Event: CSSA HZSA Schools State Triathlon

Event Co-ordinators: Linda Heslehurst: CSSA Executive Officer + Elite Energy

Person/s Completing Assessment: Linda Heslehurst

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| **How likely is it to occur? (LIKELIHOOD)** | **I. CATASTROPHIC**  Fatality or permanent disability, loss of operating capability, toxic release with detrimental effect | II. **MAJOR**  Extensive injuries, operating capability delayed, toxic release with no detrimental effect | III. **MODERATE**  Medical treatment required | IV **MINOR**  First aid treatment required, | V I**NSIGNIFICANT**  No injuries, near miss situation |
| A **HIGHLY PROBABLE**  Is expected to occur in most circumstances | **1H** | **3H** | **6H** | **10M** | **15M** |
| B **LIKELY**  Will probably occur in most circumstances | **2H** | **5H** | **9M** | **14M** | **19L** |
| C **MODERATE**  Should occur at some time | **4H** | **8M** | **13M** | **18L** | **22L** |
| D **LOW**  Could occur at some time | **7M** | **12M** | **17L** | **21L** | **24L** |
| E **RARE**  May occur only in exceptional circumstances | **11M** | **16L** | **20L** | **23L** | **25L** |

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| **Priority for Action** | |  | **Hierarchy of Control Measures** | |
| **Risk Score** |  |  | Eliminate | Eliminate the hazard completely |
|  | Substitute | Provide an alternative product that is capable of performing the same task safely. |
| 1 - 6 = High Priority | Act now |  | Isolate or Engineering controls | Implement or construct a physical barrier or guard. |
| 7 - 15 = Medium Priority | Action required as soon as possible |  | Administration | Develop procedures in consultation with workers to minimise risk associated with hazards. Provide consultation, training, safework method statements, instruction and supervision about the controls to minimise the risks associated with the hazard. |
| 16 - 25 = Low Priority | Action required as soon as possible OR  Monitor Risk and if risk increases, take action. |  | Personal Protective Equipment | Specify appropriate personal protective equipment to be use. |

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| **Hazard** | **Assessment** | **Priority for Action** | **Hierarchy of Controls** | **Preventative Action** |
| **General** | | | | |
| General accidents that occur on sporting days | 21L | Low | Administration  - with a large group of students the potential for injuries is present. This will be managed by ensuring first aid is available to all who require it. | * 1st Aid will be provided for all who require it on the day. * Each school will be supervising their students at their own school’s policy of acceptable ratio’s for excursions. All schools will be instructed to bring their own first aid equipment to further cover any first aid issues. |
| Lack of information, training or instruction | 21L | Low | Administration  - Information relating to the State Biathlon Triathlon ie. rules/regulations has been sent out to all CSSA schools via email. The CSSA Code of Conduct can also be downloaded from the CSSA website : [www.cssa.net.au](http://www.cssa.net.au) | * Schools are expected train their students to an acceptable standard of fitness for all legs of the triathlon & have a good understanding of the rules |
| Ignorance of rules and / or procedures Unsafe behaviour or attitude | 21L | Low | Administration  - CSSA Code of Conduct is clear as to expectations upon competitors/team managers/parents/spectators. | * All sports coordinators have agreed to abide by the Code of Conduct when they entered the State Triathlon. All competitors/team managers should be familiar with the code of conduct before attending the day. The CSSA Code of Conduct can be downloaded from the CSSA website: [www.cssa.net.au](http://www.cssa.net.au) |
| Extreme weather conditions – heat and cold | 21L | Medium | Substitute  - should severe thunderstorms be apparent or forecast to the extent that the competition would be unsafe the event would be cancelled, and an alternative date would be sought.  - if extreme heat is forecast and occurs during the day then events will either be shortened, cancelled or postponed to later in the day when it is cooler. | * The convenor of the event has a list of participating schools and should inclement weather be forecast all schools would be contacted to notify the postponement of the event. * Consultation between the 1st Aid staff and carnival convenor if heat becomes extreme and with the safest course of action decided upon. |
| Transport to and from your activity | 21L | Low | Administration  - Responsibility is with the students’ school and or parents |  |
| Sun Sense & Dehydration | 21L | Medium | Administration  - All competitors are reminded hydrate prior to competing. They are also reminded to Slip, Slop, Slap before their event & reapply through out the day. | * When not competing, students are recommended to wear a hat. Water should be carried by all competitors throughout the day, especially on the bike leg. No canteen facilities are available at the venue so all food & water must be brought in on the day |

**Change Rooms**

CSSA recognises that children are particularly vulnerable in change rooms and that measures must be put in place to ensure that children are able to safely get changed without fear of intrusion or fear for their safety.

Generally, the expectation of CSSA is that **Member School Staff** and **Member School Volunteers** would appropriately supervise change rooms in accordance with NSW Department of Education guidelines. The same goes for **CSSA Staff** and **CSSA Volunteers** who may be required to supervise change rooms in the course of supervising **CSSA Representatives** at **Non-CSSA Events**.

Those guidelines are that change rooms should be supervised and supervisors should adhere to the following guidelines:

* give explicit instructions and guidelines for behaviour in change rooms
* set a routine for going into change rooms and keep to it
* announce to students when entering the change room and allow time for students to cover up, and
* do not stand in change rooms while students are changing as students have a right to privacy.

While the issue of a supervisor of either sex supervising the change rooms of both sexes poses some difficulties, some suggestions for supervisors in this situation include:

* give explicit rules about what is expected of students' behaviour in the change rooms
* ensure that students know that if there is an emergency you will enter the change room
* choose two student representatives to report to you about any problems in the change rooms
* ask the students to come out of the change room if there is any disturbance
* if for some reason the students remain in the change room seek a person of the appropriate sex to go in, and
* if there is an emergency, let students know you are coming in and give a warning to cover up before going in.

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| **Swim** | | | | |
| Students not able to swim distance | 17L | High | Administration  - many students competing in this triathlon may be inexperienced at the sport and as such need to be closely monitored to ensure all competitors complete the swim course safely or are offered assistance immediately when they require it. | * The entry form for students clearly indicates the distances for students and the requirement they need to be suitably prepared for the event. * There will be an aluminium dingy in the water to monitor all student movement and assist any competitors in difficulty. * There will also be a kayak in the water to further assist any swimmers displaying problems. * Wave starts of swimmers will be kept to a maximum of 35 to ensure that all competitors can be adequately managed. |
| Students going the wrong way in the water | 24L | High | Administration  - as students are inexperienced then the potential for them to swim off course is increased, steps need to be taken to ensure that this does not occur to ensure safety for all competitors. | * There will be a thorough race briefing in the morning for all competitors to explain the course. * There will be a map of the course on display for all to see. * There will be a kayak leading the way in the water for all swimmers to follow. * Swim course designed so that there is only one swim buoy that needs to be swum around limiting the possibility of swimming in the wrong direction. |

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| **Bike** | | | | |
| Students going the wrong way on the bike causing an accident | 21L | High | Administration  - cyclists may be moving at a considerable speed and any deviation on the course has the potential to cause an accident. Significant care needs to be taken to ensure that all competitors are riding in the correct direction. | * There will be a thorough race briefing in the morning for all competitors to explain the course. * There will be a map of the course on display for all to see. * All cycling will be done in a common direction to limit chance of cyclists going the wrong way on the course. * There will be marshals or witches hats placed on the course at any junction or intersection to ensure all competitors are guided in the correct direction. |
| Student has an accident on the bike | 21L | Medium | Administration  - if for any reason a competitor does experience difficulty on the cycle course and an accident results then planning needs to ensure that they will be adequately cared for. | * There will be marshals placed on the course. They will have two-way radios to be in contact with the carnival convenor. * The bike course will be closed to all traffic other than competitors’ bikes, significantly limiting the chance of an accident. * The bike course will be visible by marshals. If an accident occurs the event director can be notified through two-way radio communication and medical help administered to the competitor as soon as possible. |
| Student has an accident at the dismount section of course | 21L | Medium | Administration  - students’ inexperience coupled with their desire to dismount from their bicycle quickly may give rise to a potential bike injury. | * At the race briefing in the morning all students will be briefed about the importance of slowing before the dismount. * A marshal will be placed at the dismount area specifically with the directive to tell students to slow down. * The briefing will also highlight Triathlon Australia rules that your helmet must stay on until your bike is racked. |
| Cars enter the bike course | 18L | High | Isolate / Administration  - any cars on the bike course will be a potential hazard this should be completely avoided if possible. | * Regatta Centre staff will be in charge of management of any traffic that may enter the course. * They will be in contact with the event coordinator to ensure any potential problems can be resolved. |

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| **Run** | | | | |
| Student runs in the incorrect direction | 21L | Low | Administration  - all students need to be accounted for during the course of the event. This includes during the run leg. Should any student deviate from the course they present a danger to themselves. Care needs to be taken to ensure this does not occur. | * There will be a thorough race briefing in the morning for all competitors to explain the course. * There will be a map of the course on display for all to see. * There will be marshals along the run course to direct runners and keep them on the correct course; these marshals shall have two-way communication with the event director. * The run course will be visible to marshals at all times. * The run course is a straight out and back design limiting any possible chance of confusion. |
| Student experiences physical difficulty | 22L | Medium | Administration  - the inexperience of students coupled with the fact that the run leg is the final stage of the triathlon has the potential for students to experience difficulty at some point during the run leg. | * Marshals will be placed at various intervals along the course to monitor the condition of the athletes. * These marshals shall have two-way communication with the event director and will be able to radio through if any medical help is required. The event director will then be able to coordinate with the 1st Aid team to organise aid as soon as possible to students. * Refreshments will be served during the run leg also to help the students remain hydrated and limit the chance of them experiencing difficulty. |

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| **Risk Warning under section 5M of the *Civil Liability Act 2002* (NSW) on behalf of CSSA and its Member Schools**  **Sporting Activities**  Christian Schools Sports Association (CSSA) administers and convenes CSSA inter-school sporting activities in which many students from Member Schools participate. Students participating in these sporting events take part in practice, trials and competitions.  CSSA and its Member Schools expect students to take responsibility for their own safety during sporting activities by wearing compulsory safety equipment, by thinking carefully about the use of safety equipment that is highly recommended and by behaving in a safe and responsible manner towards team members, opponents, spectators, officials, property and grounds. CSSA and its Member Schools also expect parents, spectators and other participants to behave in a safe and responsible manner, to comply with the CSSA Code of Conduct and to set a good example for the students.  While CSSA and its Member Schools take measures to make the sporting activities as safe as possible for participants, there is a risk that students can be injured and suffer loss (including financial loss) and damage as a result of their participation in these sporting activities, whether at training or in actual events.  Parents, spectators and officials could also be injured or suffer loss.  Injury can occur while the student, parent, spectator or official is engaging in or watching a sporting activity, or travelling to and from the event. The injury may result from a student's actions, the actions of others, the state of the premises or from equipment failure.  On some occasions, an injury can be serious (such as torn ligaments, dislocations, back injuries, concussion or broken bones). In very rare cases an injury can be life threatening or result in permanent disability. If a student, parent, spectator or official has a pre-existing injury, participating in a sporting activity could result in an exacerbation of that injury.  Students, parents, spectators and officials could also suffer loss as a result of their personal property being lost, stolen, damaged or destroyed.  CSSA does not provide Personal or Accident Insurance Cover. |

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**As a competing school we are aware that all teachers/parents/volunteers that we send to a carnival or sporting event have completed a**

**“Working with Children” prohibited employment form**