

INFORMATION FOR PRINCIPALS

EVENT: Primary Swimming Carnivals

DATE: Tuesday 23 April 2024 (Gold & Black) and Wednesday 24 April 2024 (Churchlands Cluster)

School Sport WA proudly presents the following information to Principals to assist in the completing checklist of the Department excursions and management plan.

THE ENVIRONMENT

- The venue is HBF Stadium, Indoor 8 Lane Pool (23 April) and 10 Lane Outdoor Pool (24 April)
- It is a Venues West facility set up specifically for swimming.
- It has change rooms and ablution facilities.

TRANSPORT ARRANGEMENTS

- It is a school/parent responsibility to transport the students to and from the venue.

THE STUDENTS' CAPACITY

- Students are nominated by their schools/parents on the basis of their swimming ability. Information related to the students' health has been requested in writing from the students' parents.

THE SUPERVISORY TEAM

- The students will be supervised by qualified teachers and swimming referees who have been appointed for their expertise in the area of swimming carnival procedures and by on duty lifeguards.
- Qualified HBF Stadium First Aid personnel will be in attendance to render emergency care.
- Schools attending should each have their own first aid kit.

THE INVOLVEMENT EXTERNAL PROVIDERS

- Health care will be provided by HBF Stadium lifeguards qualified in advanced First Aid.
- All personnel conducting activities have a current Working with Children Card.
- Venues West and SSWA both have liability insurances to a limit of \$20m

SUPERVISION STRATEGIES

All participants:

- Will be supervised by the schools allocated teacher/s.
- Will be under the care of other teachers who will be present as course controllers, adult course marshals, and supervisors.
- Will be required to remain on site for the duration of the trials unless accompanied by their parent/guardian.
- Are not to enter the water before or after their event unless directed to do so by the swim course controller.

IDENTIFYING EVENT PARTICIPANTS

Students:

- Will be registered by name and school for each event they enter
- Will be dressed in an identifiable school uniform whilst at the race venue.
- Where possible will wear identifiable school uniform while racing.

PROVIDE INFORMATION AND SEEK CONSENT

- Parents/guardians of student participants have been provided with full details of the activity.
- Parent information sheets are available on the SSWA web site (www.schoolsportwa.com.au)

COMMUNICATION STRATEGIES

- A public address system will be used to communicate with participants.
- Qualified staff supervising all activities will communicate using mobile phones in an emergency.

EMERGENCY RESPONSE PLANNING

- HBF Stadium staff will advise a designated general assembly point and direct all participants in case of emergency evacuation procedures.
- Participants will move to this point if initially unable to locate their supervising teacher. The supervising teacher will be called to this location to assist the student.
- The teacher-in-charge has a list of the names of participating students, contact telephone numbers, student medical information and relevant health information of supervisors.

BRIEF STUDENTS AND SUPERVISORS

- A full briefing will be provided to all participants prior to the event's commencement.