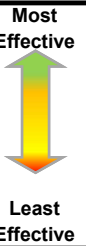




# ADVENTURE ACTIVITIES RISK ASSESSMENT AND CONTROL RECORD

*This Risk Assessment shall be reviewed at least every 2 years, upon identification of any new risks or whenever there is a related incident or change in a the task, process or activity which may alter risks*

<b>PART A - ACTIVITY DETAILS</b>			
<b>Name of activity:</b>		<b>Risk Assessment Number:</b>	
Swimming Pool Program and Games		YMCA-AA-RAW06	
<b>Activity Scope:</b>		<b>ACTIVITY RISK RATING</b>	
Students will be swimming in a large outdoor pool, with the option to be challenged with initiative games within the pool which require teamwork.		<b>Overall Risk Level (without Controls)</b>	<b>Overall Risk Level (with Controls)</b>
		Medium	Low
<b>Equipment / Facility Requirements:</b>	<b>Supervision Requirements:</b>		<b>Activity Leader Qualification Requirements:</b>
Pool toys, initiative games, lifejackets, rescue flotation device and rescue gear.	Supervision of active participants	1 Outdoor Leader and 1 responsible person (e.g. Teacher)	
	Supervision of non-active participants	1 responsible person (e.g. Teacher)	
<b>Prepared By:</b>	<b>In Consultation with:</b>	<b>Issue Date:</b>	<b>Next Review Date:</b>
Lynda Aldridge	Brent Greenfield, Jackie Kelly, Jordan Devine, Graeme Ferguson	1-Jan-2024	31-Dec-2026
<b>WHS Advisor</b>	<b>Group Manager</b>		
Michael Schablon	Michelle Stanton		
<b>Reference Information:</b> (e.g. manufacturer's instructions, operating manuals, industry information, Company Policies, CoP, Standards, Regulations)		<b>Supporting Documentation:</b> (e.g. Work Instruction, SWP, Guidelines, Manuals, Inspection Checklists, Training Records, Signage)	
Australian Adventure Activity Standard & Core Good Practice Guide (GPG). AS 4758- Lifejackets. Royal Life Saving Australia National Swimming and Water Safety Framework 2020.		Master Adventurous Activity Risk Assessment and Control Record Swimming Pool Standard Operating Procedures Equipment Inspection, routine Equipment Inspection, annual iAudit Training records	

RISK ASSESSMENT MATRIX		Consequences				
		A – Insignificant Near miss or limited harm not requiring first aid	B – Minor Injury or illness requiring no medical treatment with no lost time and minor incidents	C – Moderate Compensable physical or phycological injury with > 7 days off.	D – Major Serious Injury resulting in permanent impairment / long term rehabilitation	E – Extreme Death, multiple serious injuries.
Likelihood	<b>5-Almost Certain</b> Is expected to occur again either immediately or within a short period of time (likely to occur most weeks or months)	MEDIUM	HIGH	HIGH	HIGH	HIGH
	<b>4-Likely</b> Will probably occur in most circumstances (several times a year)	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	<b>3-Possible</b> Probably will occur at some time (may happen every 1-2 years)	LOW	LOW	MEDIUM	MEDIUM	HIGH
	<b>2-Unlikely</b> Possibly to occur at some time in 2-10 years	LOW	LOW	LOW	MEDIUM	MEDIUM
	<b>1-Rare</b> Unlikely to occur only in exceptional circumstances (may happen every 10 – 20 years)	LOW	LOW	LOW	LOW	MEDIUM
RISK CONTROL HEIRARCHY						
Proactive	 <p>Most Effective</p> <p>Least Effective</p>	Level 1	<b>Elimination</b> - Can risks be removed, repaired, outsourced or otherwise eliminated?			
		Level 2	<b>Substitution</b> - Can risks be reduced through substituting the hazard or process with a safer alternative?			
			<b>Isolation</b> - Can risks be reduced through isolating the hazard from possible contact with workers or patrons?			
			<b>Engineering</b> - Can risks be controlled through engineering means or structural / equipment modification?			
Level 3	<b>Administration</b> - Can risks be controlled through training, supervision and / or signage?					
	<b>Personal Protective Equipment</b> - Can risks be controlled through the use of personal protective equipment?					
Reactive		Level 4	<b>Emergency Response</b> - Can risks be reduced through the provision of special / additional emergency response equipment and/or procedures? (measures in addition to standard First Aid kits, First Aid personnel, Fire Safety Installations, Fire and Evacuation Plans, training and drills)?			

**PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL**

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
			L	C	R			L	C	R
<i>What is the source of the Risk?</i>	<i>How can a person be injured?</i>	<i>What are the expected injuries / illness?</i>	L	C	R	<i>What will reduce the likelihood or consequences?</i>	<i>Who is responsible for implementing the control measure?</i>	L	C	R
<b>Environment</b> – hazards and risks associated with the Environment.										
Submerged objects in a body of water	Entanglement	Asphyxiation	3	C	M	<ul style="list-style-type: none"> <li>Ensure the pool cleaning machine has been removed from the pool area and switched off</li> <li>Ensure rescue equipment is suitable and fit for purpose (whistle, suitable cutting device, towing system)</li> </ul>	Outdoor Leader	1	C	L
Body of water	Falling into the water and panicking causing near drowning	Chest pain, cough, shortness of breath, vomiting, asphyxiation, anxiety	3	C	M	<ul style="list-style-type: none"> <li>Ensure Outdoor Leader holds Water Rescue qualification</li> <li>Ensure the pool cleaning machine has been removed from the pool area and switched off</li> <li>Brief participants on the depth of the pool</li> <li>Ensure participants undertake a swim test before swimming</li> <li>Ensure poor swimmers wear a life jacket that meets Australian Standards for its intended purpose</li> <li>The life jacket should be the correct size for the wearer and be adjusted correctly before entering the water</li> <li>Check and place in a convenient area, suitable rescue devices: rescue ring, boating/reach pole, pool noodle</li> </ul>	Program Coordinator  Outdoor Leader	2	C	L

Please refer to Master Risk Assessment for Adventurous Activities for generic risk assessment and controls

**PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL**

Hazard	Risk Event	Consequences	Initial Risk		Control Measures	Person Responsible	Current Risk			
<b>People – List all hazards and risks associated with People.</b>										
Participants	Swimming ability	Near drowning	4	D	H	<ul style="list-style-type: none"> <li>Swim test to be carried out prior to activity, participants to swim across the shallow end without touching the sides or bottom.</li> <li>Observe and if showing signs of weak swimming ability to put life jacket on participant.</li> </ul>	Outdoor Leader	1	D	L
	Slipping	Sprains, strains, contusions and lacerations	4	B	M	<ul style="list-style-type: none"> <li>Participants to walk around pool edge</li> </ul>	Outdoor Leader	1	D	L
	Underwater blackout	Near drowning	3	D	M	<ul style="list-style-type: none"> <li>Brief participants not to hold breath underwater for extended periods due to risk of underwater blackout.</li> <li>Monitor activity at ladders, as often participants use ladder to hold themselves underwater</li> </ul>	Outdoor Leader	2	C	L
Other swimmers	Pushing or holding someone underwater, jumping on someone	Near drowning	3	C	M	<ul style="list-style-type: none"> <li>Brief participants on expectations, ensuring no rough play and only jumping in at the deep end.</li> <li>Supervise participants to ensure adhere to expectations</li> </ul>	Outdoor Leader	2	C	L
Edge of pool	Participants jumping in and hitting head on pool edge	Near drowning, contusions and lacerations	4	C	M	<ul style="list-style-type: none"> <li>Brief participants to only jump in from deep end in controlled manner, and no flips or jumping onto objects.</li> <li>Supervise deep end ensuring controlled entry, with no flips</li> </ul>	Outdoor Leader	2	C	L
Participants	Unpredictable participant behaviour in rescue situation	Abrasions, contusions, lacerations	3	B	L	<ul style="list-style-type: none"> <li>Communicate with the participant, providing information on the ongoing situation and explaining the actions being taken to aid them</li> </ul>	Outdoor Leader	2	A	L
Time pressure	Urgency to perform rescue increases risk of errors	Minor physical and/or psychological injury	3	C	M	<ul style="list-style-type: none"> <li>Follow the Rescue Hierachy and choose the rescue technique which achieved in the safest and quickest manner</li> <li>Conduct rescues in accordance with your qualifications and demonstrated competencies.</li> </ul>	Outdoor Leader	2	A	L
Misscommunication	Communication challenges during rescue situation due to elevated environment	Minor physical and/or psychological injury	3	B	L	<ul style="list-style-type: none"> <li>Follow the communication protocols in the handbook and SOP</li> <li>Confirm understanding prior to proceeding to next instruction as required</li> </ul>	Outdoor Leader	2	A	L

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**PART B - HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL**

Hazard	Risk Event	Consequences	Initial Risk			Control Measures	Person Responsible	Current Risk		
<b>Logistics &amp; Equipment – List all risks associated with Logistics and Equipment.</b>										
Personal Protective Equipment (PPE)	Not provided or not correctly fitted	Abrasions, contusions, lacerations, asphyxiation	3	D	M	<ul style="list-style-type: none"> <li>• Range of sizes of life jackets available</li> <li>• Life jackets to be of the correct size, fit and suitability for activity</li> <li>• Life jackets to be worn to manufacturers specifications and secured throughout any activity session where participants are exposed to water hazards</li> <li>• Life jackets to be checked prior to commencing activity</li> </ul>	Outdoor Leader	2	B	L
Using damaged equipment	Equipment failure	Abrasions, contusions, lacerations, asphyxiation	3	D	M	<ul style="list-style-type: none"> <li>• Check condition of fastening systems on life jackets prior to use</li> </ul>	Outdoor Leader	2	D	L

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