

PLAN SESSION AND RISK ASSESMENT LE MUR / THE WALL (MANUAL BELAY)

Duration of the activity : 2h45

Number of staff/participant : 1/14

Aims & objectives of the session : Learn the vocabulary and expression linked with the activity. Introduce the kids to the climbing technique in a fun and safe way.

Required equipment : ropes, harness, « gri-gri », carabiners, walkie-talkie and first aid kit

Place to take part : climbing wall and practice area

Getting ready for the activity (minimum 20 minutes before the activity)

Check all the information regarding the group = age, aptitude, and number. Make sure you know all the medical information. **Get the wall ready as trained following the internal instructions you have been given and check the state of the harness you will use.**

Starting the activity

Be on time at the meeting point ! Check all the group is here and that they have the right equipment : appropriate clothes (flexible trousers, NO mini-short or swimming shot), trainers, NO JEWELLERY AND/OR SCARF, workbook and a pen.

Introducion of the activity

Introduce yourself and the activity. Ask each participant to introduce themselves. Try to have more details about their aptitude/experience on this activity. Explain the plan of the session.

Equipment

Give a harness to each participant. Explain the correct way to wear it for a maximum of safety AND comfort : the harness should be adjusted above the hips, over tops like t-shirt or jumper - all straps should be straight - do not leave them hand out too much. Doing a demonstration will probably be necessary...

Take a supplement harness to anticipate any issue and/or surprise visit of a teacher who would like to try on. It will avoid you to go back and back to the storage area.

Do not leave the equipment in free access outside the storage area which should always be locked !!

Warm up area

Before any sport activity, it is necessary to **do a warm-up**. You can do some games which include some of the technical aspect of the activity and getting them ready physically when they will have to face "real" the wall.

The warm up area is the ideal place to add some games using climbing techniques in a warm up with everybody taking part of it. A lot of games/exercises can be run over there. You can profit of the time to introduce the muscle the participants will need to use and how it is important to maintain 3 contacts points on the wall all of the time while climbing.

You can as well leave the kids with no direct supervision in this area. If you do so, you need to **clearly explain them the safety rules** to follow :

- On the balance items, there can be 2 persons maximum at the time on each one

- On the practice wall, they need to be **2 minimum to practice** : one person needs to do the safety by staying close to the back of the person practicing on the wall. They must go **on the side**, NEVER on the top (show them this technique)
- It is forbidden to grab the top of the wall or the beams.

As an instructor, always keep an eye on the kids in this area while they are on their own (work closely with the other instructor if there is one)

The wall / technical advices

Of course, it would be ideal to start with the easy side of the wall. But when there is more than one group, it won't be always possible. So you might have to adapt your session and start with a harder side. The rule is to be able to give **at least one opportunity of climbing one of the side of the wall to each participant**.

To limit the time the rest of the participant will wait, we advice you to spit the group in smaller one. If you have more than 8 participants in total, you should divide them in 3 groups. Give them a different task and rotate around all along the session. Example : one group go on the real wall, one at the warm up area and one in the waiting area filling their workbook.

BEFORE getting someone up the wall for the first time :

- Check the ropes and knots are right (especially if somebody else install them !)
- Explain the vocabulary and the techniques to get up and down the wall. **Be insisting on the technique to get down**. **ADVICE** : get each participant to try the right position to get down. You can use the rope fixed to the wall permanently to do that.

Before each person go up, you need to check that the participant is wearing the right clothes (no scarf and no jewellery = rings and big ear rings) and his/her harness. It needs to be well adjust. Make sure they have nothing in their pocket.

Check the carabiners are all well locked as well as the black clip for the climber. Don't forget to check the carabiners on the safety side as well (attached to the chain)

You can let other participants to do the safety while the climber is going up. **But you must do it by yourself when he/she is going down.**

While going up and down, the instructor must always have one of his/her hand on the rope.

The part of the rope getting out the gri-gri while going up should go in the specific box so no one step on it. **DO NOT MAKE KNOTS** on this part of the rope. Don't let the kids attached themselves on it or getting it around their hand/arm.

While someone is on the wall, nobody should be on the floor between him/her and the person doing the safety.

Rotate the groups until everybody has got the chance to do the wall. You may have time for a second go. Don't forget to keep the people waiting busy by giving them taks, ...

To keep the interest of the participants and help them improving, don't hesitate to **make the tasks harder** on the second go. But don't forget to **adapt it to their aptitude**. Example : using one or two colors, timing them, blindfolded, change the side/difficulty, ...

Pour améliorer sa technique d'assurage, l'animateur doit assurer deux enfants seul à seul sur chacune de ses séances.

Workbook

The page in the workbook for this activity will give them the vocabulary they need during the activity : equipment, technique, ... It can be done in autonomy while they are waiting for their go. If you do ask them to do so, don't forget to check it before the end of the session.

Break

If you decide to do a break, make sure you **tidy the ropes correctly in the tower and lock the door** to avoid the risk of someone using the wall unsupervised. Reminder : the group is still under your responsibility all along the break = stay with them all of the time and nobody should be allowed to go back to their dorms.

End of the session / Feedback

Do a quick feedback with the kids to know what they thought about the session and check the vocabulary they learnt with you : body parts, colors, directions, equipment, ...

Make sure you take back ALL the equipment you hand out. Harness should be **loosen at their maximum** on each strap. Don't hesitate to involve the participants in this task.

When you leave the climbing area, make sure the area is clean and tidy, that the 3 gates are closed and the door to the tower locked safely. If you used it, don't forget to put the tongs back in the tower.

Lorsque vous quittez le mur d'escalade, assurez-vous que la zone soit propre et fermez les trois barrières. Pensez à remettre la pince dans la tour si vous l'avez utilisée.

Thanks your group before they go and remind them the rest of their day (meal, workbook, ...)

Tidying up

Make sure everything is ready for the next person using the climbing equipment :

- Check all the equipment have been handing out back to you and than all the harness are loosen at their maximum on each strap
- All the equipment is tidy in the storage area and in a good state. If possible, replace or fix anything you can do. If not, place it in the right place instructions you received.
- Tidy up the climbing area (rubbish on the floor, ...)
- If there is an other session in the afternoon, you can leave the rope on the wall but **make sure you have fix them inside the tower and that the door to the tower is safely locked.**
- If it is raining, get the ropes down and put them in the drying room during midday so they can dry. But NOT directly in front of the drying machine. You can do so as well at the end of the day so they will dry better for the next morning. Don't forget to warn the next person on climbing that the ropes are over there !
- If there is no other session the rest of the day, you will need to take everything down and put back the ropes and carabiners in the storage area

All the points above only take few minutes at the end of each session. When doing, they will show your conscientiousness and respect for your coworkers. If they are followed by each of us, it will considerably improve the life at the chateau for everyone.

**ADDING SAFETY RULES ESSENTIAL TO MAKE SURE EACH CLIMBING SESSION IS
RUNNING SMOOTHLY AT THE CHÂTEAU DE LA BAUDONNIÈRE :**

- ❖ The instructor should **ALWAYS** have his/her feet on the ground. None of them should be climbing up during a session. This is applicable to the sides of the wall as well as the ladder inside the tower. If for any reason you need to get up, you will need to contact the duty person or an other instructor to be assisted in the process.
- ❖ **TEACHERS ARE NOT ALLOWED TO GET UP INSIDE THE TOWER !**
- ❖ **Check that all the safety knots** are properly tight - the "stop" knot should be close the "figure of eight"
- ❖ **Check that all the carabiners** are being used in the right way (like showing in the training). Make sure that there are no 2 items attached to the same size of a carabiner.
- ❖ **Be carefull with the side of "gri-gri" as well** : there is a draw to show the right way
- ❖ The door to get inside the tower must **ALWAYS be locked**, even during the activity.
- ❖ Make sure you use the right technique to **belay a participant** on your own (the one you have been taught during your training)
- ❖ When somebody is climbing up, make sure **the rope is always tight**. Ask the climber to slow down if needed.
- ❖ Make sure the person on the wall is getting in the right position **BEFORE touching the "gri-gri"**. Check that the rope is sliding on **the curved part** of the "gri-gri", the one a little bit thicker.
- ❖ Check that the chain attached to the ground is always on **the side of the person attached to it** (and the gri-gri). It should never between his/her legs.
- ❖ You can find more information to know how to use the "gri-gri" on the Petzl official website : www.petzl.com. Everyone should take the time to go on it and read those information.

RISKS ASSESEMENT

Hazard	Risk	Person at risk	Probabili ty	Control measures	Result
Bad use of the equipment / not wearing properly	Getting hurt by falling down	All	Medium	After being set up, knots and rope are checked by a qualified instructor. The instructor will check carefully that the equipment is wearing and using correctly before and during every go on the wall.	Low
Falling from the top of the wall	Getting hurt	All	Medium	Before each climbing, the instructor will check that the carabiner is correctly attached on the harness' climber.	Low

				Only a qualified staff can go up the ladder inside the tower, following the strict safety rules.	
Items falling from the wall	Getting hurt	All	Low	Don't leave any items not or badly fixed to the wall. The instructor will make sure that climbers empty their pocket before going on the wall.	Low
Long hair / Jewellery / Scarf	Being stuck into the system / Getting hurt	All	Medium	Long hair should be tied back. All jewellery should be removed or covered by a strap. Body piercing must be removed. Loose clothes, strings, belts must be correctly placed. No scarf when practicing.	Low
Bad climbing technique	Getting hurt by hitting the wall	Participants	Strong	Good techniques will be explained clearly to the participant before climbing. The instructor will stay watchful, checking the participants movements and giving advice;	Low
Harness badly worn	Getting hurt	All	Medium	The instructor will explain clearly how to wear the harness and will check before each go that it is still correct before each go on the wall.	Low
Climbing outside the right course	Getting hurt, stuck balancing against the wall	Participants	Medium	The instructor will explain the risk if the participant climb outside the course and will stay vigilant all the time.	Low
Bad physical preparation	Cramps / Muscles injury	All	Medium	The instructor will organize some warm up exercises before getting the participant on the wall	Low
Bad knowledge of the medical information	Allergic reaction, asthma attack, ...	Participants	Medium	At the meeting point, the instructor will check the medical information and make sure all the participant who need have their medical equipment (inhaler, epipen, ...)	Low
Personal items	Getting lost	All	Medium	At the end of the session, make sure nothing is left on the area (workbook, inhaler, ...)	Low

PLAN SESSION AND RISK ASSESSMENT LE MUR / THE WALL (AUTO BELAY)

Duration of the activity : 2h45

Number of staff/participant : 1/14

Aims & objectives of the session : Learn the vocabulary and expression linked with the activity. Introduce the kids to the climbing technique in a fun and safe way.

Required equipment : ropes, harness, « gri-gri », carabiners, walkie-talkie and first aid kit

Place to take part : climbing wall and practice area

Getting ready for the activity (minimum 20 minutes before the activity)

Check all the information regarding the group = age, aptitude, and number. Make sure you know all the medical information. **Get the wall ready as trained following the internal instructions you have been given and check the state of the harness you will use.**

- Use the telescopic stick to get the carabiner down the wall
- Check the system is working properly = roll out the whole rope (around 8 metres) and check it is all in a good state (if you see some pink or white along the black rope, tell it to the person in charge so he/she can pass the message and **DO NOT USE** the system until it has been checked properly) + check that the system is going back in the right way without any suspicious noise
- Check the triple action carabiner is working properly.
- Fix the carabiner into the box at the bottom of the wall previewed for it and lock it.

Starting the activity

Be on time at the meeting point ! Check all the group is here and that they have the right equipment : appropriate clothes (flexible trousers, **NO** mini-short or swimming shot), trainers, **NO JEWELLERY AND/OR SCARF**, workbook and a pen.

Introduction of the activity

Introduce yourself and the activity. Ask each participant to introduce themselves. Try to have more details about their aptitude/experience on this activity. Explain the plan of the session.

Equipment

Give a harness to each participant. Explain the correct way to wear it for a maximum of safety **AND** comfort : the harness should be adjusted above the hips, over tops like t-shirt or jumper - all straps should be straight - do not leave them hand out too much. Doing a demonstration will probably be necessary...

Take a supplement harness to anticipate any issue and/or surprise visit of a teacher who would like to try on. It will avoid you to go back and back to the storage area.

Do not leave the equipment in free access outside the storage area which should always be locked !!

Warm up area

Before any sport activity, it is necessary **to do a warm-up**. You can do some games which include some of the technical aspect of the activity and getting them ready physically when they will have to face "real" the wall.

The warm up area is the ideal place to add some games using climbing techniques in a warm up with everybody taking part of it. A lot of games/exercises can be run over there. You can

profit of the time to introduce the muscle the participants will need to use and how it is important to maintain 3 contact points on the wall all of the time while climbing.

You can as well leave the kids with no direct supervision in this area. If you do so, you need to **clearly explain them the safety rules** to follow :

- On the balance items, there can be **2 persons maximum at the time** on each one
- On the practice wall, they need to be **2 minimum to practice** : one person needs to do the safety by staying close to the back of the person practicing on the wall. They must **go on the side**, NEVER on the top (show them this technique)
- It is forbidden to grab the top of the wall or the beams.

As an instructor, always keep an eye on the kids in this area while they are on their own (work closely with the other instructor if there is one)

The wall / technical advices

Of course, it would be ideal to start with the easy side of the wall. But when there is more than one group, it won't be always possible. So you might have to adapt your session and start with a harder side. The rule is to be able to give **at least one opportunity of climbing one of the side of the wall to each participant**.

To limit the time the rest of the participant will wait, we advice you to split the group in smaller one. If you have more than 8 participants in total, you should divide them in 3 groups. Give them a different task and rotate around all along the session. Example : one group go on the real wall, one at the warm up area and one in the waiting area filling their workbook.

BEFORE getting someone up the wall for the first time, you need to do a visual demonstration of how the system work, how to climb up, and especially how to get down. That will be easier to make the participants understand how the system is working. This demonstration can be done by the staff or by one of the participant.

Before each person go up, you need to check that the participant is wearing the right clothes (no scarf and no jewellery = rings and big ear rings) and his/her harness. It needs to be well adjust. Make sure they have nothing in their pocket.

It is the instructor responsibility to fix the carabiner to the kids harness.

While someone is climbing up, **nobody** should walk or stay underneath.

The instructor needs to ALWAYS be watchful on the climber. The rope must always be tight. If it is not the case, you need to ask the climber to stop and wait, and if needed to get down a little bit until the system is back on track.

For their first go, ask the participants to go step by step. This should avoid any problem with fear of height, with a participant stuck on the wall and will assure the instructor that the climber understood the technique to use to get down.

You need to make sure that the climber is not going too fast. If it is the case, ask him/her to slow down while climbing.

Rotate the groups until everybody has got the chance to do the wall. You may have time for a second go. Don't forget to keep the people waiting busy by giving them tasks, ...

To keep the interest of the participants and help them improving, don't hesitate to make the tasks harder on the second go. But don't forget to **adapt it to their aptitude**. Example : using one or two colors, change the side/difficulty, limiting the number of rocks they can use... **IT**

IS TOTALLY FORBIDDEN TO DO A TIMING CHALLENGE OR A BLINDFOLDED ONE WITH THIS AUTOMATIC BELAY SYSTEM !!!

Workbook

The page in the workbook for this activity will give them the vocabulary they need during the activity : equipment, technique, ... It can be done in autonomy while they are waiting for their go. If you do ask them to do so, don't forget to check it before the end of the session.

Break

If you decide to do a break, make sure you **attach the carabiner into the box previewed for that at the bottom of the wall and lock it** to avoid the risk of someone using the wall unsupervised. Reminder : the group is still under your responsibility all along the break = stay with them all of the time and nobody should be allowed to go back to their dorms.

End of the session / Feedback

Do a quick feedback with the kids to know what they thought about the session and check the vocabulary they learnt with you : body parts, colors, directions, equipment, ...

Make sure you take back ALL the equipment you hand out. Harness should be **loosen at their maximum** on each strap. Don't hesitate to involve the participants in this task.

When you leave the climbing area, make sure the area is clean and tidy, that the 3 gates are closed and the door to the tower locked safely. If you used it, don't forget to put the tongs back in the tower.

Lorsque vous quittez le mur d'escalade, assurez-vous que la zone soit propre et fermez les trois barrières. Pensez à remettre la pince dans la tour si vous l'avez utilisée.

Thanks your group before they go and remind them the rest of their day (meal, workbook, ...)

Tidying up

Make sure everything is ready for the next person using the climbing equipment :

- Check all the equipment have been handing out back to you and than all the harness are loosen at their maximum on each strap
- All the equipment is tidy in the storage area and in a good state. If possible, replace or fix anything you can do. If not, place it in the right place instructions you received.
- Tidy up the climbing area (rubbish on the floor, ...)
- **Make sure that the door to the tower is safely locked.**
- If there is a session in the afternoon, you can leave the carabiner attached into the box previewed for that at the bottom of the wall. **Don't forget to lock it !!**
- If there is no other session the rest of the day, you will need to roll the system back up using the telescopic stick.

All the points above only take few minutes at the end of each session. When doing, they will show your conscientiousness and respect for your coworkers. If they are followed by each of us, it will considerably improve the life at the chateau for

**ADDING SAFETY RULES ESSENTIAL TO MAKE SURE EACH CLIMBING SESSION IS
RUNNING SMOOTHLY AT THE CHÂTEAU DE LA BAUDONNIÈRE :**

- ❖ If for any reason you need to get up the ladder inside the tower, you will need to contact the duty person or an other instructor to be assisted in the process.
- ❖ **TEACHERS ARE NOT ALLOWED TO GET UP INSIDE THE TOWER !**
- ❖ The door to get inside the tower must **ALWAYS** be locked, even during the activity.
- ❖ When somebody is climbing up, make sure **the rope is always tight**. Ask the climber to slow down if needed.
- ❖ Make sure that the climber is in the right position when he/she gets down.

RISK ASSESMENT

Hazard	Risk	Person at risk	Probabil-ity	Control measures	Result
Bad use of the equipment / not wearing properly	Getting hurt by falling down	All	Medium	The system will be checked before each first session of the day. The instructor will check carefully that the equipment is wearing and using correctly before and during every go on the wall. He will fix him/herself the carabiner to the harness' climber.	Low
Falling from the top of the wall	Getting hurt	All	Medium	Before each climbing, the instructor will check that the carabiner is correctly attached on the harness' climber. Only a qualified staff can go up the ladder inside the tower, following the strict safety rules.	Low
Items falling from the wall	Getting hurt	All	Low	Don't leave any items not or badly fixed to the wall. The instructor will make sure that climbers empty their pocket before going on the wall.	Low
Long hair / Jewellery / Scarf	Being stuck into the system / Getting hurt	All	Medium	Long hair should be tied back. All jewellery should be removed or covered by a strap. Body piercing must be removed. Loose clothes, strings, belts must be correctly placed. No scarf when practicing.	Low
Bad climbing technique	Getting hurt by hitting the wall	Participants	Strong	Good techniques to go up AND down will be explain clearly to the participant before climbing. The instructor will stay watchful,	Low

				checking the participants movements and giving advice;	
Harness badly worn	Getting hurt	All	Medium	The instructor will explain clearly how to wear the harness and will check before each go that it is still correct before each go on the wall.	Low
Climbing outside the right course	Getting hurt, stuck balancing against the wall	Participants	Medium	The instructor will explain the risk if the participant climb outside the course and will stay vigilant all the time.	Low
Bad physical preparation	Cramps / Muscles injury	All	Medium	The instructor will organize some warm up exercises before getting the participant on the wall	Low
Bad knowledge of the medical information	Allergic reaction, asthma attack, ...	Participants	Medium	At the meeting point, the instructor will check the medical information and make sure all the participant who need have their medical equipment (inhaler, epipen, ...)	Low
Personnal items	Getting lost	All	Medium	At the end of the session, make sure nothing is left on the area (workbook, inhaler, ...)	Low
Falling from the top of the wall	Getting hurt	All	Medium	Before each climbing, the instructor will check that the carabiner is correctly attached on the harness' climber. Only a qualified staff can go up the ladder inside the tower, following the strict safety rules.	Low