

## BDSSS 13-19yrs CURRICULUM ACTIVITY RISK ASSESSMENT

<b>School/College</b>	Bundaberg SHS		
<b>Curriculum Activity</b> <small>(Attach the EQ Activity Guidelines to this document)</small>	BDSSS Rugby League, Term 2		
<b>Risk Level</b>	High		
<b>Details of Activity</b>	BDSSS Rugby League – Broncos Cup, Dolphins 9s, NRL Trophy		
<b>Teachers / Leaders of Activity</b>	Mark Handley – Bundaberg SHS		
<b>Year Levels Involved</b>	Year 7, 8, 9, 10, Opens Boys & Year 7/8, 9/10, 11/12 Girls.		
<b>Start Date</b>	3 / 5 / 2023	<b>End Date</b>	14 / 6 / 2023
<b>Approximate Supervision Ratio</b>	1:10		
<b>Venue</b>	ATW Sports Complex, Bundaberg		
<b>Minimum supervision requirements met</b> <small>(as per Education Queensland Curriculum Activity Risk Management Guideline)</small>	X Yes	<input type="checkbox"/> No	
<b>A registered teacher will be present to take overall control</b>	X Yes	<input type="checkbox"/> No	
<b>Minimum qualification requirements met</b> <small>(as per Education Queensland Curriculum Activity Risk Management Guideline)</small>	X Yes	<input type="checkbox"/> No	
<b>Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel</b>	X Yes	<input type="checkbox"/> No	
<b>Blue Card requirements met</b>	X Yes	<input type="checkbox"/> No	
<b>Minimum Equipment / Facilities Requirements met</b> <small>(as per Education Queensland Curriculum Activity Risk Management Guideline)</small>	X Yes	<input type="checkbox"/> No	
<b>If NO for any of the above, risk will be managed through the following</b>			
<b>Suggested control measures have been met</b> <small>(as per Education Queensland Curriculum Activity Risk Management Guideline)</small>	X Yes	<input type="checkbox"/> No	
<b>If NO, risk will be managed through the following</b>			
<b>Is parental permission required for this activity?</b>	X Yes	<input type="checkbox"/> No	<b>If YES has it been gained?</b>
			X Yes <input type="checkbox"/> No
<b>Does the Venue holding the Competition/Trials have a Covid-19 Safe Plan</b>	X Yes	<input type="checkbox"/> No	<b>If NO (and it is a School), does the Principal of that School approve the use of their school and comply with the Covid-19 Safety measures</b>
			<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Extra Information</b>			

<b>Submitted by</b>	Mark Handley	<b>Date</b>	26 / 4 / 23
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**APPROVAL**☐

Approved as submitted

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Approved with the following condition(s)

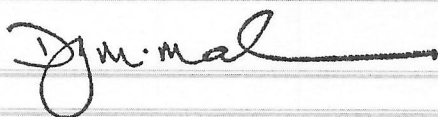
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Not approved for the following reason(s)

By: Dan McMahon

Designation: BDSSS Chair

Signed:



Date: 28 / 04 / 2023

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****Date**

/ /



# Rugby League

Guideline review date: 28 October 2021

This guideline is provided to support schools in implementing the [managing risks in school curriculum activities procedure](#).

The [CARA planner \(DOCX, 600KB\)](#) must be used for the specific school context in conjunction with this guideline considering additional risks, hazards and controls and including environmental, facility, equipment and student considerations.

For activities beyond the scope of this guideline, complete a CARA record using the [CARA generic template \(DOCX, 488KB\)](#).

## Activity scope

This guideline relates to participation in rugby league as an activity to support curriculum delivery.

For activities conducted at a non-Department of Education venue, and/or when engaging external expertise, request written risk assessment advice and attach it to this CARA record.

For activities conducted off-site, schools must comply with the [school excursions and international school study tours procedure](#).

For activities conducted as part of representative school sport programs, schools should consult with [Queensland School Sport](#).

### Medium risk

Rugby league activities involving minimal risk of oppositional contact and/or mouth injury.

### High risk

Rugby league activities involving risk of oppositional contact and/or mouth injury.

## Activity requirements

If any requirement cannot be met, the activity must not occur.

If any other safety recommendation cannot be met, modify the activity (or elements of it) and/or identify and use the [hierarchy of controls](#) to implement alternative control measures to meet or exceed the minimum safety standard.

Competition rules and procedures with additional or more stringent safety requirements must take precedence.

Schools must consult [NRL coaches handbooks](#) for age-appropriate activities.

[Collapse all](#)[Expand all](#)

### Students

Schools must consider age, maturity and skill level of students when planning curriculum activities. Adjustments are required for [students with disability](#) to support access and participation in the curriculum. Consult with the parents/carers of students with disability, or when appropriate the student, to ensure risks related to their child's participation in the activity are identified and managed.

Schools must consult current student medical information and/or health plans in accordance with the [managing students' health support needs at school procedure](#). Record information about any student condition (e.g. physical or medical) that may inhibit safe engagement in the activity and include specific support measures within emergency procedures.

### Emergency and first-aid



Emergency plans and injury management procedures must be established for foreseeable incidents (e.g. evacuation procedure, provision of first aid, including NRL injury management procedures, spinal injury).

Adult supervisors must have:

- emergency contact details of all participants
- a medical alert list and a process for administering student medication
- communication equipment suitable to conditions (e.g. mobile phone) and a process for obtaining external assistance and/or receiving emergency advice.

Safety procedures must be determined for the location (e.g. out-of-bounds areas, location of first aid support and equipment).

Access is required to first aid equipment (DOCX, 479KB) and consumables suitable for foreseeable incidents.

An adult with current emergency qualifications is required to be quickly accessible to the activity area. Emergency qualifications include:

- HLTAID009 Provide cardiopulmonary resuscitation (CPR) or equivalent
- HLTAID011 Provide first aid or SISSS00118 Sports trainer level 1 or equivalent.

### **Additionally for high risk activities**

An adult with concussion management knowledge or training is required. Consult NRL management of concussion guidelines.

#### **Induction and instruction**

Induction is required for all adult supervisors on emergency procedures and safety procedures. If the activity is conducted at an off-site facility, induction is to be informed by advice provided in consultation with expertise at the venue.

Instruction is required for students and adult supervisors on correct techniques (e.g. safe play, first aid support).

#### **Consent**

Parent consent (DOCX, 124KB) is required for all activities conducted off-site and strongly recommended for high risk activities conducted on-site.

### **Additionally for high risk activities**

Mouthguards and a medical declaration are required for activities when there is a high risk of mouth injury. The medical declaration must include the following statement:

'I understand that mouth protection is mandatory in this sport. I have read the information provided to me about mouth protection and accept responsibility for the type of mouth protection I/my child will wear whilst playing this sport.'

## **Supervision**

Principals make final supervision decisions for the activity. Sufficient adult supervision must be provided to manage the activity safely (including emergency situations).

The number of adult supervisors required to fulfil emergency and supervision roles must consider the nature of the activity, students' ages, abilities and specialised learning, access and/or health needs.

Before the activity, all adult supervisors:

- must be familiar with the contents of the CARA record

- must assess weather conditions prior to undertaking the activity, inspecting the intended location in order to identify variable risks, hazards and potential dangers.

During the activity, all adult supervisors:

- must be readily identifiable
- must closely monitor students with health support needs
- must comply with control measures from the CARA record and adapt as hazards arise
- must suspend the activity if the conditions become unfavourable (e.g. extreme temperatures, thunderstorms).

## Supervisor qualifications

Principals make final decisions in determining supervisor capability (competence, relevance and currency) and are responsible for encouraging and enabling school-based activity supervisors to raise their qualifications to improve safety standards.

All adult supervisors must comply with the working with children authority—blue cards procedure and be able to identify, and respond to, risks or hazards that may emerge during the activity.

A registered teacher **must** be appointed to maintain overall responsibility for the activity.

For **medium risk** activities:

- At least 1 adult supervisor is required to be a registered teacher with competence (knowledge and skills) in teaching rugby league; or
- an adult supervisor, working under the direct supervision of a registered teacher, with NRL Community coach accreditation/s for the current season appropriate to participant age group/s.

For **high risk** activities:

- At least 1 adult supervisor is required to be a registered teacher, or other adult supervisor working under the direct supervision of a registered teacher, with NRL Community coach accreditation/s for the current season appropriate to participant age group/s.
- Qualified coaches and officials must be in control of competition games.
- Referees must have NRL referee accreditation for the current season. Note: Any registered referee who is currently a student of a participating school must not be appointed to referee an unmodified game.
- If Touch judges are not provided by the Referees' Association, each school should provide competent officials (such as parents with knowledge and skills) to fulfil these roles.

## Facilities and equipment

The qualified adult supervisor of the activity, in consultation with the principal, determines the requirements for facilities and equipment appropriate to the local context.

Location must be suitable for the activity being undertaken, including sufficient space to ensure safe participation and that safety rules and procedures can be followed.

Participants must wear personal protective equipment appropriate to the activity (e.g. footwear).

Fit-for-purpose goalpost padding made from impact absorbing foam is required.

## Common hazards and controls



Further to those listed, include any additional hazards and control measures considering the local context of the activity.

Environmental hazards	Control measures
<b>Biological hazards</b> Body fluids (e.g. blood, saliva, sweat)	<p>Manage bodily substances (e.g. blood) and open wounds before, during and after the activity.</p> <p>Consult <a href="#">infection control guidelines</a> (PDF, 946KB) and Queensland Health's <a href="#">exclusion periods for infectious conditions poster</a> (PDF, 1.5MB) for hygienic practices and first aid.</p> <p>Follow appropriate cleaning and hygiene management practices when using shared equipment (Departmental staff search "cleaning advice for shared equipment" in OnePortal).</p>
<b>Environmental conditions</b> Weather, sun, humidity	<p>The school's <a href="#">sun safety strategy</a> must be followed.</p> <p>Assess weather (<a href="#">Bureau of Meteorology</a>) and environmental conditions prior to participating outside.</p> <p>Follow the <a href="#">managing excessive heat in schools guidelines</a> when participating in very hot or extreme heat conditions.</p> <p>Ensure drink breaks occur regularly. Make water available for individual participants between drink breaks.</p>
Facilities and equipment hazards	Control measures
<b>Boundary clearance</b>	<p>Establish a 3 metre safety zone around the playing area. If this cannot be achieved, consider ways of reducing risks (e.g. reducing the field size, padding the obstacle).</p> <p>Ensure there are no sharp or rough edges (e.g. portable signage) facing the field of play.</p>
<b>Chemicals</b>	<p>Lines are marked on grass in accordance with the <a href="#">line marking of sports fields fact sheet</a> (PDF, 394KB).</p>
<b>Faulty or dangerous equipment</b>	<p>Use corner flags and markers made from non-injurious material (e.g. cardboard, foam).</p> <p>Check equipment for damage before and during the activity.</p>

	<p>Check footwear before each match to ensure they provide sufficient protection for the feet. Look for non-slip soles, no buckles or zips, no loose, sharp-edged or excessively worn studs and no sharp-edged soles.</p>
<b>Playing surface</b>	<p>Conduct a field check to identify and manage surface hazards. Clear the playing surface from loose items or debris. Do not participate on a surface that is slippery, unduly rough or chopped up.</p> <p>Cover/fill playing surface hazards (e.g. sprinkler heads, holes) to be level with the surrounds.</p>
Student considerations	Control measures
<p><b>Physical contact</b></p> <p>Breaks/sprains, cuts/abrasions/grazes, concussion, accidental bumping</p>	<p>Use body padding and headgear (recommended for activities involving collision).</p> <p>Enforce rules to prevent rough play. Consult <a href="#">Play by the Rules</a> (conduct and behaviour resources) and the <a href="#">NRL Safeplay Code</a>.</p> <p>Manage injuries according to established procedures. If in doubt, do not allow students to return to play after injury until medically cleared.</p>
<p><b>Physical exertion</b></p> <p>Exhaustion and fatigue</p>	<p>Conduct <a href="#">warm-up/cool-down</a> activities.</p> <p>Continually monitor participants for signs of fatigue and exhaustion.</p>
<p><b>Student issues</b></p> <p>Student numbers, special needs, high risk behaviours, medical conditions, separation from the group</p>	<p>Select students for on-field position(s) on the basis of ability, size and suitability.</p> <p>Choose team members with an age difference of no greater than 2 years, as per the <a href="#">Queensland Rugby League age groups</a>.</p> <p>Remove accessories (e.g. jewellery, lanyards) before participating.</p> <p>Ensure fingernails, hair and clothing (e.g. support strapping) do not interfere with the activity.</p>

## Additional links

- [Queensland Rugby League \(QRL\)](#)
- [NRL National Safeplay Code](#)
- [NRL injury management procedure](#)
- [Sports Medicine Australia fact sheets](#)



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