

Risk Analysis and Management System Devonport Schools Waterwise

School: _____

Date: _____

Analysis		Description		
Undesired Event(s), Accidents, Injury, other Forms of Damage	Drowning Child/Adult unaccounted for (missing) Drifting out to sea Hitting Head (concussion) Cuts Back Strain		Hypothermia Sea life, jelly fish, sea lice, orcas Stings Asthma attack, Anaphylactic shock Broken limbs, Twisted, sprained limbs, Sunburn Contaminated/unsafe water quality	
	Casual Factors Hazards/Perils/Dangers	People	Equipment	Environment
<ul style="list-style-type: none"> *dealing with one issue and missing another situation * chn disobeying * chn not listening * out of competency range * over confident * parent help unsure of what to do * not enough instructors * not enough adults * lack of set procedures * outsiders interfering * pre-existing medical condition 		<ul style="list-style-type: none"> * wrong sized buoyancy aid or wetsuit * optimists not rigged correctly * boats/kayaks badly maintained * outboard motor not Working * no oars in patrol boat * motors to close to chn in water * pedals/handles missing from kayaks 	<ul style="list-style-type: none"> * accurate weather forecast not gained prior to session activities * sunburn factors not taken into consideration * change of wind strength * too cold * sea lice, jelly fish * wind direction * wake from boats * broken glass * contaminated/unsafe water quality * wave action on shore/off shore, know the dangers of both 	
Risk Management Strategies	Normal Operations	<ul style="list-style-type: none"> * Strict behaviour guidelines * child may be removed by teacher * checking listening, by questioning * pre-assessment of chn by teacher * initial 25m swim in pool to check competency and confidence * all instructors briefed on medical, learning and physical difficulties of chn * clothes & life jacket demo, capsize drill and 25mtr swim in sea with life jacket must take place on first session * adhering to WW ratios * current first aid person present at each session * meetings to discuss procedures * respect shown to all adults * train instructors in advance * can call school for backup * adults to check changing rooms before chn change * Instructor to attend WW meetings 	<ul style="list-style-type: none"> * correctly fitting buoyancy aids-instructors to check, chn to remember sizes * all wear buoyancy aids, past the white line * 4 chn to carry an optimist * 2 chn to carry kayaks * chn not to touch outboard or petrol * no chn on water until patrol in water and operational * fill in log book, noting equipment problems * first aid kit on beach in red box * inhalers/epi pens in red box, who needs them? * WW keys and phone in red box * long hair tied back * instructors check all Optimists rigged correctly * patrol boat safety checks completed * teacher must be present before going afloat 	<ul style="list-style-type: none"> * pre-session check * check Safeswim website, understand the Safeswim policy * pre-session check * 2 weather forecast checks * Check now casting at Bean Rock * visual check at beach * tide check * monitor wind strength during session * aqua shoes recommended for all chn * sunhats * polypropylene-wind proof jacket, warm clothing essential * sunscreen readily available * monitor wind chill factor * too many complaints about cold, all chn out * keep chn busy during session * be aware of jellyfish * remove any dangerous objects * all be aware of waves [onshore/offshore conditions or boat wake]

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Risk Management Strategies	Emergency	People	Equipment	Environment
		Relevant Industry Standards Applicable		<ul style="list-style-type: none"> * practice emergency drill once per term * one person to road to act as 'pointer' for ambulance * all accidents/ emergencies are to be recorded in log book * 1 long blast on whistle means problem, all ashore * adults to settle chn, * head count? * first aid person and kit needed? * mobile phone to call ambulance? * can take asthma/anaphylactic patient to medical centre Lake Road
Policies and Guidelines Recommended		Instructors need to have completed module 1 & 2 of the Waterwise Instructor Course and be current Kayak Instructors need to have completed 1, 2 & 3 of the Waterwise Instructor Course and be current Devonport Schools Waterwise Ratios Each Rescue boat must have one current Instructor plus either a second instructor or other crew member 15yrs or older. One rescue boat = Max 4 Students on the water Each additional rescue boat = 4 additional students on the water When kayaking, each Kayak Instructor in a kayak = Additional 4 students in Kayaks Two instructors in a rescue boat = 6 students on the water, extra 2 in rescue boat or sailing 2 up in Opti, no more than 4 optis. Maximum wind limit when sailing = 15kts Maximum wind limit when kayaking = 10kts Life Jackets to be correctly fitted		
Skills Required by Instructors		Safe Swim Policy (see below) Out of Bays Policy (see below)		
Final Decision On Implementing Activity		Accept (circle)		
Signed: _____		Date: _____		
Print Name: _____				
Designation: _____				