



AUSTRALIAN ROUNDNET ASSOCIATION

RISK MANAGEMENT PLAN
2023

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Overview

The Australian Roundnet Association (the Association) exists to grow the sport of roundnet in Australia primarily by:

- Running roundnet tournaments and events
- Creating resources for schools, universities, local government initiatives and non-government organisations
- Representing athletes, coaches, officials and other interested parties within the sport of roundnet at a national and international level.

This Risk Management Plan aims to prevent risk to any people involved with the Australian Roundnet Association and our associated events.

This document's purpose is to provide awareness of the risks involved, and which may be present before, during, and after tournaments/events.

This document also provides a plan of action in an emergency or in the event of injury. These measures are put in place for reference by Australian Roundnet Association office bearers, members and volunteers, as well as for other governing bodies.

Some possible risks specific to the game of roundnet are listed on table 1.0. Please refer to this table for a list of risks, gradings, the control measures taken (mitigation), and the planned response to be taken should an event occur (contingency).

Procedure in Emergency Situations

This section outlines the Association's planned procedure in the event of an Emergency Situation.

In an emergency situation (e.g. lightning, severe weather, medical emergency) the supervisor in charge of the event or tournament must follow Association's protocol. If the event or tournament takes place at an outdoor facility whose emergency protocol has a higher standard of care than the Associations, then the outdoor facility protocol (Emergency Action Plan) must be followed.

The Association must follow a school's emergency action plan including accessibility to a vehicle for transportation of a student to hospital if required in an emergency situation.

Procedure in the Event of Serious Injury

This section outlines the Association's planned procedure in the event of a serious injury to a participant involved with one of our events.

The Association must be made aware of participants whose medical conditions (e.g. asthma, anaphylaxis, cast, previous concussion, orthopaedic device) may affect their participation.

Prior to participation participants must receive training or information on awareness specific to the activity, information on the possible risks of the activity and procedures and rules for safe play.

* Participants in tournaments or events must not participate in the activity until these instructions have been received.

As a part of the Association's policy, prior to the running of a tournament or event a copy of the Association's Risk Management Plan will be emailed to all participants (if email is provided from participant), so that participants are aware of the risks and safety measures put in place by the Association.

Staff or volunteers of the Association must look to abide by the following procedures to minimise the risk of serious injury:

- Skills must be taught in proper progression.
- Game activities must be based on skills that are taught.
- Drills must be organised so as to minimise the risk of being hit by an errant ball.
- Safety procedures or rules must be established to ensure participants do not enter another playing area to retrieve a ball until safe to do so.
- Activities/rules must be modified to the age and ability level of the participants.
- Be aware that when a facility does not allow for safe play, modify rules appropriately.
- No body contact.

Modify activities which involve participants and students with special needs to address safety issues for all. Association staff are provided with resources, and teaching tools designed to maximise safe opportunities for students with physical, intellectual, and behavioural exceptionalities.

Follow each school's emergency action plan including accessibility to a vehicle for transportation of a student to hospital in the event of a serious injury.

Supervision

Definition of Supervision:

Supervision is the vigilant overseeing of an activity for regulation or direction. All facilities, equipment and activities have inherent risks, but the more effectively they are supervised, the safer they become.

A supervisor, as referred to below, is defined as an Association office bearer, member or volunteer who has been engaged by the Association for the purposes of running a roundnet related event. A volunteer could assist in the supervision of Events or tournaments .

Examples of volunteers are: instructional assistants, educational assistants, teachers, co-op students, parents/guardians and participants within a tournament.

* These volunteers must not be the sole supervisors of any activity.

Emergency Action Plan

A. Preparation

You should know the following information:

1. Location and access to the first aid kit.
2. Location and access to a telephone.
3. Emergency telephone number of ambulance and hospital (000).
4. Directions and best access routes to the nearest hospital.
5. The whereabouts of a suitable and available means of transportation.
6. Identity of participants with medical conditions (e.g., asthma, life-threatening allergies, diabetes).
7. Location of medication (e.g., epinephrine auto injector, asthma reliever)

8. Emergency communication procedures (e.g. mobile phone) for off-site activities.

B. When an injury/medical condition occurs:

1. Initially, when coming in contact with the injured/ill participants, take control and assess the situation. Exercise universal precautions related to blood/bodily fluids.

2. Keep in mind the cardinal rules of injury care:

a. Do not move the injured participant.

b. If a participant cannot start a movement by himself/herself, do not move the body part for him/her.

3. Stay calm. Keep an even tone in your voice.

4. Instruct any bystanders to leave the injured/ill participant alone.

5. Do not remove the participant's equipment if there is a risk of further injury.

6. Evaluate the injury/condition. Once you have assessed the severity, decide whether or not further assistance is required or medication is needed.

7. For participants with an identified medical condition, administer medication as per Policy (e.g. asthma inhaler).

8. If an ambulance is not needed, then decide what action is to be taken to remove the injured/ill participant from the playing surface.

9. Because physical activity is a common trigger for many sudden cardiac deaths, it is important for Association staff and volunteers to recognize possible symptoms/warning signs.

- fainting or seizure during physical activity
- fainting or seizure resulting from emotional excitement, emotional distress or being startled (e.g. a sudden loud noise such as a school fire alarm, or closeby machinery operating)

10. In any of the following emergency situations, call 000:

- a. Loss of consciousness (including fainting) - altered level of consciousness or lack of awareness of surroundings
- b. Uncontrolled bleeding
- c. Anaphylactic reaction, asthma or any other phenomenon that compromises the airway and/or ability to breathe
- d. Other life-threatening injuries e. If the patient cannot be transported legally in a passenger vehicle

11. If an ambulance is required:

- a. Request assistance from the other person (e.g., staff/volunteer/teacher/administrator/parent/other participant).
- b. Have this person call an ambulance with the following information:
 - i. the nature of the emergency;
 - ii. the location and closest cross-streets
 - iii. the telephone number from where you are placing the call
- c. Have the other person report back to the in-charge person to confirm that the call was made and give the estimated time of ambulance arrival
- d. Have the other person go to the access entrance and wait for the ambulance.

12. Once the call has been placed, observe the Participant carefully for any change in condition and try to reassure him/her until professional help arrives.

13. Do not be forced into moving the injured/ill participant unnecessarily.

14. In the case of dehydration, move the participant to a cooler environment and provide small amounts of water (100ml) every 5 minutes until symptoms resolve. However, do not provide an injured participant with food or drink if:

- a. The participant is showing signs of decreased level of consciousness;

- b. The participant has sustained a significant head injury;
- c. You anticipate an operation will be necessary (e.g., broken leg).

15. When ambulance attendants arrive, inform them of what happened, how it happened and what you have done. If aware, you can inform them about any medical-related problems or past injuries of the participant.

16. The in-charge person must designate a responsible adult (e.g. staff, teacher, parent, volunteer) to accompany the injured participant to the hospital to help reassure the participant and give the relevant medical history and injury circumstances to the physician.

17. The parents/guardians of the injured/ill participant must be contacted as soon as possible (if participants are under 18 and the parents/guardian are not present).

18. Complete an incident report form and file with the appropriate school board official, school administration, event organiser or manager of the tournament/event.

C. Non-injury/medical emergency

In the event that an area needs to be evacuated, Association staff/volunteers are to direct people to the designated evacuation area as set out in advance of the event.

Type of Emergency	Action Plan
Fire	<ol style="list-style-type: none">1. Alert all persons nearby and request assistance2. Assist any person in immediate danger, only if safe to do so3. Alert the Tournament Director who will call 000 if it hasn't already been done and request the fire brigade's assistance4. If threat to life exists, evacuate the area immediately5. Extinguish fire, only if safe to do so6. Contain fire, only if safe to do so7. Check area has been cleared and inform the Tournament Director.8. Control the movement of occupants to and within the assembly area
Severe Storms/High Wind/Lightning/Flash Flooding	<ol style="list-style-type: none">1. Secure all items, if safe to do so2. Monitor Bureau of Meteorology website - www.bom.gov.au3. Shut off gas and electricity supply, if safe to do so4. Assist evacuation upon instructions from the Tournament Director.

Pre Tournament/Event Risk Inspection

The procedures put in place by the Association to reduce the risk to players before running a tournament/event.

Equipment

To provide a safe environment for a tournament or event to run in, an Association staff member or volunteer must make a pre-activity check of the equipment which will be used (Spikeball kit consists of 5 rims, 5 legs and a net). This may be done visually or recorded on a check list.

Inspection of Playing surface

Hazards must be identified and removed as a factor in the activity. Potentially dangerous and immovable objects (e.g., goalposts, protruding stage, footpath, fencing, trees etc.) must be brought to the attention of those staff in charge of the tournament/event and administration.

To provide a safe environment an Association staff member, or volunteer must make a pre-activity check of the facilities to be used. This may be done visually or recorded on a check list . The minimum requirement is a pre-use visual check.

Playing areas must be free from hazards (e.g., holes, glass, and rocks). Severely uneven surfaces must be brought to the attention of the staff in charge, students/participants must be made aware of them, and modifications made where necessary. Playing areas must allow for safe footing and traction.

First Aid Requirements

The courses of action taken by the Association to ensure we have covered our duty of care to provide First Aid if required.

A fully stocked first aid kit must be readily accessible to an Association staff member/volunteer at every tournament/event. All Association staff are required to have an up to date First Aid qualification, as well as a Working With Children Check. A working communication device (e.g. mobile phone) must be accessible.

Risk assessment table 1.0

Definitions/Key for Risk Assessment Table 1.0

Risk Name = A description of the risk

Probability = The Probability of its occurrence
High 1 = Low, 2 = Medium, 3 =

Impact = The impact should this event actually occur
High 1 = Low, 2 = Medium, 3 =

Risk Score = Risk score (the addition of Probability and Impact)

Mitigation = A summary of the mitigation (the actions taken in advance to reduce the probability and/or impact of the event)

Contingency = A summary of the planned response should the event occur

Responsibility = The person responsible to take action

Table 1.0

Risk Name	Probability (1-3)	Impact (1-3)	Risk Score	Mitigation	Contingency	Responsibility
Collision between participants	2	1	3	Explanation of rules prior to match play. Players in defence have an obligation to move out of the way of players in offence.	Following First Aid procedures, having access to the First Aid on site	Association staff member in charge
Slips, trips, falls, dives - due to conditions, game play and playing surface etc.	2	1	3	Pre tournament/event risk inspection of playing surface	Following First Aid procedures, having access to the First Aid on site	Association staff member in charge
Environmental exposure - Adverse weather, sun, heat, rain, cold temperatures, wind	1	2	3	Participants in events/tournaments are encouraged by Association staff member/s in charge to be sun smart and to wear clothing appropriate to conditions. Pre-event conditions and facilities will be pre checked by the Association. Staff/volunteer Access to the weather conditions prior to running of the tournament/event.	Following First Aid procedures, having access to the First Aid on site	Association staff member in charge
Offensive or aggressive language / behaviour puts Association staff or volunteer at risk of injury / abuse	1	3	4	Explanation of participants code of conduct and expectations prior to play	Association insurance/covered by worksafe. Following First Aid procedures, having access to the First Aid on site	Association staff member in charge
People - Association staff/volunteer - injury caused by unsafe practices e.g. poor supervision	1	3	4	Briefing and training of Association staff and volunteers before the tournament/event. Adequate staff/ volunteer to participant numbers.	Follow up with staff and/or volunteers Post event run down/meeting with staff and volunteers, (what worked, what didn't, things to change and improve)	Association staff member in charge
Interference of surrounding games by other activities/games going on	1	1	2	Appropriate spacing and scouting of playing surface and environment by Association staff member and/or volunteer	The interrupted game will be paused until the playing area is cleared for the game to continue, with the point being reset, having the serve returning to the last server.	Association staff member in charge

