

COLLEGE SPORT UWH COMPETITION SAFETY ACTION PLAN

DATE		<u>Tuesday nights 8 May to 4 Sept 2018</u>
EVENT		<u>College Sport Secondary Schools Underwater Hockey Championship</u>
EVENT MANAGER		<u>College Sport – Collette Amai</u>
PHONE NUMBER		<u>Collette Amai 0274 935 073</u>
PARTICIPANTS	Who	<u>Secondary School students years 9 - 13</u>
	Age	<u>12-18 year olds</u>
	How Many	<u>Approximately 300</u>
<u>SPECIAL CONSIDERATIONS:</u>		
OFFICIALS	Who	<u>Shayne Blake – AUWH Schools tournament coordinator</u>
	How many	<u>5+</u>
	Qualifications	<u>6 years admin and Level 2 Referee</u>
HELPERS	Who	<u>Venue Controllers, Referees, Duty teams and pool staff</u>
	How many	<u>One venue controller per venue, and 3 referees per game.</u>
	Qualifications	<u>Venue controller are all experienced. Referees between 0 and 5 years experience</u>
	Experience	<u>Yes</u>
VENUE	Manager/Contact	<u>College Sport Auckland</u>
	Address	<u>West Wave Aquatic, Manurewa Aquatic, Diocesan School</u>
	Phone Number	<u></u>
	Evacuation Procedure	<input type="checkbox"/> Yes Check venue (pre event) <input type="checkbox"/> No Part of briefing of competitions
	Building/WOF	<input type="checkbox"/> Yes
FIRST AID	Organisation	<u>Aquatic Centres, plus team coaches, managers and parents.</u>
	Who	<u>First Aid qualified staff</u>
	How Many	<u>Pool staff are poolside at all times.</u>
	Phone Number	<u>Pool staff</u>
	Cell Phone Number	<u></u>
	Qualifications	<u>Lifeguard trained pool staff</u>
	Vehicle Access for Emergencies	<input type="checkbox"/> Yes

COMMUNICATION

Walkie Talkie/RT	<input type="checkbox"/>
Mobile Phone	<input type="checkbox" value="Yes"/>
Speaker/PA	<input type="checkbox" value="Yes"/>

**WAIVERS/
MEDICAL/ ENTRIES**

**FRESH
WATER ON SITE?**

TOILET HYGIENE

BRIEFING	Responsibility	Venue Controller
	Content	Team manager responsibilities.
	Evacuation Procedure	To be passed to team managers & also briefed on PA.

**ROLES &
EXPECTATIONS**

_____	<input type="checkbox"/>
_____	<input type="checkbox"/>
_____	<input type="checkbox"/>
_____	<input type="checkbox"/>
_____	<input type="checkbox"/>

Traffic Management Plan: Authorised by _____ n/a _____

Water Safety Plan: Authorised by _____

Reminder:

EMERGENCY PROCEDURE

1. Emergency Services
Action:
 - Step by Step:
 - Crisis Management :
 - Accident Management:
 - Safety:

2. Contact Office: College Sport Auckland
Who is responsible for contacting Board/Media/Schools in the event of an emergency?

ON THE DAY CHECKLIST

FIRST AID	Personnel	Pool life guards
	Ambulance	111
	First Aid Kits	First Aid kits with pool staff

Note: Manurewa pool first aid equipment has to be supplemented with Venue Controller and Team Manager first aid supplies.

CELL PHONE NUMBERS <i>(on site emergencies)</i>	Event Manager	Collette Amai 0274 935 073
	Coach	n/a
	Media	n/a
	Ambulance	111
	First Aid	111

EQUIPMENT	Mouthguards	<input type="checkbox"/> Yes
	Ear protectors	<input type="checkbox"/> Yes
	Playing glove	<input type="checkbox"/> Yes
		<input type="checkbox"/>
		<input type="checkbox"/>
		<input type="checkbox"/>

NOTE: THIS CHECKLIST RELATES TO HEALTH AND SAFETY ONLY, AND MAY NOT INCLUDE MANAGEMENT RESOURCES.

RISK MANAGEMENT PLAN / RISK ACTION PLAN

EVENT **CSA UWH Season** **Manager** **College Sport** **Date** **Tuesdays, 8 May to 4**
 ----- ----- ----- **Auckland** ----- **Sept 2018**

Risk: What could go wrong?	Cause	Prevention: Eliminate/ Isolate/ Minimise	Equipment	Check (tick)	Who is responsible?
Fire	Accident	Eliminate: Evacuation procedure. Follow direction of pool staff.	Fire detection systems & evacuation alarm. Portable fire fighting appliances. Qualified pool staff on pool deck.		Collette Amai – College Sport
Earthquake	Natural Disaster	Eliminate/ Isolate/ Minimise depending on scale of event: Evacuation procedure. Follow direction of pool staff.	Evacuation alarm. Qualified pool staff on pool deck.		Collette Amai – College Sport
Chemical spill/water contamination	Accident	Eliminate: Correct storage of pool chemicals & regular water quality checks by pool staff.	Water quality test equipment.		Collette Amai – College Sport
High or low temperature of pool & or complex	Failure of pool equipment	Eliminate: Regular monitoring of pool & environment temperature by pool staff	Temperature monitoring equipment		Collette Amai – College Sport
Slipping	Wet areas	Minimise: Pool signage stating no running. Players to dry off before entering seating areas.	Pool Signage. First Aid qualified pool staff on pool deck. First Aid kit.		Venue Controller
Electrocution	Damage or failure of electrical equipment	Isolate: Electrical equipment regularly checked for wear and insulation damage. RCD power points available.	Electrical equipment - good condition. RCD device.		Venue Controller
Injuries in the pool during competition	Gear injuries caused by puck, stick, fins or body contact	Eliminate: Referees to enforce playing standards, under supervision of Venue Controller	First Aid kit		Pool Staff
Injuries caused by the pool	Damaged tiles, or player swims into side or bottom of pool	Alert pool management when any broken tiles are noticed and cover broken edges	First Aid kit		Pool Staff

Risk: What could go wrong?	Cause	Prevention: Eliminate/ Isolate/ Minimise	Equipment	Check (tick)	Who is responsible?
Collisions between personnel on pool deck	Constant people movement around pool deck and seating	Minimise: Pool signage stating no running. Pool deck area managed by venue controller. Team managers responsible for behaviour in team seating areas.	Pool Signage. First Aid qualified pool staff on pool deck. First Aid kit.		Venue Controller
Drowning	Slipping on the side of the pool.	Eliminate: No running or pushing around the pool Diving into the pool prohibited	First Aid qualified pool staff on pool deck.		Pool Staff / Lifeguard
Trip hazards	Pool equipment & cables, swimmers gear	Isolate: Pool deck clear of excess equipment & managed by Venue Controller. All cabling & equipment secured in walk areas. Team managers responsible for ensuring swimmers keep their seating areas unobstructed.	Pool deck clear. Scoring system off the floor.		Venue Controller
Lifting injury	Moving goal bins during set-up & pack-up	Isolate: Use 2 person lift. Correct lifting techniques when picking up equipment.	First Aid qualified pool staff on pool deck. First Aid kit.		Venue Controller

STEPS TO FOLLOW WHEN ASSESSING RISKS

1. Identify the risks (losses or damage) that could result from the activity
 - Physical injury
 - Social / psychological
 - Material (gear or equipment)
 - Programme interruption

2. List the factors that could lead to each risk/loss.
 - People
 - Equipment
 - Environment

3. Think of strategies that could reduce the chances of each factor leading to the risk/loss
 - Eliminate If possible
 - Isolate If can't eliminate
 - Minimise If can't isolate
 - Cancel If can't minimise

4. Make an emergency plan to manage each identified risk/loss. Devise strategies for each risk and an associated emergency plan.
 - Step by step management
 - Equipment/resources required

5. Continual monitoring of safety during the activity.
 - Assess new risks
 - Manage risks
 - Adapt plans

RISK ASSESSMENT FACTORS TO CONSIDER

People	Resources and Equipment	Environment
<ul style="list-style-type: none"> • Outside providers / instructors • Experience • Ratios • Medical • Physical size/shape • Fitness • Anxieties / Feelings • Motivation • Special needs Educational Language abilities Cultural abilities Behaviour Physical disability • Social and psychological factors • Dropping your guard • Unsafe act(s) by participants • Error(s) of judgement by teacher(s)/instructor(s) 	<ul style="list-style-type: none"> • Information Parents/Whanau • Plan • Food and Drink • Transport • Special Equipment Rope Canoe/Kayaks Maps/compass Cameras • Equipment, maintenance, quantity, quality. • Safety equipment 	<ul style="list-style-type: none"> • Weather • Terrain • Emergency services • Security • Animals/Insects • Road use • Traffic density • Fences • Human created environment

