

Catholic Education CURRICULUM ACTIVITY RISK ASSESSMENT

School/College	BDSSS SWIMMING CARNIVAL		
Curriculum Activity (Attach the EQ Activity Guidelines to this document)			
Risk Level	HIGH		
Details of Activity	BDSSS INTER-SCHOOL SWIMMING CARNIVAL		
Teachers / Leaders of Activity	MERVYN MCDONALD - BUNDABERG SHS		
Year Levels Involved	11-18 YEARS		
Start Date	11 / 03 / 2022	End Date	11 / 03 / 2022
Approximate Supervision Ratio	1:20		
Venue	NORVILLE PARK SWIMMING COMPLEX, BUNDABERG		
Minimum supervision requirements met (as per Education Queensland Curriculum Activity Risk Management Guideline)	☒ Yes		☐ No
A registered teacher will be present to take overall control	☒ Yes		☐ No
Minimum qualification requirements met (as per Education Queensland Curriculum Activity Risk Management Guideline)	☒ Yes		☐ No
Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel	☒ Yes		☐ No
Blue Card requirements met	☒ Yes		☐ No
Minimum Equipment / Facilities Requirements met (as per Education Queensland Curriculum Activity Risk Management Guideline)	☒ Yes		☐ No
If NO for any of the above, risk will be managed through the following			
Suggested control measures have been met (as per Education Queensland Curriculum Activity Risk Management Guideline)	☒ Yes		☐ No
If NO, risk will be managed through the following			
Is parental permission required for this activity?	☒ Yes	☐ No	If YES has it been gained? ☒ Yes ☐ No
Extra Information	EACH SCHOOL IS RESPONSIBLE FOR GAINING PARENTAL PERMISSION		
Submitted by	MERVYN MCDONALD	Date	24 / 02 / 2022

APPROVAL

Approved as submitted



Approved with the following condition(s)



Not approved for the following reason(s)

By: PAUL THOMPSON

Designation: BDSSS Chair

Signed:



Date: 24 / 02 / 2022

Teachers / Leaders of this activity who have been trained in these procedures and read the relevant Education Queensland Activity Guidelines.

Monitor and Review

Are the control measures still effective?

☐ Yes☐ No

Have there been any changes?

☐ Yes☐ No

Are further actions required?

☐ Yes☐ No**Details:****Completed By**

PAUL THOMPSON

Date

24 / 02 / 2022

Swimming

in pools

The planning considerations that are common to all curriculum activities can be found in the [CARA generic template](#). These must be considered as well as the activity-specific considerations outlined below.

Activity scope

This guideline relates to student participation in swimming and other activities¹ held in municipal, commercial or school swimming pools as a curriculum activity.

Refer to the [Swimming in locations other than pools](#) activity guideline for swimming in natural environments (e.g. beaches, dams, rivers, lakes).

Note: A separate risk assessment for unstructured, recreational swimming should be undertaken using the [CARA generic template](#) as these activities are beyond the scope of this guideline.

Mandatory requirements

Mandatory requirements must be met for the activity to be conducted.

- Determine student suitability to undertake swimming activities considering age, size, ability and maturity of students.
- Obtain parental/carers consent and a medical questionnaire/declaration for swimming activities. (Note: students with a medical condition that may impact their safety must be cleared by a medical practitioner prior to participation in the activity).
- 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.
- Establish and implement safety procedures. This must include, but not be limited to; the procedures outlined in the [Managing risks at publicly accessible pools](#) guideline. Industry consensus for adult supervisor to student ratios can be found in the [Coach/Teacher to Student Ratios – for Coaching and Teaching](#) from the [Australian Swimming Coaches and Teachers Association](#).
- Induct students on procedures for emergency and safety procedures.
- Ensure the school's [sun safety strategy](#) is followed.

For swimming carnivals

- Allocate supervision and emergency roles for all adult supervisors (e.g. water safety, lifeguard, first aid).
- Ensure that students' swimming abilities are appropriately matched to the events they are participating in.

Risk level

High risk: Participating in learning of swimming or water safety in a pool environment.



¹ Other activities may include learn to swim, water safety, stroke correction, coaching and training sessions, swimming carnivals and/or other activities not covered by a specific activity guideline (e.g. synchronised swimming).

Supervision requirements

For all swimming activities in pools

- Provide sufficient adult supervision to manage the activity safely (including emergency situations). Consider the age/size/ability/maturity of students in this decision. Principals make decisions about the supervision requirements. For support in determining appropriate adult supervisor to student ratios refer to [Coach/Teacher to Student Ratios – for Coaching and Teaching](#).
- **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.
- Ensure adult supervisors are visible and easily identified and all students are in sight of at least one adult supervisor at all times.
- There are additional supervision and qualifications necessary when supervising students with specialised learning needs and/or disability, see page 3.

Additional requirements for students in Prep to Year 6 undertaking swimming activities in pools

- At least two adults supervisors must be present for recovery and supervision roles, one of whom must be a registered teacher to assume overall responsibility for the welfare of students at the venue.

Additional requirements for students in Years 7–12 undertaking swimming activities in pools

- One registered teacher with qualifications may be sufficient to fulfil both recovery and supervision roles provided all students have been instructed to respond correctly in an emergency. In this situation, the student's correct response should include clearing the water, assembling in a safe area and providing adequate assistance, such as seeking adult help, summoning an ambulance and/or acting in a support role in resuscitation, if necessary.

Additional requirements for swimming carnivals

- Additional supervision should be considered, taking into account the nature of the event, students' ages, swimming abilities and specialised learning, access and/or health needs. Principals make decisions about the supervision requirements.
- Additional supervision may also be required for marshalling, race starts, pool supervision and out-of-pool supervision. Principals make decisions about the supervision requirements.

Qualifications for supervisors

High risk level

The adult supervisor with overall responsibility for the activity must demonstrate:

- competence (knowledge and skills) to recognise, prevent and respond to emergencies in, on and around the swimming pool; **and**
- current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ability to immediately identify and access personnel qualified in CPR and first aid; **and**
- capacity to identify a person in difficulty; **and**
- capacity to identify an appropriate rescue procedure and undertake a rescue exercise at the facility or comparable aquatic environment including using appropriate rescue aids, for example, rope throw rescue, swim to the centre of the pool and retrieve a weighted object from the deepest part of the pool.

This may be one adult with multiple qualifications or multiple adults.

In addition to the high risk level qualifications above, for swimming and water safety activities, such as skills in floating, basic competitive and lifesaving strokes, survival skills in a water environment, a registered teacher or other activity leader with a swimming and water safety teacher qualification from an RTO or governing sporting body, for example [Get Active Queensland Accreditation Program](#) (GAQAP) is required.

In addition to high risk level qualifications above, swimming and water safety activities for students with specialised learning needs and/or disability require:

For children less than 5 years old

- a registered teacher or other activity leader with a statement of attainment from an RTO or governing sporting body covering *SISCAQU011 Foster the development of infants and toddlers in an aquatic environment* unit of competency or equivalent.

For students with disabilities

- a registered teacher or other activity leader with a statement of attainment from an RTO or governing sporting body covering *SISCAQU012 Assist participants with a disability during aquatic activities* unit of competency or equivalent.

In addition to high risk level qualifications above, for swimming coaching activities and/or supervision of training and squads require:

- a registered teacher with competence (knowledge and skills) in the coaching of swimming, demonstrated through knowledge of the activity and the associated hazards; and previous involvement, a qualification or demonstrated ability to undertake the activity.

OR

- an adult other than a registered teacher with a statement of attainment from an RTO or governing sporting body covering the *SISSSWM301A Teach the competitive strokes of swimming* unit of competency or equivalent and working under the direct supervision of a registered teacher. This unit of competency may be undertaken through [GAQAP](#).

Requirements for facilities and equipment

- The venue, change facilities and the swimming pool complies with the [Health and Safety Checklist - Swimming Pools](#) and are accessible to people with disability (as required).
- Flotation aids and reaching aids are provided as required (e.g. lightweight poles, noodles or ropes with a float attached) that are readily available at several locations within the venue.
- A clearly defined swimming area (e.g. lane markers).
- Sufficient space where learn-to-swim students can stand in water no more than shoulder depth.
- Staff dressed appropriately to perform an immediate rescue.
- An emergency signal (e.g. whistle, air horn).

In addition to the above, swimming carnivals require:

- Shaded areas for non-swimmers.
- Drinking water, sunscreen, toilets, and change facilities.

Hazards and controls

Before the activity

Hazards	Control measures
Considering environmental conditions	Identify and implement arrangements for all weather conditions, e.g. storms, lightning, excessive heat.
Accessing facilities and using equipment	Ensure that water temperature and depth are appropriate for the students, the activity and the age and ability of the swimmers.
Managing student considerations	- Do not permit any student suffering from contagious infections to enter swimming pools until they have fully recovered, e.g. eye/ear/throat infections, diarrhoea. - Address lead-up skills prior to water entry. Information about water entry, diving, depth of water, angle of entry and diving from pool deck/starting blocks should be addressed. - Establish and implement roll marking mechanisms to monitor students on arrival at the venue, throughout the activity, and on conclusion of the activity.

During the activity

Considering environmental conditions	Assess weather (Bureau of Meteorology) and environmental conditions. Cease activities when conditions tend towards unfavourable (e.g. impending storm, extreme heat).
Accessing facilities and using equipment	- Supervise diving from blocks or the pool deck closely at all times. Follow the Swimming Australia Dive Entry guidelines for pool depth. - All students must wear swimming caps (especially for long hair to avoid entanglement).
Managing student considerations	- Locate all spectators/non-participants in a clearly defined area. - Allocate lanes next to the pool edge for non-confident swimmers. Start non-confident swimmers in the water rather than a dive entry. - Continuously monitor students for signs of fatigue and exhaustion. - Restrict underwater swimming to short-duration activities under close supervision. - Conduct safety checks, such as buddy system or roll checks) during the activity. <i>For swimming carnivals</i> - Monitor and manage shared facilities (e.g. change rooms, public access areas). - Consider how relay swimmers will enter the water at the shallow end.

After the activity

Accessing facilities and using equipment	Lock school pool gates when pool is not in use.
Managing student considerations	Implement procedures (e.g. roll marking mechanisms) for students leaving the venue.

Additional links

- [Royal Life Saving Society](#)
- [Provision of Learn to Swim programs](#)
- [Australian Water Safety Council](#)
- [School Swimming Pools - Operation and Management](#)
- [Swim Australia](#)
- [Epilepsy Queensland](#)

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