

IGSA Sport Cross Country 2023 - Risk Assessment Hazard Checklist

Carnival	Annual IGSA Cross Country Carnival	Assessment Date	8/02/2023
Assessed By	Vicki Fitzgerald	Approved By	
Locations	Frensham School	Activities	Cross Country

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

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

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

6 PEOPLE & ORGANISATIONAL HAZARDS		
6.1	Lack of information, training or instruction	
6.2	Poor activity planning or preparation	Y
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
6.11	Lack of cooperation within group	Y
6.12	Differing skill levels within group	Y
6.13	Low level of physical fitness / strength	
6.14	Aggression between participants	
6.15	Aggression from crowd / public	
6.16	Contact between participants increasing risk	

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	

7 EQUIPMENT AND OTHER HAZARDS		
7.1	Crash handling	
7.2	Transport to and from your activity	Y
7.3	Food poisoning	
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	

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	

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	Vehicles on Course	Y
8.4		
8.5		
8.6		
8.7		
8.8		
8.9		
8.10		

Risk Assessment – Student Activities

Association Event	IGSA Cross Country Carnival	Number of persons involved	1100
Nature of Activity	Running	Frequency of Activity Weekly	One Day
Assessed By	Vicki Fitzgerald	Date	8/2/23

Hazard Ref.	Potential Effect	Existing Controls in Place	Score Low / Medium / High Risk	Further Controls Required?	Who By	Date
2.1, 2.8	Uneven surface Personal injury – fracture / sprains / cuts	The cross country carnival is conducted on an outdoor surface through bushland that is often undulating. Competitors will be checked to ensure they are wearing adequate footwear. Frensham School to check the course on the morning of the competition and remove any stray branches or bushes that cover the course.	Medium		Frensham School	19/5/23
2.3	Hard or Sharp Objects on the course	A safety & venue audit will be conducted prior to the commencement of the race day. Any sharp objects will be removed or a warning sign placed near any potential danger. Students to walk the course prior to the first event to familiarise themselves with the course route and any such obstacles.	Low / Medium		IGSA Staff and Frensham School	19/5/23
2.5	Collisions / conflict with surrounding objects or people	Course area will be roped off to avoid parents / students etc getting in the way of the competitors. All dogs in the area are to be securely tied up or on leads with their owners. The initial start will involve several hundred metre run to the first gate in order to avoid collision amongst competitors as they move out of the main oval through a narrow turn / gate.	Medium		Course officials and Marshals	19/5/23

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2.8, 6.6	Personal Injury	Three Nurses have been employed for the entire duration of the carnival. They will be on hand to treat serious injuries on course and at the finish line and recording area. An ambulance will be called in the event of an emergency. Schools are requested to bring a first aid kit and ice in order to deal with minor injuries such as cuts and grazes. The nurses will be provided with a first aid form to document all serious injuries. Course Marshalls will advise nursing staff of medical emergencies via walkie talkie.	High		Frensham Nursing Staff	19/5/23
5.11	Extremes of weather	Co-ordinators will monitor weather conditions in relation to heat, storms and adverse weather. Event may be postponed, suspended or cancelled as required.	Medium		IGSA & Cross Country Convener	19/5/23
5.5	Falling debris	The cross country carnival is conducted in bushland, where there is a chance of falling debris. Event will be cancelled in extreme weather conditions e.g high wind.	Medium		IGSA & Cross Country Convener	19/5/23
5.7	Lack of Shelter	Schools to bring individual marquees/tents in order for extra shelter. There is an extra tent set up near the marshall area and a small area near the main toilets.	Low		IGSA, Frensham and Individual Schools	19/5/23
6.2	Poor activity planning or preparation	No specific leadership qualifications are normally required but the organisers have considerable previous experience of conducting and organising cross country carnivals in similar environments. Carnival will be run on the day by IGSA Director of Sport.	Low		IGSA Staff	19/5/23

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6.3	Poor activity delivery or organisation	The IGSA Director of Sport will ensure that all staff members are briefed regarding: the rules of the carnival, their roles and responsibilities with their duties and safety procedures. Duty Officials will have duty descriptions.	Low		IGSA Staff	19/5/23
6.4, 6.5, 6.6	Ignorance of rules and / or procedures	All schools have been sent a copy of the rules & guidelines. They have also been placed on the IGSA Website.	Low		IGSA Staff	19/5/23
6.7	Medical Conditions	Asthmatics are requested to bring their own 'puffers' and take appropriate medication prior to competing. It is clearly listed in the IGSA Sport Cross Country Rules and Guidelines and website that students with injuries or suffering illness are not to compete. Only those who have been training and are suitably fit should be allowed to compete.	High		Individual Schools	19/5/23
7.2	Transport to and from your activity	Responsibility is with each individual school. Designated parking areas for buses and cars.	Low		Frensham & School Staff	19/5/23
7.7	Electrical hazards	There is a need for electrical outlets on the day to run the PA, computer and timing systems. Frensham maintenance staff will set up a safe system that is free of trip hazards and possible overloading of the system. To be monitored throughout the day. Maintenance staff to be on hand in case of a power failure.	Low		Frensham School	19/5/23
8.1	Sun Sense	All competitors reminded to slip, slop, slap before commencing..Water available at the end of the course.	Low		Individual Schools & Frensham School	19/5/23

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8.2	Lightning	Runners and officials to be advised that at the first sign of local thunder or lightening they are to abandon the round and return to the club house immediately. Organisers/Course Officials to sweep the course to ensure compliance.	High		IGSA & Cross Country Convener	19/5/23
7.3	Vehicles on course	Course closed from 8am-1.30pm with no vehicles on course during this time except for officials and emergency vehicles (course marshal and first aid staff). Course marshals to assist in managing any emergency vehicle movement. Vehicle speed restricted to 20kmph.	Low		Frensham Staff & Course Marshals	19/5/23