

Activity Risk Assessment

Swimming in waterways or pools

<u>MEASURES</u>	
Consequence	Likelihood
<p>Very High - Fatality/Multiple Hospitalisations</p> <ul style="list-style-type: none"> Multiple life-threatening injuries with the same cause which requires immediate treatment as in-patients in a hospital. <p>High - Extensive Injuries / Hospitalisation</p> <ul style="list-style-type: none"> Serious life-threatening injury which requires immediate treatment as an in-patient in a hospital. <p>Moderate - Medical Treatment</p> <ul style="list-style-type: none"> An injury which requires medical treatment. <p>Minor - First Aid Treatment</p> <ul style="list-style-type: none"> A non-life-threatening injury which can be adequately treated by a qualified first aider. <p>Negligible - No Treatment</p> <ul style="list-style-type: none"> A non-life-threatening injury that does not require treatment. 	<p>Almost Certain Is expected to occur in most circumstances.</p> <p>Likely Will occur in most circumstances.</p> <p>Possible May occur at some time.</p> <p>Unlikely Could occur from time to time.</p> <p>Rare May occur in exceptional circumstances.</p>

<u>MATRIX</u>		Likelihood				
		Rare	Unlikely	Possible	Likely	Almost Certain
Consequence	Very High	High (12)	Very High (17)	Extreme (21)	Extreme (24)	Extreme (25)
	High	Moderate (10)	High (15)	Very High (19)	Extreme (22)	Extreme (23)
	Moderate	Moderate (6)	Moderate (9)	High (14)	Very High (18)	Very High (20)
	Minor	Minor (3)	Moderate (5)	Moderate (8)	High (13)	High (16)
	Negligible	Minor (1)	Minor (2)	Moderate (4)	Moderate (7)	Moderate (11)

<u>RISK RATING</u>	
21-25	Extreme
17-20	Very High
12-16	High
4-11	Moderate
1-3	Minor

<u>RISK CONTROLS</u>
<p>Elimination Removal of the hazard.</p> <p>Substitution Replacing (wholly or partly) with something that is a lesser risk.</p> <p>Isolate Isolating the hazard from any person.</p> <p>Engineering Redesign the activity or equipment.</p> <p>Administrative Information, training, instructions, signage, etc.</p> <p>PPE/ PPC Personal Protective Equipment & Clothing.</p>

Definitions:

Hazard A situation or thing that has the potential to cause harm to a person or to the equipment.

Risk The possibility that harm (death, injury) might occur when exposed to a hazard.

Risk Control Taking action to eliminate health and safety risks so far as is reasonably practicable, and if that is not possible, minimising the risks so far as is reasonably practicable. Eliminating a hazard will also eliminate any risks associated with that hazard.

Consequence The effects of either the risk or hazard.

Likelihood The chance of which the risk or hazard are likely to happen.

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Staff/Leadership Team

<u>Hazard & Risk</u>	<u>Risk Rating</u>	<u>Risk Control</u>	<u>Amended Risk Rating</u>	<u>Activity leader: to answer each section below 'YES,' if able to fulfil SOPs Risk Assessment, to be acceptable to proceed with the activity.</u>
Child Safety at Events	19	<ul style="list-style-type: none"> • WWCC number provided and checked if staff are over 18yrs old. • AdSafe Training completed if staff are over 18yrs old. • Code of Conduct completed. • Staff are to remain vigilant. 	9	
Dangerous Activities	19	<ul style="list-style-type: none"> • Activities which require qualified staff to proceed for safety must control activity with a correct ratio. • Have a qualified First Aider and First Aid Kit on the activity site. 	9	
Location	19	<ul style="list-style-type: none"> • Controlled environments: Man-made pools. • Uncontrolled environments: any water mass in natural environments. • Both above environments must be prechecked by leader/s before activity starts for any hazards & suitability for the participants. 	6	
COVID-19	19	<ul style="list-style-type: none"> • All activities are to adhere to government legislation. • Have a COVID safe plan if applicable. • Have a Participant Registration if applicable. 	9	
Activity Info	21	<ul style="list-style-type: none"> • All required information to be filled in on the last two pages of this document. 	12	

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Environmental

<u>Hazard & Risk</u>	<u>Risk Rating</u>	<u>Risk Control</u>	<u>Amended Risk Rating</u>	<u>Continue: can activity leader answer 'YES'?</u>
<p>Weather</p> <ul style="list-style-type: none"> • Heat • Cold • Wind • Rain • Electrical thunders torms <p>Adverse weather can cause injury or ill health, e.g. hypothermia & hyperthermia</p>	24	<p>FOR UNCONTROLLED ENVIRONMENTS</p> <ul style="list-style-type: none"> • Check BOM for weather forecast. • Check BOM for river heights. • If activity is in tidal waters, check tides at 'tides.willyweather.com.au' & info on winds at 'windy.com'. • Minimum clothing: shorts and t-shirt over swimmers & covered shoes. • Make appropriate adjustment to meet the need for safety due to any predicted weather conditions. • Severe weather may mean the need for the activity to be cancelled or stopped. <p>FOR CONTROLLED ENVIRONMENTS</p> <ul style="list-style-type: none"> • Minimum clothing: shorts and t-shirt over swimmers. For Pathfinders doing their award for swimming, swimmers only can be appropriate. • For both environments have quick rescue strategies in place. 	6	
<p>Sun</p> <ul style="list-style-type: none"> • Sunburn • Hot Surfaces • Reflective Burn • Eye Strain or Burn 	19	<ul style="list-style-type: none"> • Use sun protection e.g. hat, rashie, and if needed eye protection. Use sunscreen before and throughout the activity. • Be more vigilant in a salt water than a freshwater environment. • Participants need to become aware that surfaces can become burning hot if temperatures become high to very high. • Have a First Aid Kit onsite. 	5	
<p>Dehydration</p> <p>Hyperthermia</p>	18	<ul style="list-style-type: none"> • Have spare drinking water at the activity. • Instruct participants to carry spare water and drink regularly. • Wear appropriate hat/cap. • First Aid Officer to carry electrolytes. 	5	

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Hypothermia	9	<ul style="list-style-type: none"> Have rescue strategies for participants who begin to have hypothermia symptoms. If this happens, stop activity to safeguard all other participants. 	5	
Bites and Stings <ul style="list-style-type: none"> Adverse reactions causing ill health or death. 	12	<ul style="list-style-type: none"> Use insect repellent if needed. FOR UNCONTROLLED ENVIRONMENTS <ul style="list-style-type: none"> Staff to remain vigilant, keeping an eye out for insects, animals, and snakes. Have a qualified First Aider & First Aid Kit on activity site. Depending on the environment: keep an eye out for dangerous marine life: stingrays, jellyfish, bluebottle, and bull sharks, etc. Depending on the circumstances stop or use alternative activity site. 	6	
Slips, Trips and Falls <ul style="list-style-type: none"> Injury 	14	<ul style="list-style-type: none"> Watch where you walk. No running with equipment & near water activity area. Wear shoes with good grip (water shoes recommended). 	5	
Water Levels (including tides) Water Swell (surging waves and currents) <ul style="list-style-type: none"> Drowning Injury 	22	<ul style="list-style-type: none"> Leader to check water conditions before the activity starts and stay vigilant for changing water conditions. Check BOM weather forecast. Check BOM for river heights. If tidal, check at tides.willyweather.com.au & info on winds at 'windy.com' Make appropriate adjustment to meet the need for safety due to water surging waves and current conditions, with the level of capabilities of the participants. 	6	
Submerged Objects, Rocks, Trees/Branches, Glass, etc. <ul style="list-style-type: none"> Drowning Injury 	22	FOR UNCONTROLLED ENVIRONMENTS <ul style="list-style-type: none"> Participants to wear covered footwear. Leader to check for submerged objects. Leader to pre-check the swimming area to see if it is suitable for diving. Depending on the circumstances use alternative activity site. 	5	

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Human

<u>Hazard & Risk</u>	<u>Risk Rating</u>	<u>Risk Control</u>	<u>Amended Risk Rating</u>	<u>Continue: can activity leader answer 'YES'?</u>
Participants Abilities <ul style="list-style-type: none"> Lack of fitness Lack of swimming ability 	14	<ul style="list-style-type: none"> Activity to be planned to cater for all the participants fitness and swimming levels. Staff to be vigilant. Activity pre-brief of the hazards, which is to give clear explanation of participant expectations. Confirm beforehand participants experience/capabilities. Participants have the right to withdraw from activity, ideally at the time of the pre-brief. 	5	
Participants Negative Behaviour <ul style="list-style-type: none"> Not following instructions Showing off Being silly Not listening Endangering self or others Causing death & injury 	22	<ul style="list-style-type: none"> Use the clubs discipline policy to address negative behaviour. 	2	
Bullying <ul style="list-style-type: none"> Emotional trauma 	21	<ul style="list-style-type: none"> Zero bullying policy to be enforced. Take any complaints seriously and take immediate action to safeguard the victim. Stop the activity and staff/leaders to separate the accused bully/ies for counselling. Use the clubs bullying policy to address an issue. 	5	
Entanglement	9	<ul style="list-style-type: none"> All loose jewellery to be removed. 	3	

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• Jewellery				
Swimmer <ul style="list-style-type: none"> Drowning Injury 	12	<ul style="list-style-type: none"> Staff to be vigilant. Staff to have the capability to rescue any swimmer under their supervision. 	3	
Human Error <ul style="list-style-type: none"> Injury 	15	<ul style="list-style-type: none"> All “Near Miss & Incidents” must be recorded and the relevant reports filled in. 	5	
Intentional Self Harm <ul style="list-style-type: none"> Injury 	19	<ul style="list-style-type: none"> Instructors to remain vigilant to negative mood shift and body language. Separate the person endangering themselves from the participants and activity, to be supervised by staff to reduce tension/anxiety within a safe environment. Check on all people within the activity for their mental wellbeing. Be aware of equipment which can intentionally become dangerous. 	6	

Equipment

<u>Hazard & Risk</u>	<u>Risk Rating</u>	<u>Risk Control</u>	<u>Amended Risk Rating</u>	<u>Continue: can activity leader answer ‘YES’?</u>
Faulty Communications <ul style="list-style-type: none"> Death Compounding injuries 	17	<ul style="list-style-type: none"> At least one leader to have emergency communication capabilities. At least one staff to have free mobile app on their phone called “Emergency Plus.” Use satellite phone if going into a wilderness area which doesn’t have mobile phone reception. In remote areas, have EPIRB (or PLB). Extra option to have waterproof UHF radios. Carry spare batteries if more than a day trip. 	10	



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		<ul style="list-style-type: none"> If using radio or phone for communications, check that they are fully charge before leaving. 		
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Extra option: Activity leader take full responsibility for 'amending SOP Risk Assessment

<u>Hazard & Risk</u>	<u>Risk Rating</u>	<u>Risk Control</u>	<u>Amended Risk Rating</u>	<u>Continue: can activity leader answer 'YES'?</u>

To be filled in by activity leader; copy be given to 'external contact person'.

Group Name:

Nearest Emergency Ward:

Activity date/s:

Helicopter Landing Area:

Date when church approved the activity:

Emergency Exit Point/s:

Number of Participants:

**Pathfinders:
Adults:**

External Contact Person:

**Leader Name:
Phone No:**

Phone No:

Activity Area:

Topographic Map/s Name:



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Activity leader/s print name and sign with date.

Version 1.0 Completed By				Version 1.2 Completed By			
Name:	Unknown	Signature:		Name:	Kev Price	Signature:	<i>KR</i>
Date:	01/06/2019	Position:		Date:	11/07/2024	Position:	Youth Administrator
Version 1.1 Completed By							
Name	Steven Bilson	Signature:	<i>SB</i>				
Date:	08/06/2022	Activity Revised					
Activity Leader/s:							
Signature:		Date:					
Name:				Name:			