



BLAXLAND PUBLIC SCHOOL

The small, friendly mountain school.

Caring for children.

SAFE CONDUCT of SPORT and PHYSICAL ACTIVITY POLICY



POLICY STATEMENT

Students participate in planned sport and physical activities at various levels regularly throughout their schooling years.

Blaxland Public School is committed to providing sport in a safe, relevant and supportive environment.

STATEMENT OF PURPOSE

School sport plays a significant role in Australian students' education. It is a part of our culture and emphasises fair play, participation, skills development and healthy competition.

Participation in a safe environment provides opportunities for students to have fun, enjoy physical activities, peer interaction and achieve personal goals, ultimately leading to social development, personal development, enjoyment in life and the development of a lasting healthy lifestyle.

Blaxland Public School will ensure:

- safe, contemporary and quality educational practices in the approach to sport
- duty of care to all personnel and participants through good practice procedures
- Department of Education and Training guidelines and policies direct practices and procedures for safe conduct of sport and physical activity.

DEFINITION

Physical Activity is the umbrella term to include exercise, fitness activities, active recreation and sport.

These activities will usually be engaged in during teaching and learning situations and whole school activities and may involve:

- organised training or practice and organised competition, for example, athletics, gymnastics, ball games, cricket, netball, basketball and all codes of football,
or
- organised and structured physical recreational activities, for example, swimming, abseiling, bushwalking and canoeing.

Playground games initiated by students at recess and lunch time, informally for enjoyment and recreation will not be subject to the guidelines for Safe Conduct of Sport and Physical Activity which occurs under the direct supervision of staff and or school support personnel, such as parents.

Playground games are supervised by a duty teacher in the normal course of playground duty and come under the auspices of the Student Welfare Policy and School Discipline Code. Students know and understand appropriate games for the playground through school specifically defined roles, rules, strategies and expectations for safe play behaviour, prior to school, recess and lunch time. This is consistently reinforced at class, assembly and group or individual levels when required, through the year.

Safe Participation

Physical activity in the school setting takes place in a variety of contexts and includes formal inter and intra-school competitive sport, physical education, formal and informal recreation activity, general leisure activity, fitness activities and adventure sports.

Effective prevention measures are based on an understanding of the inherent nature of the activity or sport, its players or participants and the external environment.

Protective equipment use to prevent and control injury is increasing and ranges from helmets, eyewear, mouthguards, shin pads, gloves and genital protectors.

Blaxland Public School recommends the use of personal protective wear. Refer to the specific sport activities for appropriate protective wear recommendations and *Recommendations for Personal Protective Wear for Parents*.(Appendix A)

Supervision and Welfare of Students Engaged in Sport and Physical Activity

The Principal will:

- oversee the supervision plan of students for school sport and other physical activity programs.
- assess the nature and location of the activity, the number of students involved, age and maturity of students, method of travel, the combined experience / expertise of the staff and qualifications and experience of the adult supervisors in consultation with teachers.
- ensure parents are informed as to location, costs, mode of travel, supervision arrangements, activities and dismissal times
- seek parent permission where appropriate (refer to Appendix B)
- seek a term block of permission for a specific sport activity, where appropriate refer to Appendix B)
- ensure adequate student supervision of students travelling to and from sport and physical activities. (refer to Appendix B)
- ensure any adult supporting with student supervision has signed a declaration that they have no convictions that would preclude them working with children
- ensure casual staff is not on the department's not – to – be employed list.

The Teachers will:

- vigilantly supervise all students in their care
- ensure parent permission has been received, where appropriate
- consult with the Principal, notifying of any special needs requiring additional personal or support
- ensure parents are informed through the dissemination of notes and information
- ensure students understand they are not to leave the school grounds prior to normal finishing time, or the scheduled finishing time at a non – school venue without permission from parents or caregivers.

The Students will:

- deliver notes and information received at school to their parents
- demonstrate responsible behaviour travelling to and from sporting venues
- demonstrate appropriate behaviour at the sporting venue and during sporting activities
- follow through on teacher and supervisor instructions – aware that this is for their safety
- abide by school rules, ensuring they do not leave the school grounds or venue without parents and teacher permission
- talk to a supervising teacher of any concerns they may have.

The Parents will:

- return permission notes by the due date
- return and payments required by the due date
- inform the class teacher of any relevant information regarding their child / children

Coaching Competency

- Coaches or instructors may be deemed to have sufficient competency where they can demonstrate experience or competencies which are applicable to the activity.

The Principal will:

- ensure a Department of Education and Training (DET) employee with cardio – pulmonary resuscitation (CPR) training will be present at swimming or water activities, overnight excursions
- ensure a DET employee with Emergency Care training is present at sporting events.

The Teachers will:

- plan for progressive skill development in sport
- be aware of specific strength and physical requirements of activities, particularly for students selected in school representative teams

The Students will:

- cooperate and interact with coaches and instructors politely and appropriately
- follow through on teacher and supervisor instructions – aware that this is for their safety

The Parents will:

- support the team coaches and their child/children as they are able

Supervision of Students While Engaged in Activities Conducted Under The Auspices of The School

- The school retains overall responsibility for supervision and duty of care of students.
- Mandatory Child Protection Guidelines for schools continue to apply.
- Educational services offered to the school from outside agencies are assessed by the Principal and School Staff.
- The Principal may require references, qualifications, evidence that they are not listed as 'Not to be Employed' by DET and or a criminal check.
- The service will be required to sign a declaration stating they have no criminal record that preclude them working with children if they cannot provide evidence of having done so.

Supervision at Carnivals, Gala Days, Walkathons etc

- Supervision will be based on student numbers, special needs of students, location, nature of the event, transport and spectator arrangements.

The Principal will:

- oversee supervision arrangement in consultation with staff
- oversee parent information and notes

The Teachers will:

- be aware of nominated restricted areas such as specific areas of the playground or venue, play equipment etc and supervise accordingly
- supervise students transporting to and from the venue
- supervise spectators as a dedicated point duty
- support as carnival officials where able and will not be responsible for supervising spectators while involved in officiating activities

The students will:

- cooperate with teacher instructions and requests
- demonstrate responsible and appropriate behaviour

The Parents will:

- support teacher instructions and requests
- support their child / children as able.

Students and teachers engaging in community team activities without the endorsement of the school will be considered private citizens. In these circumstances neither the school nor the Department of Education and Training (DET) will accept any responsibility in respect of students and teachers who may choose to become involved.

Supervision Out of School Hours

- The school will seek parent permission for out of school hours coaching of sporting teams from parents.
- Times stated for practise must be adhered to – parents must be informed of any variation to routine prior to the change.
- A student waiting for parent arrival must not be unsupervised / nor should they be supervised in a closed / private area.
- Parent permission must be sought in order to transport a student home.
- If a student is transported home alone without the presence of another person the student must sit in the back left hand seat. Record departure and arrival times.
- The school recommends the coach has an assistant coach or other supporting adult.

Activities at Camps Organised and Conducted by The Department of Sport and Recreation and Other Agencies.

Camps are designed to reinforce, supplement and extend the formal education of students in environmental education and living skills.

The School will ensure the camp:

- has a supervision policy that is adequate in terms of age, maturity, gender, special needs, accommodation and activities. The plan should be explicit in roles and responsibilities.
- director forwards an assessment and management plan prior to camp organisation.
- centres not administered by Sport and Recreation have activities, staff qualifications and child protection that conform to Department of Education and Training (DET) guidelines. In this situation Blaxland Public School teachers will retain primary supervision of Blaxland Public School students.
- details are forwarded to parents providing information on organisation, transport, types of activities, departure and arrival times, students needs, permission notes, illness and injury management strategies, staff expertise and qualifications, attending teachers and accommodation.
- activities are the scheduled activities parents have granted permission for. No unscheduled activities will be participated in that would have required parent permission

The Department of Sport and Recreation instructional staff is qualified teachers with training and certificates in CPR and Emergency Care. They have participated in Child Protection training and have signed declarations declaring they are not a danger to children.

As these are the qualifications that NSW Department of Education and Training Teachers possess DET recognises the instruction staff as teachers eligible to take joint responsibility of NSW State Public students.

Physical Contact with Students

There are many natural interactions between students and their teachers in the course of a day where touch may be involved. It is appropriate for a teacher to help a young child hold a pencil comfortably, or support a child physically when learning to swim, attempt a forward roll etc.

Safety guidelines in for example, gymnastics requires a spotter to provide safe rolls and landings that may result in what is considered appropriate touching.

At Blaxland Public School:

- Child Protection procedures are in place to ensure students are safe
- Teachers will let a student know if they need to touch them to demonstrate a stand, throw or particular movement for example in gymnastics. They will clarify the area such as the waist, arm shoulder etc that they will touch.
- Teachers will ask permission to touch.
- Teachers will explain that sometimes a teacher may attempt to support a student coming down off equipment – particularly if there is concern and sometimes the 'catch' may not go as planned due to safety reasons.
- Teachers may ask for volunteers for demonstrations
- A student may and can decline an offer by a teacher to assist them or demonstrate and activity because it includes touching. The teacher will respect their right to refuse.

Sports Injury Prevention Measures and Strategies

Injury Countermeasures

Blaxland Public School will implement best and sound practice in injury countermeasures. This will include the:

- education of students and teachers in sport safety;
- implementation of the Personal Development, Health and Physical Education (PDHPE) syllabus and specific sports programs;
- education in injury prevention and adherence to codes of conduct,
- teacher personal development in sport and
- personal protective wear recommendations for parents.

Injury Management and Rehabilitation

Despite application of the best methods there is always the possibility of injury when participating in sport and physical activity.

Injury management includes first aid, transport, rehabilitation and education.

Blaxland Public School will:

- provide immediate treatment for a minor or referral of a major injury;
- contact appropriate centre or persons for injury treatment;
- notify parents of injury where applicable;
- take responsibility for administering minor first aid;
- follow DET procedures for accident reports and records of accidents;
- ensure first aid kits and first aid room equipment and materials is current and stocked

Personal Protective Equipment

Blaxland Public School will:

- provide parents with a recommendation of personal protective wear for their child / children. Refer to Appendix A
- educate teachers, parents and coaches in the use of protective wear.
- ensure the wearing of protective wear where specified in Guidelines for Specific Activities section of the policy.

Playing Equipment

- Play equipment may be modified to assist in providing a safer playing environment where a student is unable to wear protective wear.
- Equipment will be assessed in terms of student size, checked for safety and maintained.

Stretching, including warm – up and warm - down

Blaxland Public School perceives warm – up, prior to stretching as an essential and successful preventative activity.

The warm – up;

- raises temperature in muscles, increasing circulation around joints;
- increases oxygen delivery to muscles preparing them for more vigorous activity;
- encourages stronger, faster muscle contraction;
- raises heart rate gently reading the body for activity.

Exercise movements to be avoided include:

- neck rolling / circling;
- neck movement forward / backward;
- touching toes;
- bending backwards;

- straight leg sit ups;
- straight leg raises;
- sit ups with held ankles;
- feet over head to touch the floor;
- full knee bends;
- knee rotation;
- duck walking;
- hurdles stretch;
- locking / snapping elbows;
- holding arms above the head for more than 20 secs;
- impact push – ups.

Training and Conditioning

Planning for and implementing training and conditioning programs at Blaxland Public School will consider:

- student maturity and age;
- physiological requirements of the activity;
- capability of student physiologically;
- level of competition and nature of the activity;
- student physique and playing position.

Coaches

Blaxland Public School:

- reviews safety issues, injury prevention strategies, injury recognition strategies, first aid and CPR certification;
- selects coaches based on ability and suitability who are able to discern appropriate student suitability for playing specific positions in games such as soccer etc.

Officials

Blaxland Public School recognises the applications of appropriate sanctions for the infringements of rules which may lead to injury as an effective injury prevention strategy.

Administrators of inter – school competitions will organise accredited umpires and referees where able and or appropriate.

Rule Modification for Juniors

Children mature and develop at different rates hence the appropriate modification of games to suit student needs. This lessens the risk of injury. Modifications may include:

- smaller playing field;
- softer, smaller playing equipment;
- rule changes;
- body protection recommendations.

Sports First Aid

Blaxland Public School will:

- assist with injury prevention strategies
- manage field injuries with treatment or referral to a more qualified health professional;
- ensure first aid kits are readily available.
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Environment and Playing Conditions

Blaxland Public School will, where able assess:

- the activity venue;
- the playing field for safety e.g. no glass / loose objects
- weather conditions

Teachers will have the authority to restrict or cancel student participation due to unsafe conditions such as the inappropriateness of the playing field, electrical storms, high heat and humidity, extreme cold etc.

Heat Stress

Blaxland Public School will endeavour to ensure students:

- regularly replace fluids;
- locate in shaded areas where possible;
- sport uniforms with jackets and pants for warmth
- take layers of clothing off with warm weather;
- who notify teachers of illnesses such as colds, sore throats, headaches etc do not play sport;
- have appropriate breaks from play.

Medical Conditions

Blaxland Public School requires clearance from a doctor for students who have been ill to participate in sport.

Students who present the school with a medical certificate stating non participation in sport due to existing medical conditions will be exempt from sport until cleared by the doctor.

Asthma

Students who suffer from asthma should:

- have an asthma plan;
- always have easy access to medication;
- be encouraged to participate in physical activities they are comfortable with;
- be encouraged to articulate their 'wellness' for activity participation, i.e. students recovering from an upper respiratory infection may still be 'active' and require exemption;
- provide parent notes to support their ability to articulate 'wellness' for sport where required – eg. after illness or an 'active' asthma period.

Treatment

In the event of an asthma attack:

- sit student down – be calm
- administer 2 puffs of a reliever / bronchodilator (Ventolin, Respolin, Bricanyl, Respax. Asmol) – use a spacer if possible. Shake the canister, insert the canister into the spacer and fire 2 to 4 puffs into the chamber. Ask the student to breath deeply for 4 breaths. – If a spacer is not available ask the student to make a seal around the mouthpiece or hold the canister close to the mouth and as they breathe in fire 1 puff as they breathe in. repeat for 2 or 3 more puffs.
- Repeat the administration of 4 puffs if the student has not responded within 4 minutes.
- **Call for an ambulance** during the process if the student has severe breathing difficulty or is blue around the mouth. **Continue administering 4 puffs of reliever every 4 minutes while waiting for the ambulance.**
- medication administration will be used in the event of a known asthmatic, a student experiencing a first attack – the medication will not harm a student even if they do not have asthma.
- medication will be used from the first aid kit or borrowed if the student experiencing the asthma attack does not have their own reliever.
- a record of treatment will be recorded;
- parents will be notified.

Atlanto – axial instability

Down's Syndrome students will be encouraged to participate in sport at Blaxland Public School, however involvement in vigorous sport activity will require a medical examination, X-ray and clearance from the doctor as to the existence of the condition Atlanto – axial instability in the student. The condition is instability between the atlas and axis bone that exposes students with the condition to a much greater risk of spinal injury or death as a result of injury.

As a precautionary measure students with the condition will not participate in contact sport and somersaults in gymnastics.

Diabetes

Blaxland Public School will be aware of Diabetic student needs such as:

- the provision of 'hypo food' for low blood sugar such as a can of sweet drink, jelly beans, crackers, bread etc.
- observing a diabetic in water as a hyperglycaemic may just sink without warning.
- The student carrying 'hypo food' during cross country and long distance activities.

Infectious Disease Control

Blaxland Public School will:

- provide disposable latex gloves;
- provide one way resuscitation valves for treatment equipment;
- require the covering of weeping wounds.

Referees, Umpires and Games Officials

- Officials must report all open cuts and abrasions to medical staff or supervising teacher as soon as possible;
- A bleeding player must leave the playing field until bleeding is stopped and the wound is covered;
- Do not share whistles. Provide new whistles or whistles cleaned by:
 - Scrubbing in clean soapy water
 - Rinse carefully
 - Soak in chlorhexidine (2 mins minimum)
 - Dry all parts
 - Discard cracked whistles.

Team Areas

- Spitting and urinating in team areas is not permitted;
- Clothing, equipment and surfaces contaminated with blood is viewed as possibly infectious and must be treated as follows:
 - wear gloves;
 - use disposable paper towels and dispose of in sealed bags;
 - clean site with detergent solution;
 - wipe with disposable towels in 1;10 solution of bleach;
- Do not share towels, face washers, drinks.

Inappropriate Activities

Blaxland Public School will not participate in such activities as Break Dancing, Tobogganing or sports that the staff deem inappropriate due to safety concerns.

Additional Protection Measures

Starting Guns

Students will not operate starting guns.

Starting guns are not to be carried in pockets.

Using a starting gun:

- the gun is fired at arm's length, above the shoulder;
- ear muffs are worn;
- other persons are stationed at a safe distance from the starter;
- gun caps are to be in the possession of the starter at all times and are not handled by students or unauthorised persons;
- all spent or partially spent caps are disposed of securely.

Ground markings

For marking grounds Blaxland Public School will use:

- whitening (calcium carbonite / cal trite) for dry line marking
- coloured oxides mixed with water
- spray paint
- **hydrated Lime, creosote, sump oil or kerosene not to be used.**

Fixed Playground Equipment

Blaxland Public School will follow the Guidelines for the Installation and Maintenance of Fixed Playground for Schools (Refer to Appendix C).

Banned Fixed equipment includes:

- swings, ropes with tyres that may be used as swings
- maypoles
- roundabouts
- see – saws

Goal Structures

The netball / basketball goals are securely anchored to the ground.

Any unanchored goal structure such as portable soccer goals will be suitably pegged and modified to ensure they cannot overbalance and cause student injury.

Portable structures will be stored away securely for community members and students when not in use.

Outdoor Recreational Guidelines

Schools may offer recreational activities.

Blaxland Public School Community recognises elements of potential risk such as:

- travel;
- exposure to weather
- reliance on personal resources
- participation in activities such as bushwalking, abseiling, kayaking, cycling, overnight camping etc

In planning for recreational activities the school will refer to the documents:

- Care and Supervision of Students;
- Excursions and other Visits;
- Procedures for recognising and Notifying Child Abuse and neglect;
- Procedures to be followed in response to Allegation of Improper Conduct;
- Welfare of Students While Engaged in Activities Conducted under the Auspices of the School;
- Revised Code of Conduct and Cruelty to Animals.

The school staff and Principal will:

- obtain parent permission;
- provide parent information;
- consider age, maturity, behaviour and medical condition of students;
- assess activities;
- distance and travel, location of venue, known hazards, communication
- student and student relationships, student and teacher relationships;
- instructors experience and qualifications.

Mandatory Procedures

During outdoor recreation the Principal will ensure:

- a teacher is nominated as the 'teacher – in – charge, who will be responsible for the activity;
- the 'teacher – in – charge' sights all relevant activity details
- appropriate supervision requirements are met;
- leaders and or instructors are qualified or experienced;
- staff attending has relevant first aid qualifications, such as Emergency Care and one staff member with CPR training will be required for water and or night camps.
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The teacher-in-charge must ensure that:

- all adults assisting teaching staff as instructors have the appropriate skills, experience and qualifications required. They must be advised of their child protection and safety responsibilities in relation to Blaxland Public School students
- emergency contacts and procedures are in place;
- a contingency plan for adverse conditions is developed and the Principal is provided with a copy;
- parents are informed of organisation including travel, supervision, activities departure and return times;
- parents provide medical information and permission for medical support if required;
- preparation of an alert list and medication list, if required
- safety requirements for the activities are adhered to;
- first aid kits are provided;
- students are informed of safe practice prior to each activity;
- students are informed of management strategies for separation from the group, illness and accidents;
- the school is advised of unexpected delay in return to school;
- the principal is contacted in the case of an emergency;
- students are instructed to use adequate sun protection.

General Supervision Responsibilities

Supervision ratios, where specifically indicated for a particular activity should be adhered to.

Supervision is dependent upon:

- age, experience, capabilities of students;
- experience of the staff
- the nature of the activity;
- the students participating

Where male and female student participate the Principal will endeavour to provide a male and female staff member.

A parent may balance gender with Principal permission where staff agrees that they have the appropriate qualifications and experience.

On overnight excursions no staff member will be placed in a situation where there is potential for allegations of improper conduct to occur. Teaching staff have supervisory responsibilities for the whole period of the activity.

Aquatic Activities Undertaken During Outdoor Recreation Activities

The Parents will:

- indicate the swimming ability of their children when giving consent to participate in the activity;
- non swimmers must not participate without a flotation device or 1 to 1 supervision;
- be aware there is no automatic student insurance cover, personal insurance may be sought through normal retail insurance outlets.

Minimum Impact Code

Teachers and students will ensure:

- all litter is collected and disposed of responsibly;
- leave the environment the same as or better than it was when they arrived;
- they respect the rights and privacy of others;
- use formed paths where available;
- be an example for others through behaviour and non destructive activities.

Risk Management Procedures

Blaxland Public School will develop and implement a process of minimising the adverse impact of activities that may give rise to dangerous situations.

Risk Identification at Blaxland may include such strategies as consultation with appropriate bodies or the use of a checklist to establish the range of risks and hazards.
(refer to Appendix D)

To identify risks and safety concerns or potential dangers the school will consider such aspect as:

People:

- physical and emotional needs of participants;
- expertise and experience of staff and students;
- skill development and physical fitness, numbers and age
- procedures for illness, injury or loss of participants.

Equipment and Resources:

- transport;
- suitability of equipment for the activities and use by students;
- communication,
- emergency assistance and access;
- procedures for equipment loss, damage or failure.

Environment:

- weather conditions;
- terrain;

Guidelines for Specific Activities

Teachers will have access to and read the guideline specific to the sport under their jurisdiction. All teachers will refer to the guidelines for Infectious Disease Control ('Blood Rule') Procedure for all sport and physical activity.

ATHLETICS

- Students will be instructed to use adequate sun protection.
- A teacher will be present that has Emergency Care training.
- Access to a medical kit will be provided.
- Supervision will be provided in terms of age, experience, capability of the students, teacher experience and expertise and the type of activities.
- Teachers will take overall responsibility in the event of parents supporting with activities.
- Equipment will be stored to prevent unauthorised use.
- Equipment will be appropriately sized and modified to match ability and strength and age of students.
- Sandpits will be raked and checked for foreign materials.
- Running surfaces will be checked for holes, glass and loose objects.
- Students will wear sports shoes.

- Students will be trained to warm-up and stretch will prior to activities.
- Encouraged to articulate injury in order for a teacher to support.
- Equipment must not be used without permission.
- The use of spikes will be limited to certain competition events and worn only during that event. They are not to be worn to and from an event or between events.

JUMPING EVENTS

Jumping events are not to be undertaken by students with a history of ankle or knee injury. Parents must inform the school in the event their child has suffered recurring knee or ankle injury.

- Landing and take off areas must be maintained to avoid injury.
- Equipment must be supervised.

High Jump

For high jump activities the following safety strategies must be followed:

- ensure mats are held firmly together with straps, ties or Velcro;
- carry mats by the handles at the side of the body only – not on heads/ backs etc;
- run up and take off areas must be level, dry and free from slippery material;
- circular triangular bars are recommended for competition.; high jump uprights must be sufficiently stable to avoid falling onto the mats during the course of a jump;
- looped straps are recommended to stop the bar falling onto the mat after a jump.

Long Jump

For long jump activities the following safety strategies must be followed:

- landing pits must be raked and checked to remove foreign objects;
- take off board must be clearly visible, flat and level with the ground surface;
- steel or wooden markers are not to be used to measure distances;
- ensure the approach area is defined and clear from obstructions;
- rake the pit after each jump;
- rakes are not to be left unattended in/ beside the jumping area;
- ensure the depth and consistency of depth of sand is appropriate for competition in all ages.

THROWING EVENTS

For throwing events the following safety strategies must be followed:

- activities must be sited away from buildings, other activities and pedestrians;
- students must be adequately supervised
- the throwing area must be of adequate size;
- throwing must take place in one direction only;
- the throwing sector, approach and launch areas must be clearly defined and marked to prevent access by non participants;
- students must wait for the 'all clear' to be given before retrieving equipment, which must be walked back – not rolled or thrown.

Shot Put

For shot put activities the following safety strategies must be followed:

- shot puts must be transported in sturdy containers – limiting the total mass;
- students must be in line, adequately spaced and throw in the one direction;
- the rotational throwing method should only be carried out by a qualified instructor.

Track Events

Refer to Student Protect section of the Policy for the use of starting pistols and caps.

Sprints

Finishing tapes must not be used.

Students should run in lanes, where possible.

Ensure students are aware of potential dangers regarding the use of spikes.

Relays

For relays the following safety strategies must be followed:

- for 4 x100m events, instruct students to stay in their lanes during baton changes;
- spikes must not be worn by students when learning baton changes.

BASKETBALL

- students participating in outdoor areas will be encouraged to use sun protection;
- a teacher with Emergency Care training must be present
- teachers will take overall responsibility when parents are involved in support roles such as coaching;
- access to a medical kit will be provided;
- the court surface must be free of obstructions and loose objects;
- the immediate surrounds of the court must be clear of obstacles such as seating or equipment;
- players must have a clear playing area free of spectators and belongings;
- teachers will refer to 'Blood Rule' procedures where required.

BUSHWALKING

The students will:

- be responsible for taking and returning permission notes signed by their parents or care – giver
- wear sensible walking shoes. Thongs, sandals and open shoes are not appropriate.
- wear sensible clothing relevant to weather, including a brimmed hat;
- carry a water bottle, if appropriate.
- follow through on teacher and supervisor instructions – aware that this is for their safety

The teachers will:

- remind students of sun protection strategies;
- refer to the document *Excursions and other Visits 97/137*)
- provide an outline of the proposed walk to the Principal;
- undertake risk assessment, analysis and management procedures and consult with the Principal. (Refer to Appendix C)
- consider weather conditions;
- supervise all students adequately;
- carry a medical kit and mobile phone
- list students requiring medication and any students requiring special needs support;
- arrange aid support if relevant;
- be aware that the guide for supervision ratio is recommended at 1 adult to 15 students (1:15)
- take into account age, maturity, special needs, behaviour, fitness, terrain and experience of supervisors.
- restrict walking speed to that of the pace of the slowest walking member of the party;
- ensure a supervisor is at the rear of the students;
- brief students of their expectations of student behaviour, the walk, departure and arrival, reasons for the walk, the need to respect flora and fauna, weather, injury, illness, being separated from the group;
- brief students as to the need to keep hydrated;
- obtain parent permission, medical information and provide parent information.
- have Emergency Care qualifications. For overnight camps a teacher will be required to have a CPR certificate.

- provide the Principal of names and numbers of all participants in case of emergency;
- inform parents to check for ticks and leeches.
- Refer to procedures for 'Blood Rule'.

The parents will:

- provide the school with permission notes and medical information by the due date;
- ensure their child / children are dressed safely for the day with sun protection such as a hat and sun cream;
- provide any resources as requested by teachers for the well being of their child/children
- check their child / children for ticks and leeches.

CRICKET (COMPETITION ONLY)

The student will:

- carry sun protection such as a brim hat and cream
- dress appropriately for cricket and weather conditions;
- have a water bottle to keep hydrated;
- follow through on teacher and supervisor instructions – aware that this is for their safety.

The teacher will:

- have overall responsibility for supervision;
- have current Emergency Care training;
- provide a medical kit;
- remind students to keep hydrated;
- remind students to use sun protection;
- ensure the equipment is in good repair and is age appropriate;
- encourage the use of batting helmets and face guards;
- ensure the wicket keeper wears pads, gloves, including a pair of inner gloves and a genital protector (if male) – if using leather or composition cricket balls;
- ensure that the batter wears well fitted pads, batting gloves and a protector for males – if using leather or competition cricket balls;
- ensure the ground surface is free from obstructions and loose objects;
- modify the game where appropriate, to suit the ability of the players;
- ensure students stand no closer than 10 metres from the striker's wicket on the leg side or in front of point on the off side. No player may enter this restricted area zone until after the ball is:
 - hit by the batter, or
 - strikes the body or equipment or the batter, or
 - passes through to the wicket keeper.
- ensure that all age players classified as close to the bat fielders i.e. 5 within metres wear a helmet with a face guard, shin guards and a protector (if male).
- Discourage students from bowling fast short pitched balls and high full tosses
i.e. **any ball that passes above the waist of a batter in his or her normal batting stance should be called a NO BALL by either umpire.**

Cricket for under 12 years

Match – a limit of two spells of four overs with approximately a one hour break.

Practice - 2 x 30 minute practice sessions per week with a limit of 30 balls per session. Five metre short run – reduced pace. 20 minute match speed – coach controlled. Five minute specific technique development.

Cricket for under 14 years

Match – a limit of two spells of five overs with approximately a one hour break.

Practice - 2 x 35 minute practice sessions per week with a limit of 30 balls per session. Five metre short run – reduced pace. 20 minute match speed – coach controlled. Ten minute specific technique development.

'Blood Rule' applies to injury

CROSS COUNTRY

The students will:

- wear appropriate footwear and sports uniform;
- warm up prior to the event;
- follow through on teacher and supervisor instructions – aware that this is for their safety
- wear adequate sun protection i.e. sun cream and brimmed hat.

The teachers will:

- remind students to wear sun protection and keep hydrated;
- have Emergency Care training;
- not use Public Roads where alternatives exist;
- consider:
 - age, student numbers, physical capabilities;
 - terrain, potential dangers such as water courses;
 - supervision on the course, with official located at vantage points to cover the total course;
 - stage of growth and development and fitness.
- provide a starting area of suitable width to allow for fairness and safety of students;
- remind students to walk at their own pace to avoid over exertion;
- provide a medical kit
- encourage students to warm up;
- asthma medication to be carried by students – as required;
- follow through on the ` Blood Rule`.

FUN RUN / WALKATHONS

The parents will:

- be informed of the details and the nature of the event;
- return permission notes to school by the due date;
- provide the school with any relevant medical information about their child or children;

The students will:

- wear comfortable footwear and clothing;
- wear sun protection, including sun cream and a brimmed hat;
- ensure they take permission notes home, returning them to school;
- let their teachers or supervisors at checkpoints if they feel unwell;
- carry their own asthma puffers if required;
- follow through on teacher and supervisor instructions – aware that this is for their safety;
- carry personal water bottles.

The teachers will:

- inform parents of the details and the nature of the event;
- provide first aid kits;
- contact relevant local authorities to support planning and organisation;
- will organise checkpoints and drink stops in order to supervise and monitor student wellbeing;
- remind students to protect themselves from the sun with hats and sun cream;
- remind students to keep hydrated;
- clarify behavioural expectations with their students prior to the event;
- have access to a mobile phone in case of emergency;

- consider:
 - supervision check points, roving supervisors, supervisors walking with students;
 - age, maturity, behaviour of students;
 - students numbers, gender, special needs
 - nature of the event, location
 - planned activities
 - terrain
 - minimising road crossings
 - availability of off – road areas or footpaths
 - obstacles
 - shade areas for rest periods
 - appropriateness of the course
- “Blood Rule’ procedures apply.

NETBALL

The students will:

- use adequate sun protection (hat - where appropriate / sun cream);
- follow through on teacher and supervisor instructions – aware that this is for their safety
- carry personal water bottles.

The teachers will:

- have an appropriate level of expertise;
- carry a first aid kit;
- observe the ‘Blood Rule’ procedures;
- have Emergency Care training;
- remind students to wear sun protection;
- remind students to keep hydrated;
- take overall responsibility for supervision where parents are in a coaching role;
- consider:
 - age,
 - nature of the activity
 - ability and experience of students

The court:

- is to be free of obstructions and loose objects;
- the goal posts must not protrude onto the court area posing a trip hazard;
- boundaries must be free of spectators, objects and belongings to avoid interfering with the safe movement of players.

The school:

- may offer modified activities such as Fun Net for 5 – 7 year olds;
- may offer modified activities such as Netta for 8 - 11 year olds.

SOCCER

The students will:

- use adequate sun protection;
- carry personal water bottles;
- dress appropriately for soccer, i.e. soccer boots or sports shoes – if soccer boots are worn all participants must wear soccer boots.;
- wear shin pads;
- warm up prior to the game;
- cool down after the game;
- follow through on teacher and supervisor instructions – aware that this is for their safety.

The teachers will:

- remind students to wear sun protection;
- remind students to keep hydrated;
- check students are wearing shin pads;
- ensure all students are in soccer boots;
- check footwear and stud for sharp edges and excessive wear;
- allow sports shoes if no team member is wearing soccer boots;
- have Emergency Care training;
- carry a first aid kit;
- have overall responsibility for supervision in the case of parent coaches;
- anchor portable goal posts;
- use nets, if possible;
- check fields for obstructions and loose objects;
- ensure spectators are an appropriate distances from the field of play during the game;
- inform students of the rules of the game regarding dangerous play eg. tackling from behind, tripping and playing the player not the ball;
- remove a student from play if there is any doubt as to injury and or fitness to play;
- remind students to warm – up and cool – down;
- observe the 'Blood Rule' procedures.

SOFTBALL**The students will:**

- use adequate sun protection;
- carry personal water bottles;
- dress appropriately for softball / T-ball, i.e. sports shoes / sports uniform;
- warm up prior to the game.
- cool down after the game.

The teachers will:

- remind students to wear sun protection;
- remind students to keep hydrated;
- have Emergency Care training;
- carry a first aid kit;
- check the bat grip – it must not have smooth tape or plastic;
- check that equipment is age appropriate;
- ensure that all fielders wear a glove;
- check that all 'in-close' players wear shin guards, males in these position should wear genital protectors;
- ensure that the designated catcher wears a face mask, throat protector, chest plate, leg protectors and a genital protector - if male;
- check that batters and base runners are wearing two eared helmets (ASA approved bicycle helmets are an acceptable batting alternative in T-ball);
- have overall responsibility for supervision in the case of parent coaches;
- check fields for obstructions and loose objects;
- ensure spectators are an appropriate distances from the field of play during the game, i.e. 10 metre from the 1st and 3rd base lines;
- remove a student from play if there is any doubt as to injury and or fitness to play;
- remind students to warm – up and cool – down;
- observe the 'Blood Rule' procedures.

The batting Tee must:

- not have any sharp edges;
- be light in weight;
- adjustable to suit the batter;

- be placed with the stem over the centre of the front edge of the home plate
- Be removed by the plate umpire whenever the batter hits a fair ball.

The safety or double base is recommended for softball and T-ball.

In T-ball the umpire should stand directly opposite the batter.

SWIMMING and WATER SAFETY

Blaxland Public School will offer:

- intensive learn to swim and water safety programs;
- recreational swimming incorporated into the sport program, school excursions and camp situations.

The parents will:

- be informed of details of the water activity;
- inform the school of any medical information relevant;
- inform the school of any medication that their child is taking;
- provide the school with permission to include their child / children;
- return permission notes by the due date;
- provide the school with the authority to seek medical aid on their behalf;
- provide a medical certificate in the event that an existing medical condition may place their child at risk in the water;
- indicate the swimming ability of the child/children;

The students will:

- use adequate sun protection;
- carry personal water bottles;
- ensure notes are given to their parents and returned to school;
- dress appropriately;
- follow through on teacher and supervisor instructions – aware that this is for their safety;
- sit in designated shaded areas – where possible.

The teachers will:

- have Emergency Care training;
- carry a first aid kit;
- observe the 'Blood Rule' procedures
- inform parents of details of the activity;
- provide the appropriate medical information forms to parents;
- provide parents with permission notes;
- remind students of notes required;
- ensure the inclusion of a staff member with CPR training;
- ensure staff have communication access;
- refer to Excursions and Other Visits (97/137)
- refer to Welfare of Students While Engaged in Activities Conducted under the Auspices of the School (97/138)
- plan for the activity based on information gathered on:
 - age, maturity and student behaviour
 - experience and expertise of staff;
 - student experience i.e. non swimmers – level of swimming capacity
 - special needs;
 - student well being;
 - the nature of the activity;
 - supervision requirements
 - integration aid support requirements;
 - flotation requirements;
 - specific medical needs of students; water temperature and weather conditions;

- access for students;
- travel;
- student fitness
- suitability of the facility;
- instruct students in:
 - potential risks in swimming;
 - safe practices;
 - the boundaries of the swimming
 - the boundaries of out-of-water waiting;
 - the boundaries of the rest or playing area;
 - how to use swimming aids and other equipment safely;
 - who to notify when leaving the water, rest or play areas;
 - designated recreation areas and eating areas;
 - limitations of activities in and out of the water eg. eating and drinking, unsafe activities;
 - sun protection – hat – sun cream – T shirt – shade
 - water hydration
 - response to injury or illness.

<p>WEEKLY TRAINING and INSTRUCTION, SCHOOL INITIATED INTENSIVE LEARN TO SWIM PROGRAMS AT MUNICIPAL SWIMMING POOLS.</p>

The Principal, Swimming Coordinator and teachers will:

- provide two supervisors – one a qualified teacher;
- provide a first aid kit, including a resuscitation mask with a one way valve;
- check with the pool manager regarding the allocation of pool space;
- refer to the pools emergency response procedures;
- ensure staff are aware of the emergency response plan;
- engage a pool lifeguard for supervision if not already engaged in pool supervision activities –where appropriate;
- consider age, ability, experience, numbers, maturity and behaviour of the students;
- consider experience and expertise of supervisors,
- ensure students are assessed reasonably for swimming groups;
- supervise according to assessments:
- provide for safe participation by non swimmers or weak swimmers;
- brief all students with water safety and swimming activity relevant to the lesson or activity;
- supervise all students in the water – no student is to enter the pool without permission;
- consider congestion at the venue in the determination of student numbers;
- ensure all groups are supervised – no group is to be left unsupervised;
- replace an ill teacher with a suitably qualified teacher or reduce the student numbers attending for the day;
- advise participating teachers that they must be dressed in swim wear in order to aid in an emergency;
- changing facilities must be supervised;
- restrict under water swimming to that involved in the lesson program;
- check the water to ensure all students have left the water at the conclusion of the lesson;
- count students at the conclusion of the lesson;
- count students as they assemble outside the change room area;
- mark the roll after students are dressed, assembled for the return to school **and are outside the facility** – *students are not to be marked off the roll inside the swimming facility*;
- double check student numbers as they board the bus;
- check the pool, change rooms and pool surrounds if a student is absent. The Pool manager, school Principal and the parents or care giver will be informed;
- not accept any misbehaviour or unsupervised diving at any time;
- observe 'Blood Rule' procedures.

Program /Activity Focus	Supervision	Teacher / Instructor
School initiated swim programs confined to shallow water.	<p>Beginners: little/no experience 1;10</p> <p>Intermediate: basic survival skills 1:12</p> <p>Supervision must be provided for students leaving the pool deck or lesson.</p>	<p>Teachers must have Austswim</p> <p>One of the supervising teachers must have CPR training</p>
Recreational Swimming – school excursions, sport programs, overnight camps.	<p>Adequate supervision must be provided. A minimum of two adult supervisors must be present with expertise to implement safety procedures.</p> <p>Supervision ratio = 1:20</p>	<p>One of the supervising teachers must be trained in CPR.</p>

TENNIS

The students will:

- use adequate sun protection;
- carry personal water bottles;
- dress appropriately for Tennis, i.e. sports shoes / sports uniform;
- not enter other courts occupied by players to retrieve tennis balls while a game is in play;
- not tackle another student;
- remove jewellery that may cause injury;
- warm up prior to the game.
- cool down after the game.

The teachers will:

- have an appropriate level of expertise;
- carry a first aid kit;
- observe the 'Blood Rule' procedures;
- have Emergency Care training;
- remind students to wear sun protection;
- remind students to keep hydrated;
- take overall responsibility for supervision where parents are in a coaching role;
- instruct students not to enter other courts occupied by players to retrieve tennis balls while a game is in play;
- remind students to remove jewellery that may cause injury.

The court:

- is to be free of obstructions and loose objects;
- must be dry for play if slippery when wet.

TOUCH

The students will:

- use adequate sun protection;
- carry personal water bottles;
- dress appropriately for Touch, i.e. sports shoes / sports uniform;
- only wear rubber cleats or studs if wearing soccer boots;
- warm up prior to the game.
- cool down after the game.

The teachers will:

- have an appropriate level of expertise;
- clearly explain rules regarding dangerous play such as tackling, tripping, playing a player not the ball;
- remove any player where there is doubt as to injury and or fitness for play;
- carry a first aid kit;
- observe the 'Blood Rule' procedures;
- have Emergency Care training;
- remind students to wear sun protection;
- remind students to keep hydrated;
- take overall responsibility for supervision where parents are in a coaching role;
- use non injurious markers to mark the field;

The playing area must:

- be grassed and clear of obstructions and loose objects;

Spectators and non participating players must be positioned no less than 5 metres from the field of play.

VOLLEYBALL / NEWCOMBEBALL**The students will:**

- use adequate sun protection (hat - where appropriate / sun cream);
- follow through on teacher and supervisor instructions – aware that this is for their safety;
- wear sport uniform
- have personal water bottles.

The teachers will:

- have an appropriate level of expertise;
- carry a first aid kit;
- observe the 'Blood Rule' procedures;
- have Emergency Care training;
- remind students to wear sun protection;
- remind students to keep hydrated;
- take overall responsibility for supervision where parents are in a coaching role;

The court:

- is to be free of obstructions and loose objects;
- boundaries must be free of spectators, objects and belongings to avoid interfering with the safe movement of players.

Acknowledgement is given to the NSW Department of Education and Training document, *Guidelines for the Safe Conduct of Sport and Physical Activity in Schools* as the base for Blaxland Public School's Policy from which recommendations and procedures have been followed.

APPENDICES

Appendix A

Attachment 1

Blaxland Public School Sports Activity

Consent form

Attachment 2

School Swimming Scheme

Parent /Caregiver Note

Appendix B

The Use of Mouthguards – Information for the School Community

Appendix C

Attachment 1

Risk Management Planning Form

Attachment 2

Risk Identification Checklist for Planned Activities

Attachment 3

Medical Information Form



Blaxland Public School Sports Activity Consent Form

Your son/daughter _____ (name) has been selected to represent Blaxland
Public School in _____ (sport) at _____ (venue)
on _____ (date) to _____ (date).

Travel will be by _____ . The total cost of the activity is \$ _____

The students will depart from Blaxland Public School at _____ (time) and return to school at
(time).

The group will be supervised by:

(*****Any additional information / special requirements for participation*****)

Principal: _____

Teacher in charge: _____

PLEASE COMPLETE THE SECTION BELOW AND RETURN BY:

I hereby give my consent to my son/daughter _____ (Full Name)

to represent the Blaxland Public School in

at _____ (venue) on _____ (date) to _____ (date)

Special needs of my child you should be aware (eg. allergies, medication,
etc) _____

To the best of my knowledge, he/she has no medical condition, disability or injury which puts
him/her at risk in participating in the sport activity.

In the event of illness or injury, I authorise the seeking of such medical assistance on my behalf
that my child may require.

Medicare No: _____ (or use at medical centres, doctor's surgeries)

Contact No: Work: _____ Home: _____ Other: _____

Signature of Parent/Caregiver _____ **Date:** _____

SCHOOL SWIMMING SCHEME



MESSAGE TO PARENTS/CAREGIVERS

Arrangements have been made to include a learn to swim program in our school curriculum.

The Department of Education and Training School Swimming Scheme is an intensive learn to swim program which develops water confidence and provides students with basic skills in water safety and survival. The scheme is conducted over ten days.

Students who have not reached a satisfactory standard of water safety and survival skills, and are unable to swim 25m confidently unaided in deep water, are eligible to participate in the School Swimming Scheme. The Scheme focuses on non-swimmers in Year 2 and 3 but provides for non-swimmers in Years 4 to 6 as well as students with special needs such as new arrivals in Australia and students with disabilities.

Instruction will take place at Glenbrook Pool under the instruction of qualified teachers. The Scheme will continue **daily for two weeks** from _____ to _____. There will be no charge for instruction, however transport will involve a sum of \$_____ per day, and \$_____ per day for entry into the pool. The total cost for the 10 day Scheme is \$_____.

Each child should bring a swimming costume, a towel, a blouse or shirt and hat and warm clothing on a cool day. Where instruction takes place in an outdoor pool, it is recommended that students use adequate sun protection, eg. an SPF 15+ broad spectrum, water resistant sun screen reapplied regularly. A T-shirt or rash shirt is also recommended (pool facility permitting).

If your child is eligible for the Scheme, I invite you to complete and sign the form below and return it to your child's class teacher.

Privacy Notice

The personal information provided on this consent form, will be used by the Department of Education and Training for general administration and communication and other matters of welfare relating to your child at the School Swimming Scheme. While the provision of this information is voluntary, it is strongly recommended that all details are completed. Failure to do so, may impede the resolution of welfare issues should you not be able to be contacted. This information will be stored securely. Please be aware that the media exposure at this event may result in your child's name, school details and/or photograph appearing in a Newspaper, on Television or on the School Sport Unit: Website www.sports.det.nsw.edu.au

If you have a concern with this occurring, please contact the Principal immediately.

Principal _____ Date _____

☺ -----

RETURN THIS SECTION TO THE SCHOOL BY (Day) _____ Date _____

SCHOOL SWIMMING SCHEME CONSENT FORM

I hereby consent to the attendance of my son/daughter _____ at the School Swimming Scheme classes to be held at _____ pool from _____ to _____.

Travel will be by _____ (bus, walking). **Total cost for 10 day program is \$_____.**

In the event of injury or illness, I also authorise the seeking of such medical assistance on my behalf that my child may require. Special needs of my child of which you should be aware (eg. allergies, sensory impairment, etc):

Signed _____ Date _____
Parent/Caregiver

Appendix A

Attachment 2

The Use of Mouthguards – Information for the School Community

Mouthguards play a significant safety role in protecting students from the most common type of injury in sport – dental injury.

“A mouthguard is a shock absorber for the teeth and jaw. When properly fitted, a mouthguard will protect teeth, stop them biting into the lips and can act as a shock absorbing layer between teeth to reduce concussion and jaw fracture.”

Guidelines for the Safe Conduct of Sport and Physical Activity in Sport (NSW DET 1999)

The capacity of a mouthguard to lessen injury depends on the guard’s materials and design features.

The mouthguard should be comfortable to wear, have good retention and fit. Minimal interference with speech and breathing should occur.

The role of the mouthguard is to:

- prevent the tongue, lips and cheeks from being lacerated by the teeth;
- lessen the risk of injury to anterior teeth following a blow from the front;
- lessen the risk of concussion following a heavy blow to the lower jaw line.

There are currently three types of mouthguards commercially available.

Type 1:

- available from pharmacies and sports stores
- gutter type, rigid plastic, bulky
- small, medium and large sizes
- biting pressure holds the guard in place in the mouth
- may interfere with speech and breathing
- could be a potential airway hazard

Type 2:

- ‘boil and bite’ types of guards
- available from pharmacies and sports stores
- thermo plastic material
- guard is heated in hot water then placed in the athletes mouth and moulded
- may continue to deform due to their low temperature of formation leading to a decrease in protection

Type 3:

- custom made
- plaster mould of athletes teeth
- thermoplastic vacuum over the plaster mould
- offers the greatest form of protection
- exact fit
- more tear resistant
- superior shock absorption and gum protection
- stays in place comfortably
- allows for normal breathing and speech.

Blaxland Public School strongly recommends the use of mouthguards for Years 3 – 6 sport.

Source of information:

Guidelines for the Safe Conduct of Sport and Physical Activity in Sport (NSW DET 1999)

Appendix B

RISK MANAGEMENT PLANNING FORM

To be completed by the teacher-in-charge of an outdoor recreation activity prior to the commencement of the activity. The Principal will consider the information in this assessment when determining approval.

Type of Activity: _____

Location: _____ (map attached where appropriate / details)

Date and time of departure: _____

Date and time of return: _____

Supervisors: _____

Total number of participants: _____ (list of participants attached).

Aims of the activity: _____

Necessary skills of accompanying adults: _____

Experience of participants: _____

Medical conditions: _____

Medications: _____

Method of communication with outside contacts: _____

Risks

1. _____

2. _____

3. _____

4. _____

Refer Risk Management Planning Page 284 of the Guidelines for the Safe Conduct of sport and Physical Activity Document.

Appendix C

Attachment 1**RISK IDENTIFICATION CHECKLIST FOR PLANNED ACTIVITIES**

Teacher / leader qualifications / experience: <ul style="list-style-type: none">• teacher experience• competencies / qualifications for the activity• involvement with primary aged school children• support staff experience	Student requirements: <ul style="list-style-type: none">• age appropriate activities• supervision needs• student needs• peer support (applicability to activities)• student organisation• emergency procedures (awareness)
Equipment: <ul style="list-style-type: none">• requirement of specialised equipment• age appropriate• industry standards• safety checks• protective clothing	Location: <ul style="list-style-type: none">• where• regular use for planned activity• leader familiarity with location / activities• weather• permission from local authorities
Outdoor recreation operators: <ul style="list-style-type: none">• operator / staff qualifications• child protection training of staff• insurance• emergency communication systems	Further Information: <ul style="list-style-type: none">• laws or regulations for the activity• standard code of practice• development officer• information leaflets of the operator• guidebooks / activity descriptions•
Safety <ul style="list-style-type: none">• Has the operator conducted these activities before?•• What foreseeable risks can teachers / teacher-in-charge identify?•• What risk management plans have been made?•• What will students gain from the activity?•• Could the same benefits be gained another way?•• How remote is the activity from sources of assistance?•• How long would it take to organise assistance in the case of an emergency?•• How would help be called?•• Are there staff members with Emergency Care and or CPR training?•• Have you included a first aid kit in your management plan?	

RISK MANAGEMENT PLANNING FORM

	Dangers For each inherent risk list the factors which could lead to the risk eventuating.	Risk Management Strategies Indicate actions and precautions that will be taken to reduce risks.
People Attributes people bring to an activity: <ul style="list-style-type: none">• skills• attitudes• physical fitness• health• age• fears• numbers		
Equipment Resources that impact on the activity: <ul style="list-style-type: none">• clothing• tents• lights• vehicles etc		
Environment Factors that impact on the activity: <ul style="list-style-type: none">• weather• terrain• water• snow• ice etc		

