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| **SOUTH WEST SCHOOL SPORT ASSOCIATION**  **WINTER CARNIVAL 2024** RISK MANAGEMENT PLAN |

**EVENT: South West School Sport Winter Carnival**

**DATE: Wednesday 18th September 2023 (9.00am - 2.00pm)**

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

**THE ENVIRONMENT**

The venues include:

* Hay Park Sporting Grounds including Soccer, Hockey, Touch Rugby and Netball Facilities.
* Indoor Beach Volleyball Centre (Volleyball)
* Geographe Leisure Centre (Volleyball)
* South West Sports Centre (Basketball)
* Eaton Recreation Centre (Basketball)
* Leschenault Leisure Centre (Basketball)
* These are facilities that serve as sports venues for various community and association meets and carnivals in the Bunbury and District Area.
* They all have suitable ablution, water and food facilities.

**TRANSPORT ARRANGEMENTS**

It is a parent/teacher responsibility to transport the students to and from the sporting venue.

**THE STUDENTS’ CAPACITY**

* Students are nominated by their schools based on their sporting ability.
* Information related to the students’ health is a school responsibility.

**THE SUPERVISORY TEAM**

* The students will be supervised by qualified teachers and external providers who have been appointed for their expertise in their area and have Working with Children Checks.
* The SSWA appointed Sport Coordinator, Jason Reid, will always be in attendance and available via mobile phone 0409 917 410.
* St. John Ambulance will be in attendance to render emergency care at the Hay Park Facility located at the AFL Football Grounds/Netball Courts – Officers can be relocated to wherever there is an injury.
* Individual Coaches/Teachers must supply and be prepared for basic first aid procedures.
* Schools must provide first aid at facilities NOT directly linked to Hay Park.

**SUPERVISION STRATEGIES**

All participants will:

* be under the immediate supervision of their accompanying teacher/school official for the duration of the event.
* be required to remain on site for the duration of the event unless accompanied off site by their parent/guardian/teacher. Parents/guardians must seek approval from their respective teacher before removing their child from the sporting event.

**IDENTIFYING PARTICIPANTS**

Students

* All students will be expected to wear their school uniform and will be under the supervision of their teacher.

**PROVIDE INFORMATION AND SEEK CONSENT**

* Schools are required to inform student participants’ parents/guardians with full details of the activity.

**COMMUNICATION STRATEGIES**

* All co-ordinators have the South West School Sports Co-ordinators Mobile phone for emergencies.
* All teachers have whistles to attract attention from their groups.
* In the case of an emergency all participants would be communicated to either through a public address system or via continual sirens sounding.

**EMERGENCY RESPONSE PLANNING**

* A designated assembly point will be shown to all participants prior to the event commencement by all co-ordinators. All venues have supplied their Emergency Response Procedures or Evacuation Plans.
* Participants will move to this point under the direction of their supervising teacher if required.
* The teacher-in-charge has a list of names of participating students, contact telephone numbers, student medical information and relevant health information of supervisors.

**STUDENT AND SUPERVISOR BRIEFING**

A full briefing will be provided to all participants prior to the commencement of the Sporting event and discuss Evacuation Procedures for their specific Facility.

**COVID-19**

All students, staff and spectators must adhere to with the current COVID-19 safety guidelines.