

# Leaps & Bounds

Leaps and Bounds Challenge Ropes Course. Croydon Community School.  
Neal St Bayswater 3153. Ph: 0407 926 720

## USERS AGREEMENT FORM

I, \_\_\_\_\_

(here-after referred to as the contractor)

of \_\_\_\_\_

Telephone. \_\_\_\_\_

jointly agree to the terms and conditions as set out below in conjunction with Leaps and Bounds and Croydon Community School.

### It is agreed

1. That the Management of L&B and CCS can provide suitable equipment to conduct a program, including the provision of,
  - a) Harnesses.
  - b) Helmets.
  - c) Ropes.
  - d) Friction devices, Pulleys, Carabiners.
  - e) Low and high element fixtures.
  - f) Log sheets.
  - g) Safety and Rescue Kit.

### It is further agreed that the contractor will:

2. Follow procedures as set out by the L&B in their Standard Operating Procedure.
3. Arrange the administration procedures required for the implementation of the program.
4. Be in possession of appropriate and current public liability and professional indemnity insurance (copy of which must be supplied to the L&B).
5. Operate at a Supervisor/Conductors to Participant ratio no greater than 1:12
6. Follow procedures as set out by the L&B, and by the Adventure Activities Standards of the Outdoor Recreation Centre of Victoria, Department of Education and Training (Safety Guidelines: Camping and Bush Activities 1998) and agreed industry practice.
7. Be familiar with *The Complete Ropes Course Manual Second Edition. K Rohnke, C Tait, J Wall.*
8. Ensure all equipment is set up, dismantled and stored safely.
9. Ensure all equipment is safety checked prior to and upon completion of the program.
10. Supervisor/Conductors must have experience in facilitation of adventure based learning programs involving Challenge Ropes Courses, including rescue training, (*as specified in Department of education, Victoria Safety Guidelines: Camping and Bush Activities 1998*) and provide evidence of this.
11. Complete a Session Plan and record the usage of ropes course equipment on the Log Sheets provided.

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12. Hold a current 1st aid and CPR qualification and provide evidence of this.
13. The challenge ropes course and associated buildings are all Department of Education and Training property. They are therefore smoking free areas. Other groups use all buildings and grounds. Please ensure that they are left in the condition in which they are found.
14. Bring a fully charged and operational mobile phone with them to the ropes course.
15. Ensure that all participants have completed and submitted the relevant medical and consent documents.
16. Ensure that participants remain in the areas shown by the map.
17. Participants need to supply their own first aid equipment.

Note: This Agreement is for a term of not less than one year and will continue to serve as the Agreement between both parties unless either party specifically request for the Agreement to be renegotiated.

Name of Group: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Names of Supervisors/Conductors engaged by the Contractor to oversee the ropes course sessions:

(State whether they are Supervisors or Conductors.)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

Signed on behalf of Leaps and Bounds and Croydon Community School

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_