

BeachEd Risk Analysis Management Systems

Venue: _____ Year: _____ Activity: **Clubhouse Activities**

Analysis		Description			
RISKS Accident, Injury, other forms of loss	<ul style="list-style-type: none"> Major Physical Injury (hospitalisation or death) Injury – Cuts, Abrasions, Soft Tissue, Fractures 				
	CAUSAL FACTORS Hazards, Perils, Dangers	People	Equipment	Environment	
<ul style="list-style-type: none"> Unsupervised children (windows, gear shed, kitchen, first aid room) Smoking Overcrowding in facility Running on stairs or inside Wet people on stairs 		<ul style="list-style-type: none"> Equipment not maintained Faulty Equipment Incorrect use of equipment Unsupervised access to equipment (gear shed) Flammable goods (petrol, cleaning goods) 	<ul style="list-style-type: none"> Height (Tower, windows, deck) Gear Shed/ Medical room with hazardous chemicals/ medical equipment Steps/ staircases Slippery Floors Hot showers Kitchen area (hot water, cleaning equipment) 		
RISK MANAGEMENT STRATEGIES	Normal Operation	<ul style="list-style-type: none"> Students supervised in clubhouse at all times Access to Gear Shed, Kitchen, Tower, First Aid Room limited to supervised tour only No Smoking in or near clubhouse Numbers inside clubhouse are appropriate to venue capabilities No running inside clubhouse Clear guidelines given at start of day for appropriate behaviour inside clubhouse Emergency Evacuation Plan and access paths clearly explained at commencement of programme 	<ul style="list-style-type: none"> Equipment well maintained at all times Any dangerous/ faulty equipment is stored out of access Use of equipment is well supervised at all times Limited numbers in areas where equipment is stored and space is limited (Gear shed, First Aid Room, Tower) 	<ul style="list-style-type: none"> Windows without safety locks remain closed at all times Hazardous chemicals secured First Aid equipment secured and out of reach All wet areas mopped up immediately Stairs have non slip surfacing Access to Gear Shed, Kitchen, Tower, First Aid Room limited to supervised tour only Ensure lighting is adequate for all activities 	
	Emergency	<ul style="list-style-type: none"> First Aid Kit Resuscitation Kit Emergency Telephone Whistle 			

<p>RELEVANT INDUSTRY STANDARDS</p>	<ul style="list-style-type: none"> • SLSNZ BeachEd manual • EOTC – A good practice guide for New Zealand Schools • SLSNZ Health and Safety Manual • SLSNZ Lifeguard Award Manual • Managing Risks in Outdoor Activities – NZ Mountain Safety Council 									
<p>POLICIES AND GUIDELINES RECOMMENDED</p>	<ul style="list-style-type: none"> • SLSNZ BeachEd Manual/ Code of Practice 									
<p>SKILLS REQUIRED BY STAFF</p>	<p>As per SLSNZ BeachEd programme manual guidelines:</p> <p>Instructors (minimum):</p> <ul style="list-style-type: none"> • Surf Lifeguard Award (currently refreshed) • First Aid Certificate (Unit Standards 6401 and 6402) • BeachEd Instructor Induction Course or 'on the job' training <p>Instructors (recommended):</p> <ul style="list-style-type: none"> • SLSNZ JuniorSurf Coach • CANZ Level One • An Outdoor Management Course <p>For each delivery venue (highly recommended):</p> <ul style="list-style-type: none"> • One Instructor who meets Senior Regional Guard minimum standards • First Aid Unit Standards 6400 									
<p>FINAL DECISION ON IMPLEMENTING ACTIVITY</p>	<table border="1"> <tr> <td colspan="3" style="text-align: center;">CHOOSE ONE</td> </tr> <tr> <td style="text-align: center;">ACCEPT <input checked="" type="checkbox"/></td> <td style="width: 100px;"></td> <td style="text-align: center;">REJECT <input type="checkbox"/></td> </tr> <tr> <td colspan="3">COMMENTS:</td> </tr> </table>	CHOOSE ONE			ACCEPT <input checked="" type="checkbox"/>		REJECT <input type="checkbox"/>	COMMENTS:		
CHOOSE ONE										
ACCEPT <input checked="" type="checkbox"/>		REJECT <input type="checkbox"/>								
COMMENTS:										