

# Curriculum activity risk assessment

## Surfing, Body and Board

clever • skilled • creative

### Activity scope

Surfing refers to wave riding on surfboards and skis as well as body surfing as a curriculum activity. It is highly recommended that the [Queensland Adventure Activity Standards](#) are referred to when planning this activity.

### Risk level

This document is a guideline only, the actual risk level will vary according to the specific circumstances of the activity and these **must** be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

- Which students will be involved?
- Where will the students be?
- What will the students be doing?
- Who will be leading the activity?
- What will the students be using?



Inherent risk level		Action required/approval
<input checked="" type="checkbox"/>	High	Participation in <b>surfing – body and board</b> involves a likely chance of serious incident and injury requiring medical treatment <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> is required to be completed.</li> <li><input checked="" type="checkbox"/> Principal or head of program (e.g. DP, HOD, HOSES) approval prior to conducting this activity is required.</li> <li><input checked="" type="checkbox"/> Once approved, activity details are to be entered into the <i>School Curriculum Activity Register</i>.</li> <li><input checked="" type="checkbox"/> Obtaining parental permission is recommended.</li> </ul>

Teachers/leaders: Phil Moller, Michelle Moller, various teachers from other Bundaberg District schools

Activity description:

Bundaberg District Secondary School Surfing Trials

Start date: 8/3/2016

Finish date: 14/3/2016

No. of students (approx): 16?

Class groups:

Supervision ratio (approx): 1:8



Queensland Government

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Listed below are the minimum recommendations for this type of activity. For any items ticked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

Minimum supervision	
Adequate adult supervision is to be provided. In determining what is adequate, consider the number of students, their individual needs, and the nature of the activity. If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. <u>Blue Card</u> requirements <b>must</b> be adhered to.	
<input checked="" type="checkbox"/>	Registered teacher with minimum qualifications as outlined below and an adult with minimum qualifications as outlined below
	<b>OR</b>
<input type="checkbox"/>	An adult with minimum qualifications as outlined below, in the presence of a registered teacher.
<input type="checkbox"/>	Lifeguard/lifesaving service on duty and notified at patrolled beaches
<input checked="" type="checkbox"/>	An adult will observe from the beach at all times
<b>Note:</b> Additional adult supervision may be required, depending on individual needs and number of students, environment, etc: <ul style="list-style-type: none"> <li>• <b>Recommended leader/guide: participants ratio for beginners 1:8</b></li> <li>• <b>Recommended maximum group size for surfing is 24 participants.</b></li> </ul>	
Further information: Phil Moller -level 1 Surfing Queensland Surf Instructor	

Minimum qualifications	
<i>The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.</i>	
<input checked="" type="checkbox"/>	Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel
<input checked="" type="checkbox"/>	Blue Card requirements met
<input checked="" type="checkbox"/>	Ability to effect a recovery from the water at the venue
<b>For a registered teacher, or a leader/guide other than a registered teacher:</b>	
<input type="checkbox"/>	<u>Surf Life Saving Australia Surf Rescue certificate</u> or equivalent
	<b>OR</b>
<input type="checkbox"/>	<u>Community Surf Life Saving certificate</u>
	<b>OR</b>
<input checked="" type="checkbox"/>	<u>Surfing Queensland Coaching</u> qualification.
Further information: A minimum of 3 teachers (judges,timekeeper,signal changer) directly supervising all surfers ( maximum of 6 students in each heat). No free surfing during trials	

Minimum equipment/facilities <i>If 'No' is ticked, provide further information.</i>	Yes	No
First aid kit suitable for activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Communication system: <input type="checkbox"/> phone-line at location <input checked="" type="checkbox"/> mobile phone <input type="checkbox"/> walkie talkies/UHF radio <input type="checkbox"/> student/adult messenger Other:		
Sun safety equipment (hat, sunscreen, shirt, etc)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drinking water (students should not share drinking containers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Injury management procedure (including head injuries) is in place	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stinger suits where required, as outlined in <a href="#">Surf Life Saving Queensland (SLSQ) Marine Stinger Risk Management Guidelines</a>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Whistle	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Signal Flag	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rescue Board	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p><b>It is recommended that all programs are conducted on a beach with a lifeguard/life saving service on duty. If the activity is performed at a non-patrolled beach, the following rescue equipment is recommended:</b></p> <input checked="" type="checkbox"/> rescue board <input type="checkbox"/> rescue tube and flippers <input checked="" type="checkbox"/> first aid kit <input type="checkbox"/> portable resuscitator unit <input type="checkbox"/> oxygen equipment <input type="checkbox"/> defibrillator.		
Further information:		

Governing bodies/associations <i>If 'No' is ticked, provide further information.</i>	Yes	No
Guidelines/codes of practice are established for this activity. See <a href="#">Surf Life Saving Queensland</a> and <a href="#">Surfing Australia</a> . Have these been considered during the planning of this activity? (See 'Important Links')	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Further information:</p> <p>-Surfing Queensland scoring criteria and rules implemented.          -all competitors check in/out for heats and wear allocated coloured rashshirts when competing          -leg ropes must be worn during event</p>		

## Hazards and suggested control measures

All persons engaging in this activity should:

- identify the hazards, including any additional hazards not mentioned here
- assess their significance
- manage the potential risks.

Listed below are indicative hazards/risks and suggested control measures. They are by no means exhaustive lists. After checking these, add details of any other identified hazards/risks and additional controls you intend to implement.

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
<b>Personal Safety</b> <ul style="list-style-type: none"> <li>• Clothing</li> <li>• Water</li> <li>• Emergency procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a clearly defined emergency procedure.</li> <li>• <b>Note</b> – all surfing activity should include:               <ul style="list-style-type: none"> <li>○ a recommended <u>surf survival course</u> or equivalent for students wishing to compete in school surfing events</li> <li>○ students should complete a surf survival course or equivalent (e.g. SLSA Surf Survival Certificate or equivalent to be implemented by suitably qualified teachers or instructors as appropriate)</li> <li>○ entry level students <b>must</b> be tested on their swimming ability, given instructions on surf awareness and safe surfing practice before the activity</li> <li>○ consideration of participants' level of swimming competency</li> <li>○ initial instruction in calm water</li> <li>○ instruction in the use of flag/arm whistle signals</li> <li>○ instruction in evacuation procedures and techniques for assisting fellow surfers in trouble</li> <li>○ progressive and sequential instruction in aspects of surf craft operation</li> <li>○ establishment of safety checks and first aid procedures as part of lessons.</li> </ul> </li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>Ensure that stinger suits are worn in coastal estuaries or associated sea waters from Bustard Head north to Cape York and all the coastline of the Gulf of Carpentaria. <b>STINGS CAN BE FATAL.</b> Please refer to <a href="#">Australian Institute of Marine Sciences – Stone Fish</a>. For information on other dangerous marine animals within Australia, refer to <a href="#">Australian Institute of Marine Sciences</a>.</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Biological material</b> <ul style="list-style-type: none"> <li>Marine stingers</li> <li>Dangerous marine animals</li> <li>Body fluids (e.g. blood, saliva, sweat)</li> </ul>	<ul style="list-style-type: none"> <li>Adhere to the <a href="#">SLSQ Marine Stinger Risk Management Guidelines</a>.</li> <li>Comply with <a href="#">HLS-PR-004: Management of Prescribed Contagious Conditions and Infection Control Guideline</a>. Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return to the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious.</li> <li>Have sufficient and suitable containment material (bandages, etc) readily available.</li> <li>Ensure students do not share personal equipment such as drink bottles and towels.</li> <li>Obtain advice from lifeguards or club members about dangerous marine organisms.</li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	
<b>Environmental conditions</b> <ul style="list-style-type: none"> <li>Sun exposure</li> <li>Surf conditions</li> <li>Rips</li> <li>Temperature</li> <li>Water visibility</li> </ul>	<ul style="list-style-type: none"> <li>Obtain advice from lifeguards about local conditions and potential hazards (e.g. rips, tides, currents, submerged rocks, water temperature and depth conditions).</li> <li>Define the surfing area and instruct students of the defined area before they enter the water.</li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>	



Hazards/risks	Control measures	Yes	No	Implementation plan/ Additional controls
	<ul style="list-style-type: none"> <li>Adhere to <a href="#">Guidelines For Managing Risks in Recreational Water</a>.</li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Students</b> <ul style="list-style-type: none"> <li>Special needs</li> <li>Medical conditions</li> <li>Student behaviours</li> <li>Student numbers</li> </ul>	<ul style="list-style-type: none"> <li>Obtain parental permission, including relevant medical information.</li> <li>When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily available (insulin, Ventolin®, Epipen®, etc).</li> <li>Refer to Individual education plan/Educational adjustment plan/Behaviour management plan and other student documents.</li> <li>Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers.</li> <li>Ensure there is adequate adult supervision.</li> <li>Jewellery can be a serious hazard when undertaking many activities. All forms of jewellery should be considered in terms of the risk it presents for each activity. Procedures should be put in place to ban, dissuade or protect (e.g. tape) the wearing of jewellery accordingly.</li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	

Additional control measures	
<i>These would relate to the specific student needs, location and conditions in which you are conducting your activity.</i>	
Hazards/Risks	Control Measures
recreational swimmers and boardriders	designated competition area established loud speaker used to clear area and alert public of competition surfers

<b>Submitted by:</b> Michelle Moller	<b>Date:</b> 03/12/2015
List the names of those who were involved in the preparation of this risk assessment. Michelle Moller	

<b>Approval</b>	
<input checked="" type="checkbox"/>	Approved as submitted
<input type="checkbox"/>	Approved with the following condition(s):
<input type="checkbox"/>	Not approved for the following reason(s):
By: CRAIG MARTIN	Designation: BOSSS CHAIR.
Signed: <i>[Signature]</i>	Date: 4/12/15.
Once approved, activity details should be entered into the <i>School Curriculum Activity Register</i> by administrative staff.	Reference no.

<b>Monitor and review</b> <i>To be completed during and/or after the activity and/or at the completion of the series of activities.</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		



## Important links

- HLS-PR-003: First Aid  
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-004: Management of Prescribed Contagious Conditions  
<http://education.qld.gov.au/strategic/eppr/health/hlspr004/>
- Infection Control Guideline  
[http://education.qld.gov.au/health/pdfs/healthsafety/infection\\_control\\_guideline.pdf](http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf)
- HLS-PR-005: Health and Safety incident recording, notification and management  
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- HLS-PR-013: Developing a Sun Safety Strategy  
<http://education.qld.gov.au/strategic/eppr/health/hlspr013/>
- HRM-PR-010: Working with Children Check – Blue Cards  
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>
- HLS-PR-006: Managing risks with chemicals in Department of Education and Training (DET) workplaces  
<http://education.qld.gov.au/strategic/eppr/health/hlspr006/index1.html>
- SCM-PR-002: School Excursions  
<http://education.qld.gov.au/strategic/eppr/schools/scmpr002/>
- Australian Lifesaving Academy Queensland  
<http://www.alaq.com.au/>
- Get Active Queensland Accreditation Program  
<http://www.communities.qld.gov.au/sportrec/community-programs/education-and-training/get-active-queensland-accreditation-program/course-information>
- Guidelines for Managing Risks in Recreational Water  
[http://www.nhmrc.gov.au/files\\_nhmrc/publications/attachments/eh38.pdf](http://www.nhmrc.gov.au/files_nhmrc/publications/attachments/eh38.pdf)
- Queensland Adventure Activity Standards  
<http://www.qorf.org.au/01/cms/details.asp?ID=1048>
- Queensland Outdoor Recreation Federation Inc  
<http://www.qorf.org.au/>
- *Safety in Recreational Water Activities Act 2011 (Qld)*  
<http://www.legislation.qld.gov.au/LEGISLTN/CURRENT/S/SafeRecWaA11.pdf>
- Surf Life Saving Queensland  
<http://www.lifesaving.com.au/>
- Surf Life Saving School  
<http://www.surflifesavingschool.com.au/community/schools.html>
- Surfing Australia  
<http://www.surfingaustralia.com/>
- Training.gov.au  
<http://training.gov.au/>

### Further information

For further information on incorporating risk management strategies into curriculum activity planning, refer to [HLS-PR-012: Managing Risks in School Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Management Guidelines](#).

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.

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