



# CAMPFIRES

## STANDARD OPERATING PROCEDURE

Pax Hill Scout Camp & Activity Centre



Version 1.0	Issue Date:13 November 2021	Last updated: Mar 2020	Review Date: 19 <sup>th</sup> Mar 2022	Page 0 of 6
Date Printed: 13/11/2021 9:50 AM			Uncontrolled Document when printed	
G:\.shortcut-targets-by-id\1YetCP1dTVZrITguwPS_kcCytblknYmBC\WHS\PH-RM-1026 - Standard Operating Procedure Campfires.docx				



## TABLE OF CONTENTS

---

1.1	Overview	2
1.2	Outcomes	2
1.3	Pre-Requisites For Instructors	2
1.4	Location	2
1.5	Prior To Commencing	3
1.6	Initial Introduction And Participant Briefing	3
1.7	Specific Activity Safety And Instructions	3
1.8	Pack Up And Debrief	4
1.9	Instructor Responsibilities	4
1.10	Assessing The Level Of Risk	5

Version 1.0	Issue Date:13 November 2021	Last updated: Mar 2020	Review Date: 19 <sup>th</sup> Mar 2022	Page 1 of 6
Date Printed: 13/11/2021 9:50 AM			Uncontrolled Document when printed	
G:\.shortcut-targets-by-id\1YetCP1dTVZrITguwPS_kcCytblknYmBC\WHS\PH-RM-1026 - Standard Operating Procedure Campfires.docx				

## 1.1 OVERVIEW

The campfire area is designed to be used for both cooking and bonding activities.

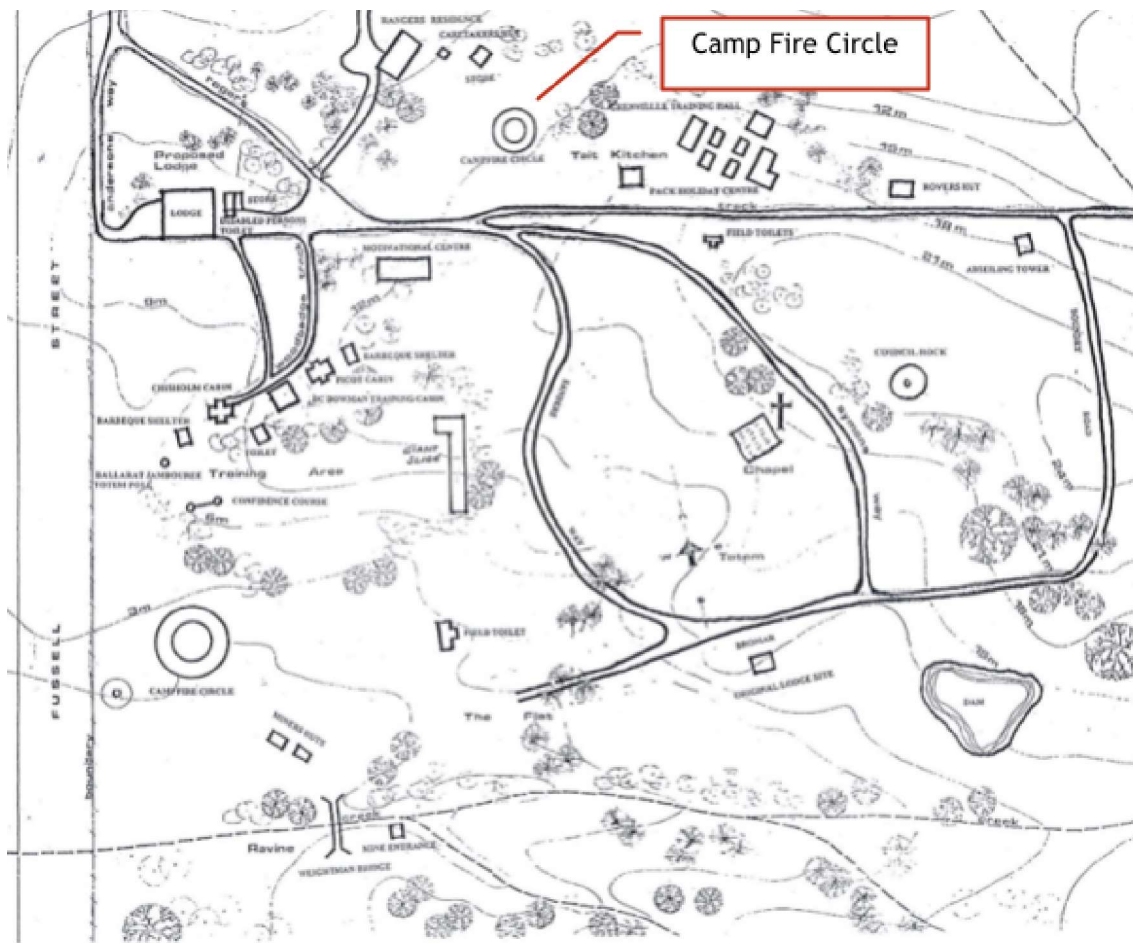
## 1.2 OUTCOMES

That participants might learn about safe conduct around a fire. It is an activity that encourages group bonding. Development of skills in monitoring and cooking items in and open fire.

## 1.3 PRE-REQUISITES FOR INSTRUCTORS

Supervision by a responsible and capable adult

## 1.4 LOCATION





## 1.5 PRIOR TO COMMENCING

Fire restrictions and bans should be checked on the CFA website

<https://www.cfa.vic.gov.au/warnings-restrictions/restrictions-during-the-fire-danger-period>

The fire will need to be set and lit at least 30min prior to the activity commencing so that coals for cooking have a chance to form in the base of the pit.

The area should be cleared of any trip hazards such as rocks or sticks and any flammable fuel such as leaves, and bark cleared away from the pit area.

Appropriate sticks or utensils for cooking will need to be supplied or collected.

## 1.6 INITIAL INTRODUCTION AND PARTICIPANT BRIEFING

Participants should be briefed on safe conduct around the fire pit and warned of the potential for burn injuries. Instructions should be given on the safest and most effective way to cook food over the fire. Food should be managed according to food handling guidelines.

## 1.7 SPECIFIC ACTIVITY SAFETY AND INSTRUCTIONS

The potential for harm when working with fire is high. Participants must be under constant supervision and must be made aware of the risks involved. When cooking over the fire ensure that participants take turns and do not over crowd the perimeter of the pit.

### *Marshmallows*

Version 1.0	Issue Date:13 November 2021	Last updated: Mar 2020	Review Date: 19 <sup>th</sup> Mar 2022	Page 3 of 6
Date Printed: 13/11/2021 9:50 AM			Uncontrolled Document when printed	
G:\shortcut-targets-by-id\1YetCP1dTVZrITguwPS_kcCytblknYmBC\WHS\PH-RM-1026 - Standard Operating Procedure Campfires.docx				



## Campfires



Marshmallows are cooked by skewering them on the end

of a long thin stick and rotating them over the fire. Being made of sugar when they get hot, they can burn quite severely if they drip onto bare skin. Care must be taken in the cooking and handling of cooked marshmallows. If the marshmallow catches fire the participant will need to blow it out and let it cool before it can be consumed or handled. If marshmallows are not stuck securely to the end of the stick, they will drop off the stick into the fire as the insides soften and melt.

### **Damper**

Damper can be cooked in two ways, either on a stick or on a hotplate. Participants should be allowed to wind their damper onto their cooking stick or mould it into the shape they wish it to be cooked on the hot plate. If using the hotplate, participants may place their damper onto the hotplate however the instructor should be responsible for flipping it and removing it from the heat. If using a stick, the participant can cook their own damper by holding it over the fire and rotating it slowly. Coals are the best part of the fire to use to effectively cook the damper as they give out more heat. Care should be taken when removing damper from the heat and when handling the cooked item. The outside of the damper will be very hot and may cause burns if not handled properly and carefully. The tips of the damper stick often burn in the cooking process and form a coal. Care must be taken that contact is not made with the end of the stick. If you are making damper it is advisable to set up a table nearby with the spreads, knives and dough on it, but this should be out of the way of smoke and ash for food handling purposes.

## **1.8 PACK UP AND DEBRIEF**

Before leaving the fire unattended ensure that the fire has burned down enough that it will not start up again or that embers will blow out from it. If the fire is offsite it must be extinguished entirely before it can be left.

## **1.9 INSTRUCTOR RESPONSIBILITIES**

Version 1.0	Issue Date:13 November 2021	Last updated: Mar 2020	Review Date: 19 <sup>th</sup> Mar 2022	Page 4 of 6
Date Printed: 13/11/2021 9:50 AM			Uncontrolled Document when printed	
G:\.shortcut-targets-by-id\1YetCP1dTVZrITguwPS_kcCytblknYmBC\WHS\PH-RM-1026 - Standard Operating Procedure Campfires.docx				



## Campfires



To ensure the safety and safe conduct of the participants. To administer first aid when required.

To prepare, set and light the fire. Supervise the use of the fire and extinguish the fire at the conclusion of the session.

### 1.10 ASSESSING THE LEVEL OF RISK

Once risks are identified, they are evaluated on a 2-dimensional matrix using a qualitative rating of the likelihood of the event occurring and the scale of the possible consequences. When risks have been identified, they are analysed by combining the consequences and likelihood to produce a level of risk. This form of evaluation provides a good graphical representation of how serious the risk is or where it lies within a group of risks. The risk analysis provides information critical to determining what risks need to be treated and what risks are accepted.

### 1.11 RISK ASSESSMENT

See attachment.

Version 1.0	Issue Date:13 November 2021	Last updated: Mar 2020	Review Date: 19 <sup>th</sup> Mar 2022	Page 5 of 6
Date Printed: 13/11/2021 9:50 AM			Uncontrolled Document when printed	
G:\.shortcut-targets-by-id\1YetCP1dTVZrITguwPS_kcCytblknYmBC\WHS\PH-RM-1026 - Standard Operating Procedure Campfires.docx				