

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Activity Details

CARA Creation Date: 07-Nov-2019			
Activity:	Swimming in locations other than pools		
Activity Scope:	<p>This guideline relates to student participation in swimming at locations^[1] other than a swimming pool, as a curriculum activity.</p> <p>Refer to the Swimming in pools activity guideline for swimming carnivals, learn to swim and training and/or squads.</p> <p>^[1]Locations may include clear, shallow, calm and confined swimming areas at natural venues (e.g. dams and non-surf beaches), clear, deep and/or flowing swimming areas (e.g. lakes, rivers, deep non-surf beaches and dams), bodies of water exposed to currents, strong winds, large waves and/or access to open waters (e.g. beaches exposed to rip and swell conditions, and lakes or rivers exposed to currents).</p>		
Guidelines:	https://education.qld.gov.au/curriculum/school-curriculum/CARA/activity-guidelines		
Activity Description:	<ul style="list-style-type: none"> Supervised swimming in a defined swimming enclosure made of set buoys at TEEC or marked swimming locations (Buoys and/or defined boundaries) around Tinaroo Dam. Students in Primary and Secondary school. Generally PFDs will be worn during swimming activity by students. A Swimming roll (buddy numbering system) is used. 		
Inherent Risk Level:	High		
Inherent Risk Level Description:	Swimming activities at locations other than a swimming pool, as a curriculum activity.		
Start Date:	Wednesday, 01 January, 2020	End Date:	Thursday, 31 December, 2020
On School Grounds:	No	Is parental permission required for this activity?	Yes

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

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 for high risk activities. (Note: Students with a medical condition that may impact on their safety must be cleared by a medical practitioner prior to participation in the activity).	<input checked="" type="checkbox"/>
Follow the advice found in Guidelines for Managing Risks in Recreational Water and at Beachsafe .	<input checked="" type="checkbox"/>
Establish and implement safety procedures appropriate to the activity. This must include, but is not limited to: the checklists found in the Royal Life Saving Fact Sheets ; the location of the activity (e.g. Inland waterways , Beach safety); and the identification/control of drowning or injury hazards at the location.	<input checked="" type="checkbox"/>
Establish and implement procedures appropriate to the activity, location and conditions. This must include, but is not limited to: safety; emergencies (e.g. drowning, injury, first aid); resuscitation; communication (e.g. assistance, emergency services, parent notification); and supervision.	<input checked="" type="checkbox"/>
Refer to the School Excursions and International School Study Tours procedure for off-site swimming activities.	<input type="checkbox"/>
Ensure the school's sun safety strategy is followed.	<input checked="" type="checkbox"/>
Induct students on procedures for emergency, safety procedures and correct technique.	<input checked="" type="checkbox"/>

Risk Management Details

Supervision Requirements	
At least two adult supervisors must be present for recovery and supervision roles to manage the activity safely (including emergency situations). Consider the age/size/ability/maturity of students in this supervision ratio decision. Principals make decisions about the supervision requirements.	<input checked="" type="checkbox"/>
At all times , at least one adult supervisor with capability and competence (knowledge and skills) to assist/recover a student must be ready to perform a rescue. At no time , should students be relied upon to recover a swimmer in difficulty.	<input checked="" type="checkbox"/>
Ensure adult supervisors are visible and easily identified and all students are in sight of at least one adult supervisor at all times.	<input checked="" type="checkbox"/>
All TEEC staff meet minimum qualifications to supervise recreational swimming (Perform basic water rescues SISCAQU002). At least one adult present will have current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or immediate access to first aid facilities, including qualified personnel. At least one adult present will have competence (demonstrated ability) in the teaching of recreational swimming.	

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Qualification Requirements	
The adult supervisor with overall responsibility for the activity must hold:	
A statement of attainment from a Registered Training Organisation (RTO) or governing sporting body covering:	
SISCAQU002 – Perform basic water rescues (previously SISACU202A) AND	<input checked="" type="checkbox"/>
HLTAID001 – Provide Cardio Pulmonary Resuscitation (previously HLTCPR211A) AND	<input checked="" type="checkbox"/>
HLTAID003 – Provide first aid (previously HLTF311A)	<input checked="" type="checkbox"/>
or equivalent units of competency.	<input checked="" type="checkbox"/>
This may be one adult with multiple qualifications or multiple adults.	
OR	
A qualification in the supervision of recreational swimming in the specific activity environment and the ability to perform rescues in this environment, as determined by the Principal. For support in determining qualifications and competence refer to the Content - practical section on Royal Life Saving Society – Australia website .	<input type="checkbox"/>
In circumstances where one adult supervisor holds both the water rescue qualification and the Cardio Pulmonary Resuscitation qualification and is involved in an emergency situation, another adult supervisor will be required to ensure students exit the water safely and manage effective supervision of students.	<input type="checkbox"/>
Note: Consideration of the risks associated with the specific aquatic environment where the activity is to take place should account for the adult supervisors' capability, relevance and currency.	

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Equipment/Facility Requirements	
The aquatic environment contains a clearly defined swimming area (e.g. between the flags on the patrolled beach).	<input checked="" type="checkbox"/>
Readily available flotation and reaching aids (e.g. light-weight poles, pool noodles or ropes with a float attached) are provided for clear and/or flowing swimming areas or rescue equipment (e.g. a rescue tube and rescue board) for bodies of water exposed to rips, waves or currents.	<input checked="" type="checkbox"/>
An emergency signal (e.g. whistle, airhorn).	<input checked="" type="checkbox"/>
Consent and insurance requirements must be met and approved by the Principal, if privately owned equipment is being used.	<input type="checkbox"/>
<p>Sign-in board and whistle are located at TEEC swimming enclosure Footwear will be worn whilst in the water. TEEC policy accepts open sandals as footwear. The wearing of PFDs is generally required by all students when swimming on TEEC programs. The TEEC Teacher(s), in consultation with the visiting teacher(s), may allow students to swim without a PFD, subject to conditions at the time. The visiting teacher(s) will provide, before or at the start of each camp, information to the TEEC teacher(s) identifying the individual swimming ability of each student in the group.</p>	

Hazards and Control Measures	
<i>Before the activity</i>	
Considering environmental conditions	
Check with the local authority (e.g. council) for the presence of water contaminants (e.g. oil spill, blue-green algae) and other dangers (e.g. stonefish, blue-ring octopus, crocodiles). Refer to Australian Institute of Marine Sciences for information on stonefish and other dangerous Australian marine animals. Refer to Queensland Poisons Information Centre for further information about types of poisoning and treatment available, or phone 13 11 26 .	<input checked="" type="checkbox"/>
Assess weather conditions (Bureau of Meteorology) and obtain advice from the local authority (e.g. lifeguards, park rangers, councils) about local environmental conditions.	<input checked="" type="checkbox"/>
Select a location considering the depth of water (appropriate to the ability of the students), tidal flow and currents, water visibility/temperature, marine life, underwater hazards (e.g. vegetation, rocks, debris, logs) and watercraft using the location.	<input checked="" type="checkbox"/>
Define the boundaries of the safe swimming area. Depending on the location, it is recommended that rope floats or anchored buoys linked with ropes be used.	<input checked="" type="checkbox"/>
Accessing facilities and using equipment	
Seek confirmation (if possible) regarding, emergency action plans, rescue processes and roles, availability and qualifications of any personnel on site (e.g. lifeguard service). When swimming at a patrolled beach advise the lifeguard/lifesaving service on duty of the group's location and the intention for the activity.	<input type="checkbox"/>
Ensure a pontoon, boat or float is in close proximity to students in open water.	<input type="checkbox"/>

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Ensure stinger suits and/or footwear is worn in the water when appropriate for the swimming area (e.g. enclosed footwear with thick soles when swimming in creeks or estuaries where dangers such as stonefish may be present).	<input type="checkbox"/>
Ensure all equipment (e.g. flippers, inflatable devices, slides) is in good repair and used according to manufacturer's specifications.	<input checked="" type="checkbox"/>
Managing student considerations	
Assess students' ability to swim at the specific location. If non-swimmers are involved in the activity, ensure appropriate supervision and risk mitigation strategies are in place.	<input checked="" type="checkbox"/>
Have all students wear easily identifiable clothing to assist with identification in the water (e.g. brightly coloured rash vests, sunshirts or bibs). Consider high-visibility wrist bands for medically at-risk students (asthma, anaphylaxis, epilepsy) as appropriate.	<input type="checkbox"/>
Advise students about the dangers of diving/jumping into the water relevant to the swimming location.	<input checked="" type="checkbox"/>
<i>During the activity</i>	
Considering environmental conditions	
Cease activities when conditions tend towards unfavourable (e.g. impending storm, rips, extreme heat) or where environmental warnings have been issued (e.g. beaches have been closed by lifeguards).	<input checked="" type="checkbox"/>
Managing student considerations	
Continuously monitor students for signs of fatigue and exhaustion.	<input checked="" type="checkbox"/>
Conduct safety checks (e.g. a buddy system or roll checks) during the activity.	<input checked="" type="checkbox"/>
<i>After the activity</i>	
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 Swimming.	

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

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

Approval Details

Approval Status: Approved

Approval Officer Name:	MacGregor, Peter	Approval Date:	08-Jan-2020
------------------------	------------------	----------------	-------------

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.

Tinaroo Environmental Education Centre

Curriculum Activity Risk Assessment

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 dependant on the precise requirements of the student concerned.