

Risk Assessment for SUP BOARDING

Review



Completed By	Revision Date	Approved By	Approval Date
Carlene Sherwell	23/7/2018	Robbie Sherwell	24/7/2018

Risk level	Action required/approval
Medium Some chance or an incident or injury requiring first aid	<input checked="" type="checkbox"/> Document controls in planning documents and/or complete this Curriculum Activity Risk Assessment. <input checked="" type="checkbox"/> Consider obtaining parental/carer permission.

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Minimum Supervision

At least 2 qualified Instructors are to be present to run Stand Up Paddle Boarding

Recommendations

Stand Up Paddle Boarding is recommended for grade 6 and above.

It is strongly recommended that at least 2 group teachers/ supervisors are present to assist with student behaviours

Qualifications

All Apex staff and contractors hold at a minimum ,one of the following qualifications /skills sets or other recognised skill sets/ qualifications from another jurisdiction, along with mandatory First Aid/ CPR and QLD Blue Card working with children check.

- Surfing Australia Certificate 1 stand up Board Paddle
- SLS Surf CPR
- SLS Certificate II in Public Safety.
- Blue card

Through the use of well maintained equipment, training and accredited staff and sound operating procedures and policies XL Surfing Academy control the “real risks” associated with this activity

In assessing the level of risk, considerations such as the likelihood of an incident happening in combination with the seriousness of a consequence are used to gauge the overall risk level for an activity. The matrix below has been used as a guide to assist with developing the risk assessment:

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	
Low	Little chance of incident or serious injury.
Medium	Some chance of an incident and injury requiring first aid.
High	Likely chance of a serious incident and injury requiring medical treatment.
Extreme	High chance of a serious incident resulting in highly debilitating injury.

Minimum Equipment/Facilities

First aid kit suitable for activity

Communication system

Electronic and other equipment that can be damaged by water and is to be carried in water resistant containers.

Leaders are responsible for determining the equipment to be carried by all participants. The following communication equipment should be appropriate for the activity and area of operations.

- Marine Whistle
- UHF Radio/ VHF Radio
- Phone-line at location
- Mobile phone

Sun Safety equipment (hat, sunglasses, sunscreen, shirt etc)

Appropriate clothing and footwear (no singlets, skirts, short shorts, thongs, crocs etc)

Leader will inspect the area and ensure its soundness before commencing the activity

Equipment use and maintenance log to be kept for each session

Drinking water (students should not share drinking containers)

Spare equipment to be available in case of emergency

Vehicular access to within a reasonable distance of the activity in case of emergency

Safety, repair and rescue equipment comprising of; throw bag,, rescue knife, roll of duct tape.

Emergency management plan

Sea-worthy craft

Hazards and suggested control measures

Listed below are the indicative hazards/risks and the suggested control measures.

Hazards/Risks	Control Measures
<p>Animal bites/diseases</p> <ul style="list-style-type: none"> • Marine stingers • Dangerous animals 	<ul style="list-style-type: none"> • Monitor surf conditions for bluebottles during activity. Check with lifeguards regarding bluebottle conditions before entering water. Wear wetsuits and rash-vests to protect skin from stings. Ensure access to first aid treatment is readily available to treat stings. Send person for first aid if minor sting. Cancel session immediately if multiple incidents of stings occur • Water should be assessed for sighting of Bait fish and dirty water Life Guard Warning. Participants should be removed from water. • Adhere to the Surf Life Saving Queensland Marine Stingers Management Guidelines www.lifesaving.com.au/downloads/Policies/
<p>Biological material</p> <ul style="list-style-type: none"> • Bodily fluids (e.g. blood, sweat, saliva) 	<ul style="list-style-type: none"> • Comply with HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions and Infection Control Guidelines. Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious. • Have sufficient and suitable containment material (bandages, etc) available • Ensure that personal items are not shared.
<p>Environmental conditions</p> <ul style="list-style-type: none"> • Weather • Surfaces • Surrounds • Electrical storms 	<ul style="list-style-type: none"> • Assess weather conditions before and during activity (e.g. temperature, storms) • Cancel activity if considered too dangerous, winds over 20 knots will call for review of session and possible contingency plans actioned • Change lesson to suit temperature control • Weather reports monitored • Flash Bang protocol (30 seconds or less between light flash means lightening is 10km or less away) • Activity stopped and all participants removed from outdoor area • Appropriate clothing recommended (eg: swimmers, board shorts, rashies/wetsuits) • Ensure sun safety equipment is used. Ensure that students apply sunscreen every two hours. • Select an appropriate route and location, having regard for; experience of leader, number and type of craft, depth of water, tidal flow, currents, visibility, water temperature, underwater vegetation, marine life, protection from water craft. • Check and assess surrounds for loose items, debris and hazards and suitability of participants. • The location should allow safe access to the staging areas • Visibility and access to be considered before choosing routes • Consider hazards associated with types of fencing material, gates and other infrastructure.

Hazards/Risks	Control Measures
<p>Equipment</p> <ul style="list-style-type: none"> • Equipment failure • SUP Board/ SUP Paddle Injuries 	<ul style="list-style-type: none"> • Use, maintain and store equipment according to manufacturer’s specifications • Conduct regular equipment checks prior to start of sessions. • Check for worn or faulty equipment, and adhere to manufacturer’s guidelines for life of equipment • Ensure all safety equipment is in place and in good condition and discard immediately if not suitable • Continuous instruction, demonstration and coaching from programme staff • Supply all equipment in a clean and serviceable condition • Check equipment before use • Provide specific (written and verbal) training in and awareness of safety requirements. • Participants thoroughly briefed on correct paddle technique • Variation in sizes of boards and adjustable paddles
<p>Vehicles</p> <ul style="list-style-type: none"> • Boats and other sea craft 	<p>For all craft used, ensure they:</p> <ul style="list-style-type: none"> • Maintain structural integrity, are in good repair and meet their intended design characteristics • Are in a safe working condition and are checked before each use • Provide a stable platform. Allowing strokes to be performed effectively • Possess the strength to withstand all foreseeable forces • Are capable of being towed by rope and grasped by hand, either through hand holds or toggles, depending on the type of craft • Don’t sink but remain horizontal when swamped, and are useable as buoyancy for their crew • Provide secure and waterproof storage • Are of a colour that is clearly visible to other water users or rescue authorities • Are filled with buoyant material, excluding as much water as possible • Have a positive buoyancy at each end • Continually assess the threat of vehicles • Consult appropriate documents , such as zoning plans produced by the Department of Environment and Resource Management or other relevant authority

Hazards/Risks	Control Measures
<p>Physical exertion</p> <ul style="list-style-type: none"> • Strains and sprains 	<ul style="list-style-type: none"> • Follow progressive and sequential skills development • Have ice packs available • Continuously monitor students for signs of fatigue and exhaustion
<p>Students</p> <ul style="list-style-type: none"> • Special needs • High risk behaviours • Medical conditions • Student numbers • Participant Noise 	<ul style="list-style-type: none"> • Obtain parental permission including relevant medical information • When students with medical conditions are involved, ensure that relevant medical/ emergency plans and medications are readily available (insulin, Ventolin, EpiPen, etc) • Refer to individual education plan/Educational adjustment plan/Behaviour management plan and other student documents. • Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers • Ensure there is adequate adult supervision • Ensure long hair is tied back before participating in the activity • Students who are actively participating in the activity, to be seen by at least one adult at all times • Jewellery can be a serious hazard when undertaking many activities. All forms of jewellery should be considered in terms of the risk it presents for each activity. Procedures are in place to dissuade or protect (e.g. tape) the wearing of jewellery accordingly. • Keeping groups away from crowded locations
<p>Manual handling</p> <ul style="list-style-type: none"> • Lifting equipment • Manipulating/ moving students 	<ul style="list-style-type: none"> • Undertake a risk management process in order to prevent or minimise the risk of injuring caused by manual tasks.

Hazards/Risks	Control Measures
<p>Water</p> <ul style="list-style-type: none"> Risk of drowning 	<ul style="list-style-type: none"> Ensure each participant has a Personal Floatation Device (PFD) which meets or exceeds these requirements. Construction must meet or exceed Australian Standards for Type Two or Type Three at all times while on the water The PFD should be the correct size for the wearer and be adjusted correctly before entering the water The PFD is a bright colour Be sure of the suitability and competency of participants participating Adhere to Recreational Swimming Guidelines if swimming is taking place Ensure that the leader negotiates areas of moving water immediately before participants Ensure rescue equipment is quickly and easily accessible. Paddlers should receive training in the use of any rescue equipment that they carry, and regularly practise its use Throw bags, 15-20 meters, and or tow-lines must be carried by all leaders on any activity involving moving water. A safety knife should be carried by all leaders on white water. Knives should be easily accessible, but it is generally not considered appropriate to carry them on the outside of the PFD Ensure a basic repair kit is carried by all the leader and by other participants at the leaders discretion. A roll of duct tape is considered a minimum requirement. Ensure that the crews stay in visual/verbal contact, act as safety observers for the canoe behind them, pass on signals, and alert the following canoe of possible danger. Ensure that all leader have an appropriate towing system easily accessible so that it can be deployed quickly when needed. The leader will remain aware of the distance from shore as the weather, wind and tide can create hazards. The activity may need to be modified or abandoned in adverse conditions All gear, especially for overnight trips, should be correctly waterproofed and stowed securely in the boats.