ACC CROSS COUNTRY CHAMPIONSHIP 2018
Risk Assessment

		Assessment Date	2/8/2018
Assessed By	**Paddy McKenna**	Event Manager	**Paddy McKenna**

Location	**Bundoora Park, Plenty Rd Bundoora**	Activities	**Cross Country Running**
Date of activity	**12/9/2018**		
Time of activity	**10.45am start**		

1	INDOOR HAZARDS	
1.1	Inappropriate lighting	
1.2	Temperature	
1.3	Insufficient or unsuitable space	
1.4	Untidiness – causing trip / fire hazard	
1.5	Stairs – dark / steep / no handrail	
1.6	Lack of fire escapes / extinguishers / procedures	
1.7	Slip / trip / fall hazards	
1.8	Inadequate ventilation	
1.9	Inhalation of dust	
1.10	Poor surfaces for activities – slips / trips / impact	
1.11	Electrical hazards	

2	SPORTING ACTIVITY HAZARDS	
2.1	Uneven playing surface	Y
2.2	Playing surface too hard or soft	
2.3	Hard or sharp objects on pitch	Y
2.4	Sliding on Astroturf or similar surface	
2.5	Collisions / Conflict with surrounding objects or people	Y
2.6	Impact from sports equipment - Ball or Clubs	
2.7	Contact sport injury	
2.8	Personal injury – fracture / sprains / cuts	Y

3	HAZARDS ON COASTS & COASTAL WATERS	
3.1	Falls from cliffs, piers, sea walls	
3.2	Struck by falling objects from cliff	
3.3	Slips & falls on slopes / loose surfaces	
3.4	Quick sand & mud	
3.5	Access problems due to steep angle of beach slope	
3.6	Collisions between water users	
3.7	Swept away by wave surges	
3.8	Being washed against rocks / piers	
3.9	Low water temperatures	
3.10	Communication problems from waves / swell / distance	
3.11	Struck by objects in water	
3.12	Stranded by tides	
3.13	Swept away by currents	
3.14	Rip tides	
3.15	Longshore drift	
3.16	Conflicts between beach users	

4	HAZARDS ON STILL / MOVING WATER	
4.1	Getting swept away from equipment or people	
4.2	Collision with rocks in and to sides of rivers	
4.3	Striking / trapping by submerged obstacles	
4.4	Being dragged down by undertow	
4.5	Restricted or impossible access to / from water	
4.6	Access problems – rescue / getting kit into water	
4.7	Falls from drops in level at weirs / waterfalls	
4.8	Getting out of depth	
4.9	Low water temperature	
4.10	Separation from other people	
4.11	Slips / trips on steep banks or uneven surfaces	Y
4.12	Difficult communications	
4.13	Remote locations	

5	HAZARDS ON HILLS AND MOUNTAINS	
5.1	Slips & trips on grass, mud, rock	Y
5.2	River crossings	
5.3	Remote locations	
5.4	Difficult communication – weather / distance	
5.5	Falling debris	Y
5.6	Extra work imposed by terrain type / angle	
5.7	Lack of shelter	Y
5.8	Separation of group members	
5.9	Getting lost	
5.10	Falls from height	
5.11	Extremes of weather	Y

6	PEOPLE & ORGANISATIONAL HAZARDS	
6.1	Lack of information, training or instruction	
6.2	Poor activity planning or preparation	
6.3	Poor activity delivery or organisation	Y
6.4	Ignorance of rules and / or procedures	Y
6.5	Unsafe behaviour or attitude	Y
6.6	Lack of appropriate first aid equipment and experience	Y
6.7	Medical conditions of participants	Y
6.8	Poor safety control from group leaders	
6.9	Poor safety awareness from participants	Y
6.10	Lack of cooperation within group	Y
6.11	Differing skill levels within group	Y
6.12	Low level of physical fitness / strength	
6.13	Aggression between participants	
6.14	Aggression from crowd / public	
6.15	Contact between participants increasing risk	

7	EQUIPMENT AND OTHER HAZARDS	
7.1	Crash handling	
7.2	Transport to and from your activity	Y
7.3	Food poisoning	Y
7.4	Hazardous substances	
7.5	Equipment with moving / hot parts	
7.6	Heavy equipment	
7.7	Electrical hazards from equipment	Y
7.8	Noise from equipment	
7.9	Risk of trapping body / clothing in equipment	
7.10	Inadequate environment for equipment operation	
7.11	Inadequate protective equipment	
7.12	Equipment in unsuitable condition	

8	OTHER HAZARDS SPECIFIC TO YOUR ACTIVITY	
8.1	Sunsense & Dehydration	Y
8.2	Lightning	Y
8.3		
8.4		
8.5		
8.6		
8.7		
8.8		
8.9		
8.10		

Risk Assessment – Student Activities

Association Event	**ACC 2018 Cross Country Championship**	**Number of persons involved**	**800**
Nature of Activity	**Running**	**Frequency of Activity**	**One Day**

Assessed By	**Paddy McKenna**	**Date**	**12/09/2018**

Hazard Ref.	Potential Effect	Existing Controls in Place	Score Low/Medium/High Risk	Further Controls Required?	Who By	When
2.1, 2.8	**Uneven surface** Personal injury – fracture / sprains / cuts	The cross country carnival is conducted on an outdoor surface through parkland that is often undulating. Competitors will be checked to ensure they are wearing adequate footware. Event Manager to check the course on the morning of the competition and remove any stray branches or bushes that cover the course.	Medium	Course marshalls to be vigilant during the event and remove any obstacles that arise.	Event Manager, Marshall	On the day
2.3	**Hard or Sharp Objects on the course**	A safety and venue audit will be conducted prior to the commencement of the cross country. Any sharp objects will be removed and witches hats will be placed near any potential danger as a warning sign. Students encouraged to walk the course prior to the first event to familiarise themselves with the course route and any such obstacles.	Low/Medium		Event Manager and his nominee	On the day
2.5	**Collisons/conflict with surrounding objects or people**	Course area will be clearly marked to avoid parents/students etc getting in the way of the competitors. The initial start will involve two hundred metre run to the first bend in order to avoid collision amongst competitors as they move out of the starting zone.	Medium		Event Manager	On the day

2.8, 6.6	**Personal Injury**	There are often medical situations involved with the Cross Country Championship. Three (3) first aid medics will be on site for the duration of the event. All course marshalls will be required to assist with first aid where apporpriate. An ambulance will be called in the event of an emergency, following consultation with the first aid medics and event management. Schools are requested to bring a first aid kit in order to deal with minor injuries such as cuts and grazes. Course officials should contact the Event Manager in the case of a medical emergency or other emergency. Mobile phone details will be distributed on the day. Two-way radios will be provided to key officials, incuding course marshalls, first aid medics and event management staff. A mobile first aid vehicle (4WD) will be onsite during the event and will be based on course. Students should be advised of appropriate clothing and footwear to be worn during the event. Students wearing inappropriate clothing or footwear will not be permitted to participate.	High		Teachers, Schools, Event Manager	Pre-event On the day
4.11, 5.1	**Slips, trips**	Minor course adjustments will be made during the event if particular areas of the course become a safety concern. Warnings will be provided to competitors pre-race, and orange witches hats will be in place on course to indicate potential safety risks.	Medium		Marshalls, Event Manager	On the day
5.5	**Falling debris**	The cross country carnival is conducted through some wooded areas where there is a chance of falling debris.	High		Event Manager	On the day
5.7	**Lack of Shelter**	Schools to bring individual marquees/tents in order for extra shelter. Marquee shelter provided for all event staff – first aid, timing & results, event management.	Low		Individual Schools	Pre-event On the day
5.11	**Extremes of weather**	Event Manager will monitor weather conditions in relation to heat, storms and adverse weather. Event may be postponed, suspended or cancelled as required. Event will be cancelled in extreme weather conditions e.g The BOM issues a local severe weather warning for damaging winds and storm activity. School supplied marquees must have appropriate weights and anchor supports to ensure that they do not become a safety risk in extreme weather. If strong wind warnings are issued by the BOM then pop up marquees will not be allowed to be used by schools.	Medium		Event Manager	On the day

6.3	**Poor activity delivery or organisation**	The Event Manager will ensure that all event staff are briefed regarding: the rules of the carnival, their roles and responsibilities with their duties and safety procedures	Low		Event Manager	Pre-event On the day
6.4, 6.5, 6.6	**Ignorance of rules and / or procedures**	All schools have been sent a copy of the rules and guidelines. They are also available on the website.	Low		Event Manager	Pre-event
6.7	**Medical Conditions**	Asthmatics are requested to bring their own 'puffers' and take appropriate medication prior to competing. Students with injuries or suffering illness should not compete. Only those who have been training and are suitably fit should be allowed to compete. Individual schools to manage adequately.	High		Individual Schools	Pre-event On the day
6.9	**Poor safety awareness from participants**	Risk assessment details and safety guidelines made available to all schools prior to the event. Safety guidelines also published on the ACC website. Information and safety briefing provided to all participants pre-race.	Low		Event Manager	Pre-event On the day
7.2	**Transport to and from your activity**	Responsibility is with the member schools	N/A		Individual Schools	Pre-event On the day
7.3	**Food poisoning**	Food and refreshments provided to event staff to be prepared by accredited food handlers. Adequate food handling and storage equipment to be utilised. Food van on site to have relevant licences – food handling certificate accreditation.	Low		Event Manager	Pre-event On the day
7.7	**Electrical hazards from equipment**	All electrical items to be tagged and tested. All cables and electricity leads to be protected from the weather (covered adequately in waterproof material).	Medium		Event Manager, Results & Timing	Pre-event On the day
8.1	**Sun Sense, Dehydration**	All competitors, officials and spectators reminded to use sun protection. Sunscreen provided for all event staff. All schools have been requested to inform their students that they must supply their own drinking water. In addition, each school needs to provide water bottles / containers that their students can use for refills throughout the event. Event support staff will be supplied with ample water throughout the duration of the event. Water and ice will be made available at the finish line for all first aid and emergency requirements. Ample water supplies will be made available in the first aid marquee.	Low		Individual Schools, Event Manager	Pre-event On the day
8.2	**Lightning**	Competitors to be advised that at the first sign of local thunder or lightning they are to abandon the race. Competitors should seek the assistance of the closest course official. Organisers to sweep the course to ensure compliance.	Low		Course officials, Event Manager	Pre-event On the day