



Department of
Education

APPENDIX E: ABSEILING AND CLIMBING

EFFECTIVE: 1 JANUARY 2021

VERSION: 2.1

ABSEILING AND CLIMBING

This document contains specific requirements related to abseiling and climbing activities and must be read in conjunction with *Appendix A: General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures.*

1. BACKGROUND

Abseiling and climbing involve descending and ascending on vertical or near vertical surfaces, both natural and artificial (fixed towers, buildings and bridges), using ropes and friction devices to manage movement.

Abseiling and climbing are often a component of associated activities. Separate requirements provided in these activity specific documents should also be consulted if the following activities are proposed:

- *Caving*; or
- *Ropes Courses and Bouldering.*

DEFINITIONS

ABSEILING

The sport of descending down a near vertical surface using a rope and friction device (also known as rappelling).

ASSISTANT SUPERVISOR

Assists the Qualified Supervisor and or Department teacher-in-charge. May or may not have relevant qualification or experience.

BELAY

Controlling a safety rope attached to people or equipment as a back-up in the case of primary system failure or climber fall. Belaying may be done from above or below, depending on the nature of the activity and/or the environment.

TOP BELAY

A belay system established above the active participant.

BOTTOM BELAY

A belay system established below the active participant.

AUTO BELAY

A device that acts independently from human involvement taking up slack as the participant ascends a surface. When the device is placed under tension (e.g. in the event of a fall) the device catches and then slowly lowers participants to the ground.

BOULDERING

A form of rock climbing performed at low heights on small rock formations or artificial surfaces without the use of harnesses or ropes.

CLIMBING

Ascending cliffs, boulders, buildings, walls, ladders, challenge elements on ropes courses, and mountains. It usually involves following certain routes on a face that require the use of handholds and footholds, while confirming that a safety system or back-up is established through people and specialised equipment.

DYNAMIC ROPE

A rope that is designed to stretch and absorb force when subjected to a shock load in climbing falls. Generally used for climbing and for top-line belaying.

EWBANK SCALE

A numerical system used to grade the level of difficulty of the hardest single point on a climbing route.

HARNESS HANG SYNDROME (SUSPENSION TRAUMA)

Can occur when a participant is suspended within a harness for a prolonged period of time causing blood to pool. This has the potential to lead to shock, unconsciousness and/or death.

LEAD CLIMBING

Ascending a face, trailing a rope that is clipped to protection placed by the climber on the climbing face or clipped to fixed protection.

MULTI-PITCHED ABSEILING AND CLIMBING

Abseiling or climbing where the terrain or the length of the total climb requires the climb to be done in separate pitches, with anchors established at each pitch on the descent/ascent/traverse.

PITCH

The length of face of a cliff or wall between the start and finish of each abseil or climb.

PRUSIK LOOP

A cord loop attached to a rope for multiple applications in abseiling and climbing.

STATIC ROPE

A rope with minimal stretch used for abseiling, hauling and rescue purposes.

TEACHER-IN-CHARGE

The member of the teaching staff who is authorised by the Department of Education to manage the school activity.

TOP-ROPE CLIMBING

A climber is belayed from a system that has the belay rope directed through anchors and specialist equipment placed at the top of the climb or abseil pitch. Any fall should be quickly arrested without a significant shock load. The belayer may stand at the bottom of the pitch with the belay line directed through anchors above the climber (sometimes called top-rope climbing with bottom belay, as found in climbing wall situations) or the belayer may be a part of the anchor system above the climber and be directly in line between the climber and the anchor (sometimes called top rope climbing with top belay).

2. ENVIRONMENT

The Department teacher-in-charge must determine the suitability of the venue after considering each student's capacity, skills and experience, the planned activity and the supervision required.

The physical characteristics of the site (exposure, access, and level of difficulty) must be taken into account with specific attention to the point of abseiling and climbing (e.g. loose rock, texture).

Students must not be involved in abseiling and climbing activities in areas that have a history of consistent rock fall.

Abseiling must not be conducted in areas that have a known fragile environment or known unstable areas. Abseiling at Churchman's Brook is prohibited due to the fragility of the environment and unsuitable nature of the cliff top.

All artificial structures not specifically designed for abseiling and roping activities must be assessed and deemed safe for use by the supervisory team.

Attention must be given to the potential risk of injury, including but not limited to:

- defining selected areas appropriately; and
- not allowing students to throw or trundle rocks.

Refer to *Appendix 1: Site access and permit information* in this document for a non-exhaustive list of possible venues including access and permit information that is required.

Guidance

The qualified supervisor should have first-hand knowledge of the venue or location. Key sources regarding the venue include:

- *the venue manager;*
- *the Department of Biodiversity, Conservation and Attractions; or*
- *other schools that have conducted similar activities at the location.*

Care should be taken to protect the environment. Tested and tagged anchors, such as glued-in ring bolts and stainless-steel loops set in concrete (that have been installed by land managers/owners) are used in preference to using trees for anchors. Where it is necessary to use trees as anchors for rigging, tree trunks should be protected with carpet or similar padding. Alternatively, padded or broad slings are used. Some permits make it compulsory for established fixed anchors to be used.

The selection of routes takes into consideration the:

- *visibility;*
- *access;*
- *descent or ascent lines (e.g. surface condition and level of difficulty throughout); and*
- *the appropriate degree of difficulty.*

3. CAPACITY OF STUDENTS

Before commencing abseiling and climbing activities, the Department teacher-in-charge must determine whether each student has the capacity to participate in belaying activities, the required climbing and roping skills to participate safely, and the maturity required to manage the safety systems.

The use of an artificial venue should be considered for novice students before proceeding to a natural environment.

In some instances, students can participate in belaying activities. The supervisory team must confirm that each student taking part in belaying has the capacity and training to belay effectively with the belay device being used.

Alternative, modified or adjusted activities should be provided for students who have limited capacity to participate.

Primary students

Abseiling and climbing activities are not recommended for students in Kindergarten to Year 4 because:

- younger students generally do not possess the necessary degree of responsibility and maturity to meet all the requirements of the activity;
- their stages of physical growth and development are usually not suitable; and
- the equipment used may not be appropriate for younger, lighter and smaller individuals.

Primary students may participate in abseiling and climbing activities in controlled environments if:

- the introductory or selected climbing activity is deemed appropriate for students' physical characteristics;
- the Department teacher-in-charge determines that students' capacity is sufficient to safely participate;
- students are top rope belayed for abseiling at all times; and
- a qualified adult is controlling the belaying system.

Guidance

The height, complexity, pitch and nature of getting to the dispatch platform should be taken into consideration when determining whether or not students have the capacity to participate in the activity.

Multi-pitched abseiling and climbing activities are only suitable for older, trained and/or highly experienced students who demonstrate experience in lead climbing, top-rope climbing, rigging and belaying.

Multi-pitched abseiling and climbing activities are not recommended for school programs unless the students have completed several single-pitch descents and have been taught self-rescue skills.

Students in primary school generally do not have the ability or maturity to belay others.

4. STUDENT HEALTH CARE

Refer to the *Appendix A: General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

5. ACTIVITIES

The full range of proposed activities must be assessed before final decisions are made about activities and areas to be used.

Students may need to develop prerequisite skills (e.g. belaying, bottom rope breaking, attaching gear to ropes, handling ropes, balance and weight distribution) before abseiling or climbing activities are introduced.

Everyone involved in the activity must be secured if they are within two metres of a cliff or unprotected edge. This distance must be increased if conditions are windy or wet, or if there is loose or downward-sloping rock and/or uneven ground.

Guidance

Authority to access Department of Biodiversity, Conservation and Attractions managed sites can be obtained from the relevant office at the time of booking. Appendix 1: Site access and permit information in this document provides site access and permit information.

Abseiling

The qualified supervisor determines the selection of an appropriate back-up system for the abseilers.

The back-up system includes a top rope belay or a bottom belay.

Top-rope belaying can be used to introduce novices to abseiling where there are no suitable bottom brake persons. Top-rope belays are to be attached directly to the harness of the abseiler, independently of the abseil system.

Responsibility for bottom braking is only given to persons who demonstrate the appropriate level of maturity, have been adequately trained, and demonstrate competence in the braking technique.

Back-up systems may be used for highly experienced and competent students include:

- an auto-braking device; or
- a self-belay, using a prusik loop or similar.

The following activities are not permitted:

- Forward abseiling/rappelling.
- Angel jumps, star jumps and/or other jumps or forms of descent in which the abseiler's brake hand does not constantly control the rate of descent.

The supervisory team will need to assess and consider students with a disability or injury that prevents them from participating safely in roping activities. For example, a disability or injury that restricts a student's ability from using their brake hand to constantly control the rate of descent warrants assessment. Following discussion with the student(s), the supervisory team may need to control the rate of descent on their behalf.

Guidance

Students should be introduced to abseiling and climbing activities in a non-threatening, supportive environment.

Variations in the style of descent are only allowed if the variation is assessed and deemed to be suitable for the group, and if students demonstrate competence in basic backward-abseiling with a friction device.

Belaying

Only students who have been taught to belay and have been deemed competent (by a qualified supervisor) may belay.

The number of supervisors to active systems for the initial training period must not exceed one supervisor for every three active systems, within close proximity, for artificial surfaces and one active system for natural surfaces.

When climbing, the belayer must be appropriately anchored to the ground (by rope anchor points that are tested annually) when attached to the belay system. Back up belayers do not have to be anchored.

When belaying using a grigri (an assisted braking belay device) participants are taught a belaying technique that is transferable to other belay devices.

When climbing with any part of the body over 2.4 metres, all participants must be on a top roped bottom belay using a dual attachment standard, except where lead climbing is being taught.

Qualified supervisors will visually check each student's harness for correct fitting and attachment before allowing them to climb.

Auto Belay Devices

Facilities that include use of auto belay devices are required to produce certificates of current inspection of their devices as follows:

- Indoor facilities: Certificate of inspection within 12 months.
- Permanent external facilities: Certificate of inspection within 6 months.

The Department teacher-in-charge must verify currency of external providers through the use of *Appendix D: External Provider Checklists* (located in *Appendix A: General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures*). Auto belay devices used with mobile climbing walls or structures are prohibited.

Climbing

Climbers must be attached to the belay line with one of the following systems:

- A direct tie in to the harness using a follow-through figure eight knot.
- Two opposite locking carabiners attached to the harness.
- A direct tie-in plus a single carabiner that has an isolation loop (e.g. an alpine butterfly).

The supervisory team must confirm that each student taking part in belaying has the capacity and training to belay effectively with the belay device being used.

Backup belayers are recommended for all belay systems.

Bouldering is permitted in a designated area to a maximum height of 2.4 metres, indicated by a line at this height. Unroped activities must not be conducted unless the facility has this line in place.

The floor, walls and area within 2.4 metres of any part of the climb should be free and clear of sharp hazards (see more information on cushioning, below).

Lead climbing

Students may be provided with the opportunity to develop lead climbing skills as part of a developmentally appropriate documented sequential learning program if the:

- qualified supervisor conducting the activity has skills and experience in lead climbing; and
- student has demonstrated competence in top-rope climbing, rigging, belay and self-rescue techniques.

6. EQUIPMENT

Purpose designed equipment that meets the requirements of relevant Standards must be used for all activities that involve abseiling, climbing and the use of ropes. All roping equipment must meet international standards.

When using suitable artificial anchors (anchor points that are tested annually by authorised certifiers and tagged as being safe to use) for rigging, abseiling and climbing ropes, at least two anchors should be used. One anchor is sufficient to protect a bottom belayer from an upward force.

All abseiling and/or climbing lines must be assessed and deemed safe for use by a qualified supervisor before the activity commences.

A qualified supervisor must personally check the integrity of the belay system before allowing each student to climb.

Ropes, tapes, cords, harnesses and helmets must be retired after a maximum of five years unless the manufacturer specifies a longer service life. Equipment must not be used if there is any doubt about its integrity.

Manufacturer's specifications, instructions and recommendations (e.g. about participants' weight, methods of stabilisation, use on firm ground, the region/conditions the wall is designed for etc.) must also be taken into consideration.

The Department teacher-in-charge must be satisfied with the maintenance of all relevant equipment prior to the commencement of the activity. External providers are responsible for recording the safety and maintenance of their equipment.

Static ropes made specifically for climbing walls are permitted for top rope belaying.

Dynamic ropes are used where the belay system may be shock loaded.

Adequate emergency equipment must be readily accessible, and include a dedicated rescue rope that is at least the length of the longest pitch.

Appropriate first aid equipment must be readily accessible. The first aid kit must include items appropriate to the activity, environment, size and needs of the party, and duration of the activity.

Cushioning

It is recommended where a climber's feet will be positioned in excess of one (1) metre from safe ground, that cushioning or crash mats are provided and positioned so that there is no possibility of contacting the floor surface if a student falls. This is part of a multi-barrier approach and other risk management options such as types of pulleys must also be considered.

Stable floor cushioning or mats/crash mats specifically designed for the purpose are used for landing areas when soloing, bouldering and/or traversing, and where spotters are not used.

Any cushioning provided must have an even surface, with no gaps between the mats or the wall.

Participants

Each participant must wear:

- appropriate clothing;
- a correctly fitting harness;
- a hard-shell climbing or roping helmet (with secure chin strap) that meets the relevant Standard (currently CE-EN12492, UIAA106, AS 2316 or AS 2316.2 - an adaption of the EN 15567-1 and -2 Standard) when abseiling or climbing activities are in progress, or at the base of a cliff/face;
- gloves of an appropriate size worn on each hand while handling moving rope (exemptions apply where *Slow Go* pulleys are used);
- fully enclosed footwear; and
- other specialist equipment specific to the activity.

All participants should conduct safety checks of all equipment prior to the commencement of the activity and at critical times throughout the activity.

Participants taking the role of back-up belayer do not need to wear a harness.

Guidance

For further information, refer to *Australian Adventure Activity Good Practice Guide: Abseiling and Climbing*.

Facility and equipment logbooks include the:

- date of purchase and/or date of manufacture;
- date and details of maintenance;
- checks by regulators; and
- history of use.

Students should not share personal equipment (buddy checks and procedures set up by supervisors will eliminate this practice).

Locking carabiners are used for all belay points and for attaching equipment to harnesses.

Figure eight descendents are recommended for novice abseilers.

Access ladders or stairways to abseiling platforms are blocked off when they are not in use.

A broad spectrum, water-resistant sunscreen should be applied as per manufacturer's instructions.

Drinking water should be available at all times.

7. THE SUPERVISORY TEAM

Refer to the *Appendix A: General Requirements* in the *Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

8. EXTERNAL PROVIDERS

Refer to the *Appendix A: General Requirements* in the *Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

9. MINIMUM QUALIFICATIONS AND COMPETENCIES

The Department teacher-in-charge must confirm that the supervisory team members possess skills in abseiling, climbing and have the appropriate experience, knowledge and skills to identify and manage potential risks at any stage during abseiling and/or climbing activities.

Refer to the *General Requirements* in the *Recreation and Outdoor Education Activities for Public Schools Procedures* for mandated:

- first aid and CPR accreditation requirements; and
- components of all qualifications and competencies

At all times, climbing walls must be supervised by specifically qualified and inducted personnel who are experienced and competent in the erection and supervision of the climbing wall or ropes apparatus.

At all climbing activities, including single pitch climbing in a school gymnasium, at least one member of the supervisory team must be able to effect a support and rescue.

The qualified supervisor must hold a current activity specific qualification AND maintain proof of experience (per annum).

The qualified supervisor must have:	AND proof of experience:
<p>The qualified supervisor must hold a current, activity-specific qualification and/or have attained current, activity-specific competencies through a recognised tertiary institution or Registered Training Organisation (RTO) including:</p> <ul style="list-style-type: none"> • the activity relevant units from a Certificate III (or higher) in Outdoor Recreation; or • a relevant set of nationally agreed competencies that were previously registered through the National Outdoor Leadership Registration Scheme (NOLRS) for artificial or natural climbing activities; or • an equivalent qualification, as recognised by the Director General. 	<ul style="list-style-type: none"> • Maintain proof of 20 hours+ logged experience per annum, validated by a qualified individual, in Single Rope Technique (SRT); and • Logged experience that demonstrates currency in rescue training.

Guidance

Qualifications or accreditation provided by the organisation that built or sold the climbing wall are generally not appropriate, for conflict of interest reasons. The qualified supervisor's qualifications should align with the relevant Standard for operating a climbing wall in a particular location (e.g. areas with natural vegetation).

Skills and experience

The Department teacher-in-charge must confirm that the supervisory team:

- has experience in the activity at the level being offered to students;
- has the relevant qualifications;
- has current CPR qualifications;
- understands the emergency responses and supervision responsibilities; and
- has knowledge and experience in the activity being offered in the specific location.

For lead-climbing, multi-pitched climbing and multi-pitched abseiling activities in natural environments, qualified supervisors should have an additional two years logged lead climbing experience, including:

- lead climbing to a minimum of Grade 14 on the Ewbank Scale;
- experience in group management procedures appropriate to the difficulty of the activity; and
- self-rescue and one-on-one rescue procedures.

Supervisors must have relevant, current skills and experience in Single Rope Technique (SRT) (at least 20 hours of logged experience per annum) and rescue training, be familiar with the hazards of abseiling, and be competent in dealing with emergencies that are consistent with the type of activity and site being used.

The 20 hours of logged SRT experience must be validated by a qualified individual.

Qualified supervisors must have recent logged experience in SRT.

All qualified supervisors should have training and experience in checking belay systems.

It is highly recommended that all supervisors should complete a climbing wall in-service, professional development workshop or coaching session at least once every 18 months.

Guidance

If the group is in an isolated or remote area location, where medical emergency assistance is more than an hour away by road or air, a member of the supervisory team should have appropriate first aid qualifications.

The Ewbank Scale should be used to assess the difficulty and danger of climbing the planned route.

10. MINIMUM LEVELS OF SUPERVISION

Different levels of supervision are required for different types of abseiling and climbing activities, such as multi-pitched abseiling, lead climbing or multi-pitched climbing as well as methods of belay (e.g. top versus bottom).

Group sizes and supervision levels are determined after considering the:

- purpose of the activity;
- age, capacity, experience and skills of each student;
- qualifications, capacity and experience of the supervisor(s);
- type of activities to be undertaken;
- students' medical conditions or disabilities; and
- nature of the environment.

Greater supervision must be provided for beginners, primary aged or less able students.

Schools must confirm that an appropriate duty of care, including the provision of adequate supervision, is provided to students who are not engaged in activities.

ABSEILING

SINGLE PITCH

Artificial Surface

Must have one qualified supervisor at all times:

- One qualified supervisor for every 22 students or part thereof; and
- Recommended maximum of 3 active systems at any one time.

Natural Surface

SINGLE PITCH

Must have two supervisors at all times:

- One qualified supervisor for every 22 students or part thereof; and
- Recommended only one active system at any one time per qualified supervisor.

MULTI PITCH

Must have two qualified supervisors at all times:

- One qualified supervisor for every four students or part thereof; and
- Only one active system at any one time for every two qualified supervisors.

CLIMBING/ CLIMBING WALLS

Artificial Surface

TOP ROPE CLIMBING - Bottom Belay system

Must have one qualified supervisor at all times:

- one qualified supervisor for every 22 students or part thereof; and
- recommended maximum of 5 active systems at any one time per qualified supervisor.

LEAD CLIMBING

Must have two supervisors at all times:

- one qualified supervisor for every 22 students or part thereof; and
- recommended only one active system at any one time per qualified supervisor.

Natural Surface

TOP ROPE CLIMBING - Bottom belay system

Must have two supervisors at all times:

- one qualified supervisor for every 22 students or part thereof; and
- recommended up to three active systems at any one time per qualified supervisor.

TOP ROPE CLIMBING - Top belay system

Must have two supervisors at all times:

- one qualified supervisor for every 22 students or part thereof; and
- recommended only one active system at any one time per qualified supervisor.

LEAD CLIMBING

Must have two qualified supervisors at all times:

- one qualified supervisor for every four students or part thereof; and
- only one active system at any one time for every two qualified supervisors.

MULTI PITCH CLIMBING

Must have two qualified supervisors at all times:

- one qualified supervisor for every two students or part thereof; and
- only one active system at any one time for every two qualified supervisors.

The table below illustrates the supervision requirements for common group sizes. Groups may be larger than those indicated here but must remain within the prescribed supervision ratios and any limits set out earlier in this document.

	<i>Environment</i>	<i>Degree of difficulty</i>	<i>Number of students</i>	<i>Qualified supervisors</i>	<i>Assistant supervisor</i>	<i>Active systems</i>	<i>Total supervisory team</i>
ABSEILING	<i>Artificial surface</i>	Single pitched	1 - 22	1	0	3	1
	<i>Natural surface</i>	Single pitched	1 - 22	1	1	1	2
		Multi pitched	1 - 8	2	0	1	2
CLIMBING/ CLIMBING WALLS	<i>Artificial surface</i>	Top rope	1 - 22	1	0	5	1
		Lead climbing	1 - 22	1	1	1	2
	<i>Natural surface</i>	Top rope (bottom belay)	1 - 22	1	1	3	2
		Top rope (top belay)	1 - 22	1	1	1	2
		Lead climbing	1 - 8	2	0	1	2
		Multi-pitched	1 - 4	2	0	1	2

11. SUPERVISION STRATEGIES

Supervision strategies must maintain the safety and wellbeing of students at all times.

Supervision strategies must address circumstances where students are not:

- in clear view of supervisors; or
- participating in the activity.

At larger sites, several groups may operate independently provided that each group meets minimum recommended supervision requirements and has the necessary safety, first aid and communication equipment.

A location for a safe (supervised) helmet off area is determined and communicated to all participants.

Supervisor numbers must be increased if requested by an external venue manager.

Participants who do not display responsible behaviour or attitude are to be removed from the activity.

Qualified supervisors are responsible for confirming that students are correctly attached to the belay system before climbing commences. It is strongly recommended that they individually check all attachment points and harnesses before allowing each student to commence climbing activities.

The belaying equipment and technique must be monitored during the climb by members of the supervisory team and belaying partners, using a buddy system.

Individuals involved in the spotting of participants who are bouldering or traversing must be provided with a specific briefing, demonstration of the procedures to follow, and a high level of supervision.

12. IDENTIFICATION OF PARTICIPANTS

Refer to Appendix A: *General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

13. COMMUNICATION STRATEGY

Refer to Appendix A: *General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

14. RISK MANAGEMENT PLAN

Refer to Appendix A: *General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

Risk management plans must include the possibility of harness hang syndrome and an appropriate action plan for when harness hang syndrome is suspected.

15. EMERGENCY RESPONSE PLAN

Refer to *Appendix A: General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

16. BRIEFING STUDENTS AND SUPERVISORS

The Department teacher-in-charge must confirm that all participants are briefed about:

- the educational purpose and the cooperative nature of the activity;
- the activity itinerary;
- required skills appropriate to the activity;
- participants' roles and responsibilities, including standards of acceptable behaviour and activity rules;
- the role and location of supervisors;
- the system for identifying students and supervisors;
- food and water requirements;
- procedures that will be followed if members of the party become lost or separated from the group;
- potential hazards and safety procedures appropriate to the activity and venue;
- buddy practices and lost buddy procedures;
- areas demarcated and identified specifically for student groups;
- conditions associated with hypothermia, hyperthermia, sunburn and dehydration;
- communication strategies that will be used throughout the activity, including a signal to gain the attention of the whole group; and a signal to be used if assistance is required;
- emergency and evacuation procedures, signals and location of emergency equipment;
- appropriate clothing for the activity and weather conditions, including thermal and sun protection;
- minimal impact principles for that location (see *Leave No Trace* principles);
- aspects of the environment and expected weather conditions;
- how to identify potential hazards of the venue, including safe entry and exit points; and
- the route to be followed including pre-determined stops and/or meeting points along the way (if applicable).

Special briefing sessions must be arranged for students who were absent from preparatory briefings.

Guidance

The Safe Rope Sports Code mnemonic (Appendix 2: Pre-activity briefing) provides a format for briefing student and supervisors.

17. INFORMED CONSENT

Refer to *Appendix A: General Requirements in the Recreation and Outdoor Education Activities for Public Schools Procedures* for further requirements.

APPENDIX 1: SITE ACCESS AND PERMIT INFORMATION

Authority to access the Department of Biodiversity, Conservation and Attractions (DBCA) managed sites can be obtained from the relevant office at the time of booking. **Contact or bookings are recommended.**

Abseiling must not be conducted at Churchman's Brook because of the fragility of the environment and unsuitable nature of the cliff top.

Site	Manager	Booking	Access requirement	Fee	Activities
Boya Quarry (bookings essential)		9290 6100	Minimum 1 National Outdoor Leader Registration Scheme (NOLRS) registered Abseiling and/or Climbing Guide or equivalent. Registration number required when booking.	No	Abseiling/ Climbing Single Rope Technique (SRT)
Statham Quarry (bookings essential)	DBCA Perth Hills District	9290 6100	Minimum 1 NOLRS registered Abseiling and/or Climbing Guide or equivalent. Registration number required when booking.	No	Abseiling Climbing SRT
Willyabrup Sea Cliffs	DBCA Calgardup Caves Centre	9757 7422 Email: calgardup@dpaw.wa.gov.au	Minimum 1 NOLRS registered Abseiling and/or Climbing Guide or equivalent. Registration number required when booking. Permit required.	Yes	Abseiling Climbing SRT
Margaret River Karst Site - W116	DBCA Calgardup Caves Centre	As above & http://parks.dpaw.wa.gov.au/site/calgardup-cave	Minimum 1 NOLRS registered Abseiling Guide or equivalent. Registration number required when booking. Permit required.	Yes	Abseiling SRT
Margaret River Caves	DBCA Calgardup Caves Centre	9757 7422 Email: calgardup@dpaw.wa.gov.au	Minimum 1 NOLRS registered Abseiling Guide or equivalent and 1 Cave Leader Assessment Panel (CLAP) Vertical Cave Leader Registration. Registration number/s required when booking. Permit required.	Yes	Abseiling Vertical Caving SRT
Wellington Dam Quarry	DBCA Collie Wellington District Office	9734 1988	Minimum 1 NOLRS registered Abseiling and/or Climbing Guide or equivalent. Registration number required when booking.	Yes	Abseiling Climbing SRT
Stirling Ranges	DBCA Albany South Coast Region Office	9842 4500	Check with DPaw for access and accreditation requirements. Abseiling is restricted on Bluff Knoll.	Yes	Abseiling Climbing SRT
West Cape Howe				No	
Torndirrup				No	
Porongorups				Yes	
Mount Frankland	DBCA Walpole Frankland District Office	9840 0400	Check with DBCA for their access and accreditation requirements.	No	Abseiling Climbing

For permit access to alternative Department of Biodiversity, Conservation and Attractions (DBCA) sites including but not limited to: the remote Kimberley, Karijini and/or the Nullarbor Caves, complete and submit applications using the *Non-commercial Government organisations application form*.

APPENDIX 2: PRE-ACTIVITY BRIEFING

Below is a mnemonic to assist activity leaders in structuring student briefings.

S	Safety	<ul style="list-style-type: none"> • Safety is an attitude. • No skylarking or put-downs during abseiling and climbing activities. • All participants consider other group members and other users of the immediate area. • Warn about the dangers of being over-confident and complacent.
A	Always check	<ul style="list-style-type: none"> • Don't assume; if in any doubt, check with an instructor. • A helmet with chin strap secured is always worn when abseiling, climbing, or where there is any potential risk from falling objects (especially if other groups are in the same area).
F	First aid	<ul style="list-style-type: none"> • All participants know the identity of the person to approach for first aid treatment, and the location of the first aid kit. • Remind students to verify that the Department teacher-in-charge has current medical information.
E	Environment	<ul style="list-style-type: none"> • Highlight weather conditions. • Stress the need for sun/rain and cold protection, recommend level of fluid intake and provide site-specific details, e.g. waves, fragile areas, loose rock.
R	Rocks	<ul style="list-style-type: none"> • Participants are reminded to be aware of loose or brittle rocks at the top of an abseil or climbing pitch, and that they do not dislodge any rocks. Rocks are never thrown. • Practise response drills, in case of rock falls or dropping equipment (e.g. <i>Below Call</i>), plus appropriate actions. • Indicate that participants at the base of the pitch should already be looking up and will therefore see the object. • Evasive action should be taken as necessary, e.g. move into the cliff rather than away from it, do not run, bend forward or expose the back of the neck.
O	Only	<ul style="list-style-type: none"> • Instructors or supervisors are the only persons who can dispatch climbers and abseilers.
P	Pathways	<ul style="list-style-type: none"> • Specify the safest access paths - up and down. Participants stick to paths and do not take short cuts. • Participants must let others know when they are going to walk behind them or intend to step over a rope that secures them to an anchor point. • No one walks between an abseiler, dispatcher and the cliff edge.
E	Equipment	<ul style="list-style-type: none"> • All participants are responsible for taking care of equipment. • Avoid stepping on ropes and dropping hardware. • If something is dropped, report it immediately to an instructor for checking. Avoid locking screw gate carabiners when they are not in use. • Clip helmets and gloves to harnesses when not in use.

S	Stay back	<ul style="list-style-type: none"> • All participants are secured by a safety tether, belayed, descent line and back-up system when within two metres of a cliff or unprotected edge. • Stay back from the bottom of the cliff face if not involved in any activity and minimise time in the potential fall zone. • Participants not actively participating in the activity should wait in a designated area, away from the cliff face.
P	Presentation	<ul style="list-style-type: none"> • Loose hair and clothing is secured to prevent it jamming in the descent device during abseil. • All loops (rings, chains, necklaces, pendants and jewellery) are removed.
O	Observe	<ul style="list-style-type: none"> • Participants observe appropriate <u>Leave No Trace</u> environmental practices: removing litter; looking after all vegetation; 'stewardship' (cleaning up after others). • If the group is using vegetation for anchor points, pad the vegetation to protect it from damage.
R	Respond	<ul style="list-style-type: none"> • All communications are responded to promptly and appropriately. • Outline the calls, communications and actions that will be used during the activity, including emergency signals and procedures.
T	Toilets	<ul style="list-style-type: none"> • Advise toileting arrangements for the particular site, stressing environmental and hygiene concerns and the need for harness checks on return. It may be advisable to designate male and female areas.
S	Safety	<ul style="list-style-type: none"> • Safety is highlighted twice because of its high importance. • Safety is the joint responsibility of all supervisors and participants. • Everyone knows who is in charge and is aware of the chain of command. • All participants are made aware that they need to be extremely attentive when engaging in roping activities. • Those who do not display a responsible attitude will be removed from the activity.