

## CYC BURLEIGH – RISK ASSESSMENT

### BEACH GAMES/MINI SURF CARNIVAL

LOCATION: Tallebudgera Beach, 7 Mile Beach (Lennox Heads)

RATIO: 1:25

Likelihood	Consequence				
	1 – Insignificant	2 – Minor	3 – Moderate	4 – Major	5 – Critical
5 – Almost Certain	Medium	Medium	High	Extreme	Extreme
4 – Likely	Low	Medium	High	High	Extreme
3 – Possible	Low	Medium	High	High	High
2 – Unlikely	Low	Low	Medium	Medium	High
1 – Rare	Low	Low	Low	Low	Medium

Risk level			Action required
<input type="checkbox"/>	Low	Little chance of incident or injury	<ul style="list-style-type: none"> <li>Manage risk through regular planning process</li> </ul>
<input checked="" type="checkbox"/>	Medium	Some chance of an incident and injury requiring first aid	<ul style="list-style-type: none"> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> </ul>
<input type="checkbox"/>	High	Likely chance of a significant injury requiring medical treatment	<ul style="list-style-type: none"> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> <li>Principal or head of program approval is required prior to conducting the activity</li> </ul>
<input type="checkbox"/>	Extreme	High chance of a serious incident resulting in a highly debilitating injury	<ul style="list-style-type: none"> <li>Consider conducting an alternate activity or make modifications to the activity that could achieve comparable learning outcomes</li> <li>Manage risk through regular planning process &amp; complete this form</li> <li>Parent/carer consent required for underage participants</li> <li>Principal or head of program approval is required prior to conducting the activity</li> </ul>

## Supervision requirements

All CYC instructors/leaders/staff:

- will carry first aid kits
- have a current blue card/working with children check
- have been assessed and deemed competent in the respective activity
- have the following qualifications as a minimum:
  - HLTAID006 Provide advanced first aid
  - HLTAID001 Provide CPR
  - HLTAID007 Provide advanced resuscitation
  - SISCAQU002 Perform Basic Water Rescue

## Equipment/facility requirements

- All CYC instructors/leaders carry mobile phone for communication
- Emergency vehicle access is available
- All equipment meets Australian standards (where applicable) and is in good working order

## Hazards

Environmental hazards	Control measure
<b>Animal bites/diseases</b> Stings, poisoning, infection	Observe wildlife from a safe distance. Instruct students not to feed wildlife and how to respond to approaching wildlife. Adhere to established practices regarding the use of insect repellent, outlined in <u><a href="#">insect viruses and allergies</a></u> .
<b>Environmental conditions</b> Weather, sun, humidity	CYC's sun safety policy must be followed. Assess weather and environmental conditions prior to participating outside. Brief all participants on the potential hazards (e.g., rips, currents, steep slopes). Constantly monitor surroundings for weather, terrain, and wildlife hazards during the activity. Follow the <u><a href="#">managing excessive heat in schools guidelines</a></u> when participating in very hot or extreme heat conditions. Monitor participants for cold related illness (e.g., hypothermia) in cold weather conditions.

Facilities and equipment hazards	Control measure
<b>Instructional aids</b>	Check instructional aids (e.g., rescue boards, flags) for damage before and during the activity. Do not use aquatic toys as instructional aids. Prevent participants from swimming under pontoons, boats, and platforms.
<b>Manual handling</b> Lifting equipment, manipulating/moving students	Use correct manual handling processes when lifting, lowering, pushing, pulling, or carrying.
Student considerations	Control measure
<b>Injury</b>	Students aware of the location of emergency and first-aid equipment.
<b>Deep water</b> Risk of drowning, submersion	Allocate safe swimming areas (e.g., shallow water) for non-confident or reluctant swimmers. Provide learning experiences appropriate to swimming confidence and competence. Closely monitor students in deep water. Restrict access if turbulence may be expected (e.g., where a waterfall empties into deep water).
<b>Entanglement</b>	Wear swimming caps if hair poses a hazard. Remove accessories (e.g. jewellery, lanyards) before participating.
<b>Hyperventilation</b>	Encourage participants to take a full/deep breath before submerging. Closely monitor students for involuntary multiple, shallow breaths. Do not allow competitive breath-holding or 'no-breath' underwater games.
<b>Physical exertion</b> Exhaustion and fatigue	Establish rest stops, considering the age and fitness level of students. Ensure drink breaks occur regularly. Continually monitor participants for signs of fatigue and exhaustion. Adopt system of signals to clearly communicate the need for assistance if in difficulty.
<b>Student issues</b> Student numbers, special needs, high risk behaviours, medical conditions, separation from the group	Implement procedures (e.g., buddy system, roll marking mechanisms) to account for all participants. Have students wear easily identifiable clothing (e.g., high visibility rash vest). Ensure staff can easily recognise those students with health support needs (in and out of the water) and are familiar with their needs. Limit the number of students in the water when close supervision is required.

<b>Visibility</b>	<p>Have students wear easily identifiable clothing (e.g., high visibility rash vest).</p> <p>Ensure staff can easily recognise those students with health support needs and are familiar with their needs.</p>
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## Further control measures

- CYC will make every effort to ensure all participants are included in the lesson. However, it is the responsibility of the participant themselves and/or their teacher/care giver, to decide whether the activity is suitable for the participant in question, taking into consideration the terrain, equipment provided, physical ability of the participant and any other factors that may impact the participant's ability to participate.
- It is the school's responsibility to ensure a supervising teacher/adult remains with any student in need of individual support, at all times.
- Check activity location on the day of the event for unexpected hazards.

*When considering 'further controls' start at the top of the following 'hierarchy of control'- the higher on this list the more reliable the control:*

- Eliminate – some activities may need to be eliminated if the risks can't be controlled e.g. swimming in a dangerous rock pool
- Substitute - lower risk activity with same outcome e.g. swimming at a patrolled beach between the flags
- Redesign - change or reorder activities e.g. swimming activity changed to a cooler time of day to avoid peak sun exposure
- Isolate – provide clear instructions to participants at the start of an activity e.g. set boundaries to keep participants out of problem areas
- Admin controls – plan & coordinate each action of an activity e.g. clear rules & expectations for activity, supervision roster
- Personal protective equipment – last option that should be considered but, in some cases, the only practical control e.g. approved helmet for horse riding

## Review

*This workplace health and safety risk assessment is to be reviewed when:*

- *Review date is reached*
- *An incident where staff or students are injured*
- *Any staff member considers the level of risk has become unreasonable*
- *Circumstances change significantly*
- *There is new information that may influence the risk assessment*

Date created                      April 2015  
 Date modified                    February 2024  
 Review date                        February 2025