.gov.au/worksafe/legislation>
 Codes of Practice WA: <https://www.commerce.wa.gov.au/worksafe/codes-practice>

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011
 Work Health and Safety (National Uniform Legislation) Regulation 2011
 Legislation NT: <https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws>
 Codes of Practice NT: <https://worksafe.nt.gov.au/laws-and-compliance/codes-of-practice>

Safe Work Australia Links

Law and Regulation (All States): <https://www.safeworkaustralia.gov.au/law-and-regulation>
 Model Codes of Practice: <https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice>

South Australia

Work Health and Safety Act 2012 (SA)
 Work Health and Safety Regulations 2012 (SA)
 Legislation for SA: <https://www.safework.sa.gov.au/resources/legislation>
 Codes of Practice for SA: <https://www.safework.sa.gov.au/workplaces/codes-of-practice#COPs>

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work

Tasmania

Work Health and Safety Act 2012
 Work Health and Safety (Transitional and Consequential Provisions) Act 2012
 Work Health and Safety Regulations 2012
 Work Health and Safety (Transitional) Regulations 2012
 Legislation for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations>
 Codes of Practice for TAS: <https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice>

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.