

COLLEGE SPORT SAFETY ACTION PLAN

DATE		Wednesday 18 September 2024
EVENT		Ki O Rahi Senior Championships
EVENT MANAGER		Hamish Muirhead – College Sport Auckland
PHONE NUMBER		Work: 09 845 8496 Mobile: 021 221 9000
PARTICIPANTS	Who	Secondary School Students
	Age	13 – 18-year-olds
	How Many	Approx. 240 per tournament
<u>SPECIAL CONSIDERATIONS:</u>		
OFFICIALS	Who	Tamaki Ki O Rahi / He Oranga Poutama
	How many	14
	Qualifications	Experienced Ki O Rahi players/administrators
VENUE	Manager/Contact	Hamish Muirhead
	Address	
	Phone Number	021 221 9000
	Evacuation Procedure	<input checked="" type="checkbox"/> Check venue (pre event)
		<input checked="" type="checkbox"/> Part of briefing of competitions
Building/WOF	N/A	
FIRST AID	Organisation	Event Medic
	Who	Chris Griggs
	How Many	1
	Phone Number	
	Cell Phone Number	021 460 991
	Qualifications	Trained Medic
	COMMUNICATION	Vehicle Access for Emergencies
Walkie Talkie/RT		<input checked="" type="checkbox"/>
Mobile Phone		<input checked="" type="checkbox"/>
	Speaker/PA	<input checked="" type="checkbox"/>
WAIVERS/ MEDICAL/ ENTRIES		N/A

**FRESH
WATER ON SITE?**

TOILET HYGIENE

Public toilets open onsite

BRIEFING

Responsibility

Hamish Muirhead / Danny Maera

Content

Safety, Emergency Procedures

Evacuation Procedure

Event MC will inform all attending event on both days of evacuation procedure.

ON THE DAY CHECKLIST

FIRST AID	Personnel	<u>Event Medic</u>
	Ambulance	<u>Dial 111</u>
	First Aid Kits	<u>Schools advised to bring first aid kits</u>
CELL PHONE NUMBERS <i>(on site emergencies)</i>	Event Manager	<u>Hamish Muirhead – 021 221 9000</u>
	Coach	<u>N/A</u>
	Media	<u>N/A</u>
	Ambulance	<u>Advise Event Medic of medical event & ambulance called by Event Medic</u>
	First Aid	<u>Event Medic – Chris Griggs - 021 460 991</u>
	EQUIPMENT	Cones
	Signs	<input checked="" type="checkbox"/>
	Ropes	<input checked="" type="checkbox"/>
	Tables/Chairs	<input checked="" type="checkbox"/>
	Marquee	<input checked="" type="checkbox"/>
	Gazebos	<input checked="" type="checkbox"/>
	First Aid Kits	<input checked="" type="checkbox"/>
	Loud Haler	<input checked="" type="checkbox"/>
	Standards/Tape	<input checked="" type="checkbox"/>
	Water/Ice	<input checked="" type="checkbox"/>
	Hi Viz Vests	<input checked="" type="checkbox"/>

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

RISK MANAGEMENT PLAN / RISK ACTION PLAN

EVENT Ki O Rahi Senior **Manager** Hamish Muirhead / **Date** Wednesday 18/10/2024
 Championships Danny Maera

Risk: What could go wrong?	Cause	Prevention: Eliminate/ Isolate/ Minimise	Equipment	Check (tick)	Who is responsible?
Heat Stroke	<ul style="list-style-type: none"> • UV Protection • Inappropriate clothing • Not drinking fluid 	<ul style="list-style-type: none"> • Provide use and access of sunblock • Schools encouraged to bring water • Provide water and shade • Wear a hat • MC to promote slip, slop,slap, cover up and hydrate 	<ul style="list-style-type: none"> • Sunblock • Water available on site 	✓ ✓	<ul style="list-style-type: none"> • Students • Coaches • Managers • Teachers • Parents • Event organisers to promote awareness
Dehydration	<ul style="list-style-type: none"> • Not drinking fluid • Inappropriate clothing 	<ul style="list-style-type: none"> • Schools to bring water • Provide water and shade • Provide use and access of sunblock • MC to promote hydration, cover up 	<ul style="list-style-type: none"> • Water reservoirs on site 	✓	<ul style="list-style-type: none"> • Students • Coaches • Managers • Teachers • Parents • Event organisers to promote awareness
Muscle Injuries	<ul style="list-style-type: none"> • Terrain • Not warming up • Unnatural movement 	<ul style="list-style-type: none"> • Ensure coaches promote warming up and down before and after games • Event organisers to check grounds for holes • MC to promote: warm up/warm down, injury awareness 	<ul style="list-style-type: none"> • Ice • Medic onsite 	✓	<ul style="list-style-type: none"> • Students • Coaches • Managers • Teachers • Parents • First Aid officers

Fractures	<ul style="list-style-type: none"> • Terrain • Collision 	<ul style="list-style-type: none"> • Ensure participants are aware of danger areas • Check for holes and fill in holes where necessary • Games refereed by trained referees to maintain safe play 	<ul style="list-style-type: none"> • Medic onsite 	√	<ul style="list-style-type: none"> • First Aid officers • Event organisers
First Aid	<ul style="list-style-type: none"> • Cuts • Bruises • Sunburn • Grazes 	<ul style="list-style-type: none"> • Check fields for risk areas • Medic area location given during briefing 	<ul style="list-style-type: none"> • Table/Chairs • Medic on site 	√ √	<ul style="list-style-type: none"> • First Aid officers • Students • Coaches • Managers • Teachers/ Parents
Vehicle accident in the carpark	<ul style="list-style-type: none"> • Lack of attention by drivers 	<ul style="list-style-type: none"> • Using cones and ropes allowing safe and visible access in and out of the car park • Area around clubrooms to be coned off for official parking only • Students advised to stay clear of carpark 	<ul style="list-style-type: none"> • Cones • Signage • Hi Vis vests 		<ul style="list-style-type: none"> • Event organisers • Car park marshall
Unknown people present	<ul style="list-style-type: none"> • Inappropriate behaviour by non-participants 	<ul style="list-style-type: none"> • Participants will be wearing identifiable uniforms • Kaimahi will scope area for strangers 	N/A		<ul style="list-style-type: none"> • Event organisers • Teachers
Crowd Control	<ul style="list-style-type: none"> • Unsafe behaviour • Crossing on to fields 	<ul style="list-style-type: none"> • Field of play defined • Instructions given to those entering playing areas • Reminders given of where to and to not be during briefing. 	N/A		<ul style="list-style-type: none"> • Event organisers • Teachers

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

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

2. 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

3. 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

4. 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