

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Activity Details

CARA Creation Date: 29-Jan-2021			
Activity:	Power Boating in Small Craft		
Activity Scope:	<p>This guideline relates to student participation in Power boating in small craft^[1] as a curriculum activity.</p> <p>Power boating in small craft may involve other activities that have various risk levels. Refer to the relevant activity guideline (e.g. Towing and Trailers) for mandatory requirements associated with these activities.</p> <p>^[1]Small craft includes other Queensland regulated ships that are less than six metres and are powered by an outboard motor.</p>		
Guidelines:	https://education.qld.gov.au/curriculum/school-curriculum/CARA/activity-guidelines		
Activity Description:	<ul style="list-style-type: none"> • Small craft are used by TEEC in a support role during canoeing activities and as a transport method for camping and abseiling equipment. In rare circumstances the craft are used for emergency transport. Conditions on the lake are type one conditions as defined by Maritime Safety Queensland. • Students do not operate powerboats. 		
Inherent Risk Level:	Medium		
Inherent Risk Level Description:	Smooth waters; Partially smooth waters		
Start Date:	Friday, 01 January, 2021	End Date:	Friday, 31 December, 2021
On School Grounds:	No	Is parental permission required for this activity?	Yes

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Mandatory/Special Requirements	
<i>Mandatory requirements must be met for the activity to be conducted.</i>	
Obtain parental/carer consent and a medical questionnaire/declaration. (Note: Students with a medical condition that may impact on their safety during participation in this activity must be cleared by a medical practitioner to participate in the activity).	☑
Comply with the Transport Operations (Marine Safety) Regulation 2016 (Qld) and Maritime Safety Queensland requirements for licencing, registration, maintenance and safety equipment requirements (including lifejackets) for all vessels.	☑
Establish and implement procedures for emergencies such as injury and first aid, resuscitation, communication, emergency service contact details and supervision/safety detail of students, onboard fire, rescue of a person overboard, capsizing, sinking, running aground, a collision with another boat, striking of a submerged object and separation from the group that are appropriate to the activity, location and conditions.	☑
Induct students on emergency procedures (e.g. location of lifejackets), safety procedures (e.g. signalling for assistance, avoiding moving engine parts/propeller) and correct technique (e.g. starting the motor).	☑
All activities are to be supported by a 'mother ship'.	☑
Consent, licencing, registration and insurance requirements must be met and approved by the Principal, if privately owned equipment is being used or in connection with the activity (e.g. volunteer owned/operated support boats).	☑
Use a Boatsafe Training Provider if issuing boat licences to students.	☑
Refer to the School Excursions and International School Study Tours procedure for off-site activities.	☑
Ensure the school's sun safety strategy is followed.	☑
<p>Due to the nature of operation and the fact that students are rarely transported in TEEC small craft, many sections are not applicable to the situation at TEEC.</p> <p>All teachers carry a suitable first aid kit at all times and operate under the TEEC Boating Standard Operating Procedures</p> <p>The following General safety obligations apply: (Source http://www.msq.qld.gov.au/Safety.aspx)</p> <p>As the fundamental principle of the Transport Operations (Marine Safety) legislation, the general safety obligation transfers the responsibility of safety to owners and operators and encourages risk management. The Transport Operations (Marine Safety) Act 1994 imposes general safety obligations on:</p> <ul style="list-style-type: none"> * ship designers, builders and surveyors about the condition of ships * persons involved with the operation of a ship to operate it safely * owners and masters about safety equipment. <p>All owners and operators, masters and crew members must ensure the ship is:</p> <ul style="list-style-type: none"> * safe * properly equipped and crewed * operated in a safe manner. 	

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Risk Management Details

Supervision Requirements	
At least two adult supervisors, one of whom is a registered teacher, are required to supervise power boating activities.	<input checked="" type="checkbox"/>
Ensure adult supervisors are visible and easily identified and that all students are in sight of at least one adult supervisor at all times.	<input checked="" type="checkbox"/>
Adult supervisors must be ready to carry out an emergency procedure.	<input checked="" type="checkbox"/>
<i>Medium risk level additional supervision requirements</i>	
One adult supervisor is to travel in the ship with the student/s under instruction or in another ship in close proximity to the students, providing direct and immediate supervision to students operating other training ships. The students do not need to hold a licence to operate training ships.	<input checked="" type="checkbox"/>
A second adult supervisor must act as a lookout [1]. [1] The lookout must watch for approaching vessels, dangerous marine life and students in difficulty. The lookout must be able to rescue, provide first aid, CPR and resuscitation or direct someone who can immediately perform these duties.	<input checked="" type="checkbox"/>
When operating in smooth or partially smooth waters, at least one adult supervisor will have the ability to: effect the recovery of a student from the water; perform first aid and cardiopulmonary resuscitation (CPR); and operate signalling devices needed in a distress situation (including marine radio and flares).	<input checked="" type="checkbox"/>
Students do not operate power craft. We do not instruct students in the use of power boats. Maximum passengers 4 persons. "unless the person has a reasonable excuse." (Transport Operations (Marine Safety) Act 1994)	

Qualification Requirements

An adult supervisor with competence (knowledge and skills) in power boating with current first aid qualifications including CPR and anaphylaxis training . Refer to the Anaphylaxis Guidelines for Queensland State Schools for students with known allergies, and, if relevant, your school's Anaphylaxis Risk Management Plan.	<input checked="" type="checkbox"/>
A registered teacher with current first aid qualification including CPR with demonstrated ability to undertake instruction and training in power boating and holding a minimum of a Recreational Marine Driver Licence (RMDL) issued by Maritime Safety Queensland (MSQ).	<input checked="" type="checkbox"/>
OR	
A Boatsafe assessor who:	
holds a minimum of a restricted coxswains certificate of competency other than a "Restricted Coxswains (Schools)"	<input type="checkbox"/>

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is registered under the Boatsafe scheme; and	<input type="checkbox"/>
working under the direct supervision of a registered teacher.	<input type="checkbox"/>
This may be one adult supervisor with multiple qualifications or multiple adult supervisors.	
<p>All TEEC staff operating powerboats have a RMDL and operate under the TEEC Boating Standard Operating Procedures</p> <p>Registration requirements of our boats specify Class 2D and 2E operation, that is for educational courses in smooth and partially smooth waters, not exceeding one half nautical mile from land when in partially smooth waters, or in visual contact with mother ship.</p> <p>Maximum passengers 4 persons. "unless the person has a reasonable excuse." (Transport Operations (Marine Safety) Act 1994)</p>	

Equipment/Facility Requirements	
<p>The ship/s will be suitable for the activity (e.g. hygiene facilities, accommodation if required);</p> <ul style="list-style-type: none"> - carry first aid equipment, appropriate marine communications, minimum safety equipment and consumable items appropriate to the activity as per National Standard for Commercial Vessels C7A. See also Saftey Equipment for Boats in QLD; and - have a fixed Australian Builders Plate (capacity, capability and limitations of the vessel). 	<input checked="" type="checkbox"/>
<p>If the ship is chartered, the registered teacher must:</p> <ul style="list-style-type: none"> - carry appropriate communications equipment; and - be satisfied that the vessel is registered and is carrying the correct safety equipment and the required crew. The operator is required to have its own safety management system. 	<input checked="" type="checkbox"/>
Any equipment hired for use in student instruction must have Australian Standard Certification and comply with the requirements of this schedule.	<input checked="" type="checkbox"/>
All other Queensland regulated ships must comply with the Safety Management System Reference material and schools using their own vessel must keep documentation of all Boatsafe records as outlined in the Safety Management System Reference material .	<input checked="" type="checkbox"/>
Consent and insurance requirements must be met and approved by the Principal, if privately owned equipment is being used.	<input checked="" type="checkbox"/>
Any equipment hired for use in student instruction must have Australian Standard Certification and comply with the requirements of this Schedule.	<input checked="" type="checkbox"/>

Hazards and Control Measures	
<i>Before the activity</i>	
Considering environmental conditions	
Assess weather conditions (Bureau of Meteorology) and obtain advice from lifeguards and/or local authorities about waterway conditions, potential hazards (e.g. rips, tides, currents, submerged rocks, water temperature and depth conditions), and dangerous marine organisms.	<input checked="" type="checkbox"/>

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Accessing facilities and using equipment	
Lifejackets must be clearly visible and readily accessible.	<input checked="" type="checkbox"/>
Check the vessel for loose equipment, sharp edges and sun-heated metal seats.	<input checked="" type="checkbox"/>
Follow appropriate procedures for handling and mixing of fuels and the use of incendiary devices, such as flares.	<input checked="" type="checkbox"/>
Managing student considerations	
Ensure students are briefed about the nature and purpose of the activity, potential hazards and appropriate safety procedures.	<input checked="" type="checkbox"/>
Develop a procedure for students who may develop sea sickness.	<input checked="" type="checkbox"/>
Consider the duration of the activity and the provisions of food and water.	<input checked="" type="checkbox"/>
Ensure appropriate clothing for all likely weather conditions.	<input checked="" type="checkbox"/>
<i>During the activity</i>	
Considering environmental conditions	
Continually monitor the prevailing weather/water conditions and dangerous marine creatures (e.g. crocodiles, stingers, oysters). Cease activities when environmental conditions tend towards unfavourable.	<input checked="" type="checkbox"/>
Managing student considerations	
Watch for signs of dehydration, heat effects, seasickness and fatigue.	<input checked="" type="checkbox"/>
Conduct checks on group numbers and maintain contact between all group members using the established communication plan.	<input checked="" type="checkbox"/>
<i>After the activity</i>	
Accessing facilities and using equipment	
Switch off internal combustion engines before refuelling.	<input checked="" type="checkbox"/>
Ensure keys and starting devices are removed when not in use, and stored in a separate locked location.	<input checked="" type="checkbox"/>
Managing student considerations	
Implement procedures (e.g roll marking mechanisms) for students leaving the location.	<input checked="" type="checkbox"/>
Detailed risk management guidelines for this activity are outlined in the Tinaroo EEC Standard Operating Procedures Boating.	

Staff/Other Participants			
Family Name	Given Name	Type	Other Participants Role
Chan	Selina	Staff Member	N/A
Crosby	Bret	Staff Member	N/A
Dilger	Darryl	Staff Member	N/A

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Harrison	Philip	Staff Member	N/A
Holcroft	Kimberley	Staff Member	N/A
Lazaredes	Louka	Staff Member	N/A
MacGregor	Peter	Staff Member	N/A
Marsh	Matthew	Staff Member	N/A
Watson	Dayna	Staff Member	N/A

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Planning Considerations

Which students will be involved?

- Consider the number of students, size of student groups and students' capabilities e.g. age, experience, competence, fitness, maturity.
- Consider any individual student needs e.g. personalised learning, support provisions (including behaviour support plans), health management (including health plans and prescribed medication requirements).

Where will the students be?

- Consider the location of the activity e.g. remote/easily accessible, public /private, school/classroom/workshop/other.
- Is the number of students appropriate for the available space?
- If outdoors – sunsafe strategies are implemented; weather and environmental conditions are assessed before and during activity (e.g. temperature, storms, water currents, tides); and strategies to reduce the likelihood of viruses, allergies and skin infections caused by insects (e.g. ticks, mosquitoes, spiders) and other animals are applied.
- The site is checked for hazards (e.g. poisonous plants, dangerous animals, uneven terrain, barbed wire,) and necessary controls implemented.
- Activities are appropriately situated in relation to buildings, pedestrians, members of the public, vehicles and other activities e.g. designated areas for activity, spectators and vehicles are established.

What will the students be doing?

- Consider the nature and duration of the activity i.e. need for drinking water, food, rest, appropriate clothing, warm-up and warm-down.
- Instruction in rules and pre-requisite skills is provided.
- Student skills are developed in a progressive and sequential manner.
- First aid and emergency medical treatment provisions are appropriate for the type of activity and location e.g. first aid kit, first aid trained personnel, Ventolin®, Epipen®, and students' personal prescribed medications as required in health plans are available.
- Emergency response strategies are in place e.g. communication plans (e.g. mobile phone, walkie talkie), safety induction, evacuation plans.
- Hair, clothing, footwear and jewellery are worn in a manner that is appropriate and safe for the activity.
- Personal items, e.g. drink bottles, towels and mouthguards, will not be shared between students.

What will the students be using?

- Instruction in safety procedures and safe handling of equipment is provided.
- Equipment is suitable for the activity, properly maintained, appropriately used and complies with the relevant safety standard.
- [Relevant department procedures and guidelines](#) are adhered to for the use of equipment and work processes.

Who will be leading the activity?

- A registered teacher has overall responsibility for the activity.
- Sufficient adult supervision is in place to manage the activity safely (including in emergency situations).
- The activity leader has the competence (knowledge and skills) to plan, induct, instruct and manage the activity safely for students and others.
- There are sufficient adults present with current First Aid qualifications (including CPR) or ready access to qualified first aid personnel.
- Blue Card requirements are adhered to for leaders/volunteers.

I have incorporated the above factors when planning my risk management strategies for this activity.

Additional activity-specific requirements for students with specialised learning needs are provided in the Other Details box below.

Additional equipment and TEEC staff are occasionally employed with students with special needs. The exact modifications to this activity are dependent on the precise requirements of the student concerned.

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Monitor and Review

Informal review of activity after each program