# ANALYSIS OF ACTIVITIES FOR RISK & SAFETY MANAGEMENT

## Activity & Venue

| GO – GO GOLF – The Blackwood Recreation Reserve |

<table>
<thead>
<tr>
<th>List:</th>
<th>Safety Issues</th>
<th>Risks</th>
<th>Hazards</th>
</tr>
</thead>
<tbody>
<tr>
<td>🟢 Students &amp; Staff hitting each other with the golf clubs – before, during &amp; after the activity</td>
<td></td>
<td></td>
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<tr>
<td>🟢 Students &amp; Staff walking behind students who are practicing or implementing their golf swings</td>
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<tr>
<td>🟢 Students &amp; Staff being hit by Golf Balls</td>
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<tr>
<td>🟢 Students &amp; Staff walking into the Golf Target Zone before everyone has finished</td>
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<tr>
<td>🟢 Students &amp; Staff walking into the Golf Target Zone to collect their golf balls while carrying their golf clubs</td>
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Can a satisfactory Plan be developed to keep participants safe?

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<tr>
<th>YES</th>
<th>Develop Safety Management Plan</th>
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</table>

| NO | Avoid Activity |

## Consider / Include

<table>
<thead>
<tr>
<th>Nature of the venue – Physical Terrain:</th>
<th>🟢 Sports Oval</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>🟢 Flat Terrain</td>
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</table>

| Special Characteristics of this Location: | 🟢 A very safe and open area |

<table>
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<tr>
<th>Specific Checks for Immediate Hazards:</th>
<th>🟢 Ensure that no-one is using the Oval</th>
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<tbody>
<tr>
<td></td>
<td>🟢 Ensure students do not run throughout the Activity</td>
</tr>
<tr>
<td></td>
<td>🟢 Ensure students move safely throughout the area</td>
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</tbody>
</table>

| Weather: | 🟢 Not an appropriate Activity in inclement weather |

<table>
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<tr>
<th>Venue Check prior to Excursion:</th>
<th>🟢 Ensure the selected Activity Site is safe</th>
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<tbody>
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<td></td>
<td>🟢 Ensure Go – Go Golf is a suitable Activity for the students</td>
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<thead>
<tr>
<th>The Activity &amp; Level of Activity:</th>
<th>🟢 A very basic low energy Activity</th>
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<tbody>
<tr>
<td></td>
<td>🟢 Beginners welcome to participate</td>
</tr>
</tbody>
</table>
Activity Appropriateness for the Age Group:-

- Preferable the Older Students
- 12 – 18 years of age

Maturity:-

- All maturity levels

Physical Stature:-

- Students of all physiques welcome to participate

Ability Level:-

- No experience required

Readiness of the Students:-

- Students must be willing to participate
- Students must be alert & attentive during Activity
- Students must listen to ALL INSTRUCTIONS

Suitability of the Location:-

- Set a safe practice & implementation area on the oval
- Ensure students are aware of boundaries in the area that the Activity is being conducted

Staff Qualifications and / or Experience:-

- Experience in supervising groups in outdoor recreation activities

Nature of the Group:-

- Students with Special Needs
- Students with a variety of different Special Needs

Area to be Visited:-

- The Blackwood Recreation Reserve

Participant Preparation:-

- Appropriate Clothing
- Safety Briefing

Skill Development:-

- Ability to safely swing a golf club
- Ability to safely hit a golf ball
- Ability to safely collect golf balls on an oval
- Ability to work in small groups

Fitness Development:-

- Low fitness level
- Non – Physical Activity

Advance Briefing:-

- Highlight Safety Requirements to Students
- NO Running
- DO NOT throw Golf Clubs or any other equipment
- Move safely around the selected Activity Site
Equipment Maintenance Procedures & Checks:-

- Ensure equipment is kept together in the Office
- Ensure equipment is ready and available
- Ensure all golf balls are collected at the end of Activity

Personal Equipment:-

- Students are to wear clothing they are happy to get dirty
- Appropriate Shoes are required

Special Equipment:-

- Go – Go Golf Clubs (7 Irons) & Putters
- Go – Go Golf Balls ONLY (Soft Rubber Golf Balls)
- Plastic Domes & Whistle

Transport:-

- Walk to the Blackwood Recreation Reserve
- If transport is required – School’s Own Bus

Equipment of Emergencies:-

- 1st Aid Kit

Protective Clothing:-

- Not required

Organisational Arrangements for conducting the Activity:-

- Group Leaders choose the Activity as part of their Camp Program
- Blackwood Staff prepare the Activity
- Blackwood Staff fully brief Group Leaders

Staff – Student Ratio:-

- 1 : 6
- 2 Visiting Staff accompany Activity at ALL TIMES

Location:-

- The Blackwood Recreation Reserve

Roles of Staff:-

Blackwood SSOEC Staff

- Set up the Activity
- Implement the Activity if available
- Brief Students & ensure Activity is run safely

Group Leader

- Supervision & behaviour of all Campers
- 1st Aid & Sun Safe Strategies
- Head Count of Students at all times
- Report incidents

Visiting Staff

- Monitor welfare & fitness of Students
- Carry out tasks as directed
- Ensuring Students adhere to Safety Rules

Safety Measures:-

- DO NOT RUN
- DO NOT walk behind anyone swinging a Golf Club
- DONOT throw Golf Clubs or other Equipment
- WALK safely through the Go – Go Golf Activity Site
- DO NOT hit anyone with the Golf Clubs
Group Management Arrangements:-
- Keep the group together at ALL TIMES
- Individuals to line up next to a plastic dome
- No-one to collect Golf Balls until everyone has finished & laid their Golf Clubs Down

Additional Activities (if required):-
- If the weather is inappropriate:-
  - Indoor Accommodation Site Activities
  - Bushwalk

Activity Plan Alternative:-
- Implement other Activities from Camp Program
- Indoor Accommodation Site Activities

Injury Management:-
- Dial 000 – if required
- Treat Injury on site
- Student to return to Activity if able
  OR
- Student to return to Accommodation to Rest
- Monitor student regularly
- Assess & Manage Injury regularly

Emergency Plan:-
- Dial 000 – if required
- Remove student from the Activity
- Assess Injury
- If required cancel the Activity
- Visiting Staff required to supervise uninjured students
- Help student return to the Activity
- Remove student from Activity Location to a safer Environment where Injury can be adequately Managed
- Continuously Monitor & Assess the Student

Communication Plan:-
- Group Leader to inform their Principal
- Group Leader to inform Parents – if required
- Group Leader to inform Blackwood Manager
- Group Leader to complete:-
  - Patient Care Report
  - Incident Notification Form
- Group Leader & Blackwood Manager to inform DEECD if Patient is Transferred to Hospital
- Blackwood Manager to inform Blackwood President – if required
- Blackwood Manager to initiate Emergency Services – if required
- Blackwood Manager to direct Blackwood Staff, Group Leader, Visiting Staff & Students under the direction of Emergency Services Personnel