# IGSA TILDESLEY TENNIS 2022 - Risk Assessment Hazard Checklist

|  |  |  |  |
| --- | --- | --- | --- |
|  | **IGSA Tildesley Shield Tennis Tournament** | Assessment Date | 14/2/2022 |
| Assessed By  | **Vicki Fitzgerald** | Approved By |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Locations  | **Eastwood Thornleigh District Tennis Assoc** | Activities | **Tennis** |
| **Britannia St, Pennant Hills** |  |
|  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1** | INDOOR HAZARDS |  |  | **5** | HAZARDS ON HILLS AND MOUNTAINS |  |
| **1.1** | Inappropriate lighting |  |  | **5.1** | Slips & trips on grass, mud, rock |  |
| **1.2** | Temperature |  |  | **5.2** | River crossings |  |
| **1.3** | Insufficient or unsuitable space |  |  | **5.3** | Remote locations |  |
| **1.4** | Untidiness – causing trip / fire hazard |  |  | **5.4** | Difficult communication – weather / distance |  |
| **1.5** | Stairs – dark / steep / no handrail |  |  | **5.5** | Falling debris |  |
| **1.6** | Lack of fire escapes / extinguishers / procedures |  |  | **5.6** | Extra work imposed by terrain type / angle |  |
| **1.7** | Slip / trip / fall hazards |  |  | **5.7** | Lack of shelter |  |
| **1.8** | Inadequate ventilation |  |  | **5.8** | Separation of group members |  |
| **1.9** | Inhalation of dust |  |  | **5.9** | Getting lost |  |
| **1.10** | Poor surfaces for activities – slips / trips / impact |  |  | **5.10** | Falls from height |  |
| **1.11** | Electrical hazards |  |  | **5.11** | Extremes of weather |  |
|  |  |  |  |  |  |  |
| **2** | SPORTING ACTIVITY HAZARDS  |  |  | **6** | PEOPLE & ORGANISATIONAL HAZARDS |  |
| **2.1** | Uneven playing surface |  |  | **6.1** | Lack of information, training or instruction |  |
| **2.2** | Playing surface too hard or soft |  |  | **6.2** | Poor activity planning or preparation | Y |
| **2.3** | Hard or sharp objects on pitch | Y |  | **6.3** | Poor activity delivery or organisation  | Y |
| **2.4** | Sliding on Astroturf or similar surface | Y |  | **6.4** | Ignorance of rules and / or procedures | Y |
| **2.5** | Collisions / Conflict with surrounding objects or people | Y |  | **6.5** | Unsafe behaviour or attitude | Y |
| **2.6** | Impact from sports equipment - Ball or Clubs | Y |  | **6.6** | Lack of appropriate first aid equipment and experience |  |
| **2.7** | Contact sport injury | Y |  | **6.7** | Medical conditions of participants | Y |
| **2.8** | Personal injury – fracture / sprains / cuts  | Y |  | **6.8** | Poor safety control from group leaders | Y |
| **22.22** | USE BY UNTRAINED PERSONS NAUGHTY  |  |  | **6.9** | Poor safety awareness from participants | Y |
| **3** | HAZARDS ON COASTS & COASTAL WATERS |  |  | **6.11** | Lack of cooperation within group | Y |
| **3.1** | Falls from cliffs, piers, sea walls |  |  | **6.12** | Differing skill levels within group | Y |
| **3.2** | Struck by falling objects from cliff |  |  | **6.13** | Low level of physical fitness / strength |  |
| **3.3** | Slips & falls on slopes / loose surfaces |  |  | **6.14** | Aggression between participants | Y |
| **3.4** | Quick sand & mud |  |  | **6.15** | Aggression from crowd / public | Y |
| **3.5** | Access problems due to steep angle of beach slope |  |  | **6.16** | Contact between participants increasing risk | Y |
| **3.6** | Collisions between water users |  |  | **2.22** | USE BY UNTRAINED ERSONS NAUGHTY | ES |
| **3.7** | Swept away by wave surges |  |  | **7** | EQUIPMENT AND OTHER HAZARDS  |  |
| **3.8** | Being washed against rocks / piers |  |  | **7.1** | Crash handling |  |
| **3.9** | Low water temperatures |  |  | **7.2** | Transport to and from your activity | Y |
| **3.10** | Communication problems from waves / swell / distance  |  |  | **7.3** | Food poisoning |  |
| **3.11** | Struck by objects in water |  |  | **7.4** | Hazardous substances |  |
| **3.12** | Stranded by tides |  |  | **7.5** | Equipment with moving / hot parts |  |
| **3.13** | Swept away by currents |  |  | **7.6** | Heavy equipment |  |
| **3.14** | Rip tides |  |  | **7.7** | Electrical hazards from equipment |  |
| **3.15** | Longshore drift |  |  | **7.8** | Noise from equipment |  |
| **3.16** | Conflicts between beach users |  |  | **7.9** | Risk of trapping body / clothing in equipment |  |
| **22.22** | UNTRAINED PERSONS NAUGHTY  | YE |  | **7.10** | Inadequate environment for equipment operation |  |
| **4** | HAZARDS ON STILL / MOVING WATER |  |  | **7.11** | Inadequate protective equipment |  |
| **4.1** | Getting swept away from equipment or people |  |  | **7.12** | Equipment in unsuitable condition |  |
| **4.2** | Collision with rocks in and to sides of rivers |  |  | **22.22** | USE BY UNTRAINED PERSONS NAUGHTY | YS |
| **4.3** | Striking / trapping by submerged obstacles |  |  | **8** | OTHER HAZARDS SPECIFIC TO YOUR ACTIVITY |
| **4.4** | Being dragged down by undertow |  |  | **8.1** | Sun sense & Dehydration | Y |
| **4.5** | Restricted or impossible access to / from water |  |  | **8.2** | Lightning | Y |
| **4.6** | Access problems – rescue / getting kit into water |  |  | **8.3** | Stair Railings | Y |
| **4.7** | Falls from drops in level at weirs / waterfalls |  |  | **8.4** | Marquee/Tent Pegs | Y |
| **4.8** | Getting out of depth |  |  | **8.5** | Children’s Playground | Y |
| **4.9** | Low water temperature |  |  | **8.6** | Stranger Danger | Y |
| **4.10** | Separation from other people |  |  | **8.7** |  |  |
| **4.11** | Slips / trips on steep banks or uneven surfaces |  |  | **8.8** |  |  |
| **4.12** | Difficult communications |  |  | **8.9** |  |  |
| **4.13** | Remote locations |  |  | **8.10** |  |  |

# Risk Assessment – Student Activities

|  |  |  |  |
| --- | --- | --- | --- |
| **Association Event**  | IGSA Tildesley Shield Tennis Tournament | **Number of persons involved** | **500** |
| **Nature of Activity** | Tennis | **Frequency of Activity**  | **Two days** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Assessed By** | Vicki Fitzgerald | **Date**  | **13th and 14th March 2021** |
|  |  |  | **Back up 15th March** |

| **Hazard Ref.** | **Potential Effect** | **Controls in Place** | **Score** **Low / Medium / High Risk** | **Further Controls Required?** | **Who By** | **When** |
| --- | --- | --- | --- | --- | --- | --- |
| 2.3 | **Hard or Sharp Objects on the courts and surrounding areas** | A safety & venue audit will be conducted prior to the commencement of play. Any sharp objects will be removed or a warning sign placed near any potential danger.Students to check the court prior to the first game. | Low |  | IGSA StaffTildesley Committee | March 13th,14th (back up 15th) |
| 2.4 | **Sliding on Astroturf or similar surface** | All Schools have been requested to encourage participants to wear appropriate Tennis shoes, with sufficient grip and support. In the event of wet weather, the court surface will be regularly assessed.  |  |  | Individual School StaffIGSA Staff | March 13th,14th (back up 15th) |
| 2.5, 2.8 | **Collisions / conflict with surrounding objects or people,****Personal Injury** | Players may collide with their opponent’s racquet, the net, support poles or fencing on or surrounding each court. Players may also collide with their opponent at the net or with their partner in doubles matches. All schools publish risk warnings advising students that sport is potentially dangerous and that care should be taken. | Low / Medium |  | IGSA Staff | March 13th,14th (back up 15th) |
| 2.8, 6.6 | **Personal Injury** | Playing tennis could give rise to personal injury. First Aid personnel have been employed for the entire duration of the tournament. They will be on hand to treat serious injuries. 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. Surf lifesaving will be provided with a first aid form to document all serious injuries.  | Medium / High |  | MediFast staff & Individual School Staff. IGSA Staff | March 13th,14th (back up 15th) |
| 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 Staff | March 13th,14th (back up 15th) |
| 5.7 | **Lack of Shelter** | Schools to bring individual marquees/tents in order for extra shelter. There are also several cabanas that have been allocated to schools that are not bringing tents. There is also a canteen and recording area, plus undercover verandas.  | Low |  | Individual Schools | March 13th,14th (back up 15th) |
| 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 Tildesley Tennis Tournaments at the same venue. Carnival will be run on the day by Vicki Fitzgerald – AHIGS Director of Sport. | Low | In the event that something unforeseen or unplanned should happen, it will be dealt with as it arises in consultation with appropriate and experienced staff (in accordance with the existing rules and guidelines) and evaluated for the following year’s tournament. | IGSA Staff | Prior to Tournament |
| 6.3 | Poor activity delivery or organisation  | The AHIGS Director of Sport and Assistant Director of Sport will ensure that all staff members are briefed regarding: the rules of the tournament, their roles and responsibilities with their duties and safety procedures.  | Low | A mentor situation, should it be necessary, should be put into place to ensure all staff are adequately supported in their roles. | IGSA Staff | March 13th,14th (back up 15th) |
| 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 IGSSA Website. | Low | Should any problems arise in this area they will be dealt with on the day. There will also be a full evaluation of Tildesley following the event. | IGSA Staff | Prior to Tournament |
| 6.7  | Medical Conditions | Some students may arrive with pre-existing medical conditions. Asthmatics are requested to bring their own ‘puffers’ and take appropriate medication prior to competing. It is clearly listed in the IGSSA Handbook 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. | Medium / High |  | Individual SchoolsMediFast | March 13th,14th (back up 15th) |
| 6.14, 6.15, 6.16 | **Aggression between participants, from crowd / public and contact between participants increasing risk** | All schools have been supplied with the AHIGS Code of Conduct and Tournament rules, detailing the expected standard of behaviour. A card system will be operational; giving any offenders a warning and then discontinuation of participation should the unacceptable behaviour continue. Unacceptable behaviour from the public (parents / relatives / friends) will be dealt with on a case by case basis, involving staff from the school involved and AHIGS staff. | Low / Medium | A written letter is sent to the local police by David Cochrane each year, prior to the event, informing them of the tournament and requesting their presence at intervals during the two days and of an evening. | IGSA StaffIndividual School Staff | March 13th,14th (back up 15th) |
| 8.1 | **Sun Sense** | All participants reminded to Slip, Slop, Slap before commencing. Informed that water should be brought to the venue. Drinks are available at the venue also.  | Low |  | IGSA StaffIndividual Schools | March 13th,14th (back up 15th) |
| 7.2 | **Transport to and from your activity** | Responsibility is with the student’s school | N/A |  | N/A | N/A |
| 7.7 | **Electrical hazards** | There is the potential for some electrical hazard due to the use of the coffee machine and small appliances to heat food and beverages in the canteen. Eastwood Thornleigh District Tennis Assoc. staff are responsible for the maintenance of such equipment and a suitable adult will be present and in charge at all times. Maintenance staff to be on hand in case of a power failure or appliance malfunctions. | Low |  | Eastwood Thornleigh District Tennis Assoc | March 13th,14th (back up 15th) |
| 8.2 | **Lightning** | Participants to be advised that at the first sign of local thunder or lightening they are to abandon the round and return to the nearest shelter immediately.  | Low / Medium |  | IGSA Staff | March 13th,14th (back up 15th) |
| 8.3, 8.4, 8.5 | **Other hazards specific to Tildesley Tennis venue** | Schools have been notified to instruct students not to swing or slide on stair railings and the children’s playground is strictly out of bounds for the duration of the tournament.Schools have been asked to cover any marquee/tent pegs with suitable protective material to lessen the likelihood of injury also. | Low |  | IGSA StaffIndividual School Staff | March 13th,14th (back up 15th) |
| 8.6 | **Stranger Danger** | Schools have been notified to instruct girls not to leave the venue without permission or to use the toilets located in the park across from the venue, unless accompanied by other students/parents or staff. All staff are alert to and understand the importance of reporting any people not related to the event, loitering unnecessarily in the area.  | Low |  | IGSA StaffTildesley CommitteeIndividual School Staff | March 13th,14th (back up 15th) |