

**SACPSSA NETBALL CARNIVAL RISK ASSESSMENT YEAR \_\_\_\_\_**

**WORKPLACE:** NETBALL SA PRICELINE STADIUM & SACPSSA

**ASSESSOR'S NAME(s):** Darren Elliott

**DATE:** to be reviewed 02/2020

**DESCRIPTION OF TASK:** SACPSSA NETBALL CARNIVALS

**LOCATION:** NETBALL SA PRICELINE STADIUM 155 Railway Terrace Mile End, South Australia, 5031

**DATE OF EVENT:** \_\_\_\_\_ (9.30am – 2:30pm)

**NUMBER OF STUDENTS** – 20 schools per day

**YEAR LEVEL:** 3-7 inclusive

**CONTACTS:** SACPSSA Netball Coordinator – Darren Elliott  
Netball SA Site supervisor - Andie Maxwell/ Nadie Henson

**MODE OF TRANSPORT:** Each school responsible for their own transport to and from the Netball carnivals.

**VOLUNTEERS:**

- Volunteers attending:** Yes/No (Please see section on volunteer details)

**EVENT SUMMARY:**

- Site Induction conducted by SACPSSA Netball Coordinator – Darren Elliott
- Program of events.
- PA system and walkie talkies to be provided at the event.

**Risk Assessment Authorised By:** ..... **Date:** / /

**Signed:** \_\_\_\_\_

## SACPSSA NETBALL CARNIVAL RISK ASSESSMENT YEAR \_\_\_\_\_

Q1 Hazard Identified	Q2 Likelihood/ Consequence	Person/s Responsible	Q3 Current Controls	Q4 Effective Yes/No	Q5 Risk Rating	Q6 New/Additional Controls Required	Q7 Re-rate Risks
<b>SITE INDUCTION:</b>							
<b>Injury or incident resulting from lack of Site information</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> Moderate	SACPSSA Netball Coordinators / site supervisor	<input type="checkbox"/> Site Induction to be conducted by Event coordinator at commencement of event including: - Location of first aid facilities. - Location of toilets. - No smoking. - Emergency Procedures	Y	H	<u>First Aid officers present at each carnival day &amp; stationed within the complex.</u>	L
<b>TRANSPORT TO VENUE:</b>							
<b>Walking to and from transport</b>	<u>Likelihood:</u> Catastrophic/ Unlikely to occur, but could happen.	Staff supervisors from each school	<input type="checkbox"/> Teachers attending to supervise the entry from buses into the centre  <input type="checkbox"/> <input type="checkbox"/> Brief participants on rules and behaviour  <input type="checkbox"/> Ensure bus drops-off and picks-up children in the area adjacent to the entrance path  <input type="checkbox"/> Remain on pedestrian pathways and utilise pedestrian crossings at all times		E	<input type="checkbox"/> Students to walk in controlled lines on the footpaths or areas as directed by the teacher.	M
<b>SUPERVISION:</b>							
<b>Child not supervised and is lost or abducted from venue.</b>	<u>Likelihood:</u> Catastrophic/ Unlikely to occur but could happen.	Staff supervisors from each school	<input type="checkbox"/> Each school and their staff are responsible for their own students. This includes all students and parents who accompany their school.	Y	E	<input type="checkbox"/> Police called immediately if security is breached.	L
<b>Watching and waiting for events- Exposure to sun, wind, rain and dehydrations</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> catastrophic	Participants and staff supervisors from each school	<input type="checkbox"/> Encourage students to follow sunsmart policy <input type="checkbox"/> Seat children under the shade areas provided <input type="checkbox"/> Schools to be seated under sheltered areas around the courts <input type="checkbox"/> Schools to bring extra shade tents if necessary	Y	E		M

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			<input type="checkbox"/> Remind children to drink fluids				
<b>PARTICIPATING IN ATHLETICS EVENTS:</b>							
<b>Injuries while participating</b>	<u>Likelihood:</u> Moderate/Likely to occur at some time. <u>Consequence:</u> Major	Supervising teachers	<input type="checkbox"/> Supervisors and teachers are in full view of courts at all times. <input type="checkbox"/> All athletes must be competent to compete in their activity. <input type="checkbox"/> Follow stadium rules <input type="checkbox"/> Brief participants on rules and behavior at the commencement of the carnival <input type="checkbox"/> Teachers to fully supervise their students	Y	E	First Aid officers on hand at all times??  Ambulance access to stadium.	L
<b>Use of courts Inspection of</b>	<u>Likelihood:</u> Moderate/ Likely to occur at some stage <u>Consequence:</u> Moderate	Supervising teachers/ volunteers/ SACPSSA staff	<input type="checkbox"/> All equipment (netball balls & bibs) are provided by each participating school. <input type="checkbox"/> All equipment is in line with SACPSSA guidelines & inspected by schools prior to commencement of the carnivals. <input type="checkbox"/> Condition of the courts to be assessed by site supervisor & carnival coordinators each carnival.	Y	H		L
<b>Weather Conditions – Hot weather Wet weather/Storm</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> Minor	SACPSSA Netball Coordinators	<input type="checkbox"/> SACPSSA Supervisor to check with Weather Bureau website for weather warning prior to event. If storm threatens SACPSSA Supervisor will cancel event.  <input type="checkbox"/> School to provide water provisions for heat.  Sunscreen and hats required and provided by SACPSSA for assisting staff and volunteers.	Y	M	SACPSSA Netball Coordinators to make decision 24 hours prior to event – event postponed/cancelled if inclement weather.	
<b>MOVEMENT IN AND AROUND THE STADIUM:</b>							
<b>Court areas Inside courts &amp; surrounding areas</b>	<u>Likelihood:</u> Minor / Likely to occur at sometime <u>Consequence:</u> Minor	Supervising teachers	<input type="checkbox"/> The courts will only be occupied by competitors & officials <input type="checkbox"/> Spectators around the edge of courts are to keep walkways clear <input type="checkbox"/> Indoor courts must only be occupied by competitors and officials when scheduled to play	Y	M	School will provide first aid kits and asthma packs.  School staff to supervise students at all times.	L

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<b>Access/ Egress – easily accessible in the event of fire or other emergency</b>	<u>Likelihood:</u> Unlikely to occur, but could <u>Consequence:</u> Moderate	SACPSSA Netball Coordinators / site supervisor	<input type="checkbox"/> Clear signs to EXITS – bring to attention during briefing. <input type="checkbox"/> Entrance/Exits must be clear of equipment at all times. <input type="checkbox"/> Emergency Assembly area and site plan available.	Y	M	Emergency vehicles met at front gate and escorted in	L
<b>Traffic flow - emergencies</b>	<u>Likelihood:</u> Unlikely to occur, but could <u>Consequence:</u> Moderate	SACPSSA Netball Coordinators / site supervisor	<input type="checkbox"/> Provisions for safe passage of emergency and other vehicles through pedestrian traffic. Staff will supervise area.	Y	M	P.A. used to clear area and call staff for assistance.	L
<b>VOLUNTEERS</b>							
<b>Volunteers injured or unwell</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> Moderate	School staff	<input type="checkbox"/> All volunteers supplied by participating schools and are required to have CEO Police Checks. <input type="checkbox"/> Volunteers identified by SACPSSA Volunteer badge. <input type="checkbox"/> First Aid officers present & Schools responsible for first aid of their students.	Y	H		H
<b>Smoking related injury</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> minor	Site coordinator	<input type="checkbox"/> No Smoking signs displayed on buildings.	Y	M		L
<b>Voice Care injury</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> Moderate	SACPSSA Netball Coordinators	<input type="checkbox"/> PA system used at carnivals <input type="checkbox"/> Microphone for announcer <input type="checkbox"/> Walkie Talkies <input type="checkbox"/> Mobile phones	Y	H	Water available for all staff.	L
<b>SACPSSA Assisting Teachers Injury/incident</b>	<u>Likelihood:</u> Likely to occur at sometime <u>Consequence:</u> minor	SACPSSA Netball Coordinators	<input type="checkbox"/> Induction to occur prior to event – Advise of procedures re: supervision, hat, water, sunscreen.	Y	M	Induction conducted again on the day	L

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## RISK ASSESSMENT INSTRUCTIONS

This instruction provides a step-by-step guide in the use of the general Risk Assessment document.

Identify the subject of the risk assessment e.g. task, equipment, substance, plant, stress, voice, etc.

- Q1 Identify the hazards e.g. fall from height, workstation design, voice, stress, etc
- Q2 What are the risks/consequences that harm/danger will occur.
- Q3 Identify any current controls in place e.g. scaffolding, ergonomic furniture, amplification systems, etc
- Q4 Decide if the existing controls are effectively controlling the risks, answer Yes or No.
- Q5 Rate each risk using the Risk Calculator, which is located below the risk assessment table (inclusive of current controls).
- Q6 Include any new or additional controls.
- Q7 Re-rate the risks.

Authorised person to sign the form.

Note that if a task etc is performed many times it is only necessary to conduct the one risk assessment unless the task or any circumstances change.

Risk Calculator						
		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Almost certain to occur in most circumstances.	High	High	Extreme	Extreme	Extreme
	Likely to occur frequently.	Medium	High	High	Extreme	Extreme
	Likely to occur at some time.	Low	Medium	High	Extreme	Extreme
	Unlikely to occur, but could happen.	Low	Low	Medium	High	Extreme
	May occur, but probably never will.	Low	Low	Medium	High	High

Definition of Risk	
<b>Low</b>	Action not urgent within 3 months.
<b>Medium</b>	Action as soon as possible – within 1 month.
<b>High</b>	Action within 24 hours.
<b>Extreme</b>	Immediate action.

Hierarchy of Control	
<b>1. Eliminate</b>	Remove the hazard.
<b>2. Substitute</b>	Replace with less hazardous.
<b>3. Isolate</b>	Use guards or barriers.
<b>4. Engineer</b>	Redesign.
<b>5. Administration</b>	Training, information, safe work procedures.
<b>6. Personal Protective Equipment</b>	Gloves, goggles etc.