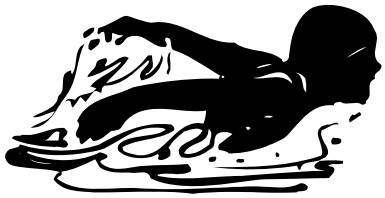
CANTERBURY SECONDARY SCHOOLS

SWIMMING & DIVING CHAMPIONSHIPS

2019



Schools' Information Package

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CANTERBURY SECONDARY SCHOOLS
SWIMMING & DIVING CHAMPIONSHIPS

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Flow Chart for Swimming and Diving Championships 2019

This event is one of the first, and one of the largest in the school sporting year, and requires close attention to detail if the students in your school are not to be disadvantaged.
Please note that the time process below will be adhered to and the timing of your own school swimming sports will not be a factor. If you intend using your sports as a selection mechanism for this event, you are strongly advised to hold them at least two weeks prior to this event.

Note: 2019 championships: Schools are advised to be 'sensible' when entering competitors, especially into the Open events due to restricted pool access and other constraints.
Please provide genuine "best performance "times for seeding purposes and to ensure the 'best level of racing.

Action	When	What	Who	Notes
Information One Published on our APP &Website	**Friday 22 February**	Preliminary Information Officials Required Form **All** information required to enter in the swimming and diving championships	RSD Office	Please read the information.
Online Entry System Opens	**Monday 25 February 9.00am**	Online entries open, to begin the entry process. Online Entry System Link: **http://enternow.co.nz/ssc**	Schools	Please take care with spelling and birth date entry. **Best performance times** for seeding purposes. The system will enter your students into the correct grade based on the information that you in-put. Schools are encouraged to take a copy of entries made for their own reference. We will monitor entries during the entry period. There will be NO late entries made after this time. Additions and deletions to the initial entries can be made at any time up until Wednesday 3 April 3.00pm. **Note carefully entry restrictions, and that competitors may not change events after this time.**
Online Entry System Closes	**Monday 1 April 12noon.**	Online entry system closes	Schools	Note that competitors may not change events after entries close on Monday 1 April 12.00noon. Once entered in an event, they may swim in only that event, and may not change to another event. If a competitor has to withdraw for any reason, a substitute swimmer may be named provided that substitute is not already entered exceeded the one age group and one open event criteria.
Information Required	**Monday 1 April 12 noon.**	Officials Required Form due This be found in the online entry package. Notification of Record Attempt Form	Schools	All schools entering swimmers must provide at least 1 adult to act as an official (mostly timekeepers) **in addition to** a team manager. Provision of additional timing for record attempts must be notified
Championship Day Jellie Park Pool	**Friday 5 April**		School	Unfortunately, due to pool constraints, there will be NO space for spectators & supporters. Programme will also be posted on the website Finishing time: approximately 3.00pm
	Post Event	Results and Certificates distributed	RSD Office	Presentation of Awards including Champions Badges will be presented at the championships. Certificates will be printed to the top 3 individual and relay placings and distributed to schools after the event.
South Island Event				No event for 2019.

The school is expected to read, understand, and follow all entry steps. Time constraints must be adhered to .

CANTERBURY SECONDARY SCHOOLS SWIMMING CHAMPIONSHIPS 2019

CHANGE OF ENTRIES

Note that competitors may not change events after entries close on Monday 1 April at 12noon. Once entered in an event, they may swim in only that event, and may not change to another event. If a competitor has to withdraw for any reason, a substitute swimmer may be named provided that substitute is not already entered in an age group and open event.

Hand this form into the Control Room no later than 8.30am on the day of the Championships, or email the RSD office (rsd@canterbury.schoolsport.org.nz) no later than Wednesday 3 April at 3.00pm.

SCHOOL:_____

NB: The same name cannot appear as both a deletion and a substitution

Event Number	Grade	Boy/Girl	Event (Distance & Stroke)	Delete (Old Competitors Name)	Substitute (New Competitor's Name)	New Competitor's Birth date

Enter NOW Guide

HOW THE ON -LINE ENTRY SYSTEM WORKS

When you use your access code and password you are able to login to the entry forms for your school. The home page will have any Messages we need you to be aware of. It is important that you read the messages and log in regularly during the entry period for updates. The toolbar in the **Home page** of this area has six parts.

A **Team Information** page where you must provide the Names of the Teacher in Charge at the school and the Team Managers Name for the competition.
We also need contact details including an email address and a phone number. These are indicated as required fields and the website will not allow you to make entries until they are filled. It would be helpful, if you were providing a cell-phone number, that it was the one the Team Manager would be carrying at the Championships.

The **Add Entries** form allows for up to five competitors details to be entered at a time. These must be saved and if there are more to enter you just go back into the Entry Form again and repeat the process. We strongly recommend that, on your first visit to Online Entries, you complete just one athlete's entry and save it, to follow the process outlined below.

The Entry Form has two fields where the competitors Family Name and Given Name must be typed. Capitals for first letters only please. There are click circles for their gender. All of the other information such as Birth Date, and Events is selected from dropdown menus. Click the down arrow to the right of each field to display all eligible events.

The events menus do not become active until you have completed age and gender details. The athlete is automatically placed in their grade by birth date and only events for which they are eligible are offered. We suggest you provide a seeding time or mark.

Times must be in the format specified (mm:ss.dd for times with colon and a decimal point.)
Examples: 1:10.18 and 26.10

You will only need to use the **Relay** event in the dropdown menu for an athlete who has no other individual events. We need their information in order that they are placed in the correct grade and assigned a competitor number. There are "Save" boxes to click when you wish to save the information you have entered to that point.

Entries Browser. When you save your entries you are transferred to the Entries Browser. If there are omissions or errors in the information you have put in, you will be presented with the information for each incomplete competitor. You must scroll through all your entries for the current session to check for the Red Markers, which indicate that the information in that field is incomplete. In the Entries Browser you can **Edit** or **Delete** information about your competitors. You can log off at this stage and provided you have successfully completed one entry cycle without errors or corrected any errors and saved the corrections, all the information is saved to our database. By using the **Print** command on the web page a printout with all the competitors' events and details and check boxes for your own record keeping is downloaded. This is different to the format you are viewing at the time and should be more useful than Print Page or Print screen from the web-browser. All the data saved can be accessed and added to or modified at any subsequent visit until you finally decide that all the information is correct and you no longer need to make alterations, or the deadline for making entries is passed.

RELAY ENTRIES. Entries for the relays will be accepted in this area. You tick the boxes. We do not require declarations of team membership or running order until some time on Tuesday, to be announced. The forms for declarations of relay teams will be provided in Team Managers Packs.

Entry fees will be charged to school accounts. Therefore the payments page is not active.

INFORMATION

DATE: Friday 5 April 2019

FORMAT: Events run by age grade. Timed finals format

TIME: 9.00am – 3.00pm (approximately)

VENUE: Jellie Park Recreation & Sport Pool, Ilam Road

ADMISSION : Via main entrance. With limited pool space NO spectators nor supporters will be permitted.

ENTRY FEES: Entry fee will be $6.00 per competitor and this will be charged to schools.

ENTRY RESTRICTIONS

Restrictions on competitors:
All competitors must be enrolled at a year level in advance of year 8.
Year 7 & 8 pupils are not eligible to participate.

Individual events: Students may enter **one swimming event only in their age group;** that is, if a student enters the Under 15 50m boys backstroke, he may **not** enter any other Under 15 events.
A student may also enter **one additional open grade event**. (For SWD restrictions, refer to the SWD section)

Relay events: A student may swim in **one** freestyle relay team in their age group. The open relays (medley and freestyle) are unrestricted entry; that is, a student may swim in the Under 15 boys freestyle relay and in both of the open medley and freestyle relay teams.

Swimmers **must** swim within their own age group; this means that an Under 15 swimmer **may not** swim "up" in the Under 16 grade. This applies to both Individual and relay events.

Restrictions on Schools:
Individual events: as of right a school may enter **one** swimmer in each event.

Schools may enter up to **three** additional entries in each event [a total of four swimmers], provided these competitors' can potentially swim a time which will place in them in the finals.

Relay events: a school may only enter one relay team in each relay event.

PROVISIONAL ORDER OF EVENTS

Will be posted and confirmed once entries have closed

9.00 am – 11.00am	All events for Under 14 – Under 15 competitors & relays and SWD.
11.00am – 1.00pm	All open grade events & relays
1.00pm– 3.00pm	All Under16 and Under 18 events & relays

All events will be run as timed finals, with heats seeding based on information provided with entry.

ENTRY INFORMATION

Entries must be made through the on-line entry package, which can be accessed from the School Sport Canterbury website under Sports then Swimming and also our APP. The on-line entry package will open on Monday 11 February, 9am and close on Monday 1 April at 12noon. Entries can be made at any time, and any changes during this period. Schools lose their automatic right to one entry per event after this time. There will be no late entries. Competitors are encouraged to supply to their school their "best performance" time for an event which will be used in seeding heats. Please take every care with entry information. The system will enter your students into the correct grade based on the information that you in-put. Take care with spelling of names, as they will subsequently appear on certificates.

For relays, tick the boxes of the relays that you wish to enter. Declarations of relay teams will not be required until 8.30am on the day of the championships. REMEMBER that swimmers must swim within their age group eg, an Under 15 swimmer cannot swim in the Under 16 relay team. The Open Relays are "Open" to swimmers of any age. A swimmer may be substituted in a relay team for the finals in genuine cases of injury or sudden illness, provided that the swimmer has not swum in a previous freestyle relay. The control room must be advised of all such substitutions prior to the final being marshalled.

Changes of Entries:
If entries have to be changed for any reason after entries close on Monday 1 April 12noon schools are required to use the "Change of Entry" form. Forms need to be emailed to the Sports Director's Office up until Wednesday 5 April 3.00pm, or hand it in to the Control Room no later than 8.30am on the day of the Championships.

Note that competitors may not change events after entries close on Monday 1 April 12noon. Once entered in an event, they may swim in only that event, and may not change to another event. If a competitor has to withdraw for any reason, a substitute swimmer may be named provided that substitute is not already entered in excess of one age group and one open event.

SWIMMERS WITH DISABILITIES (SWD)

These events will be held after the first morning session on Friday 5 April. Separate events will be held for Swimmers with Intellectual Physical Disabilities (SWCP, SWAM, SWID & SWVI)

Events:	50m Freestyle	Swum in main pool
	50m Backstroke	Swum in main pool
	25m Kickboard	Swum in main pool
	25m Backstroke	Swum in main pool
	25m Breaststroke	Swum in main pool
	25m Freestyle	Swum in main pool
	4 x 25m Freestyle Relay	Swum in main pool

There is one Open age group:
SWD competitors must be aged at least 13 and Under 21 as at January 1 2019

AGE GROUPINGS 2019

These apply from Year 9 upwards as on 1 April of the year of the Championships.

Under 14 years	Birthday on or after 2 April 2005
Under 15 years	Birthday on or after 2 April 2004 & before 2 April 2005
Under 16 years	Birthday on or after 2 April 2003 & before 2 April 2004
Senior: 16 years and over	Birthday on or before 1 April 2003

The maximum age of competitors is Under 19 on January 1, 2019, birthday after January 1, 2000.

STUDENT AND SPECTATOR BEHAVIOUR

With limited space there will be no opportunity for any spectators to attend the championships in 2019.

MARSHALLING

Ensure that your swimmers (including **ALL** members of the relay team) report to the marshalling area as required. The events being marshalled are clearly indicated by large, visible-from-the-stands, signs at the marshalling area.

Marshalling of the first 5 scheduled events will commence at 8.45am.

Swimmers who have been named as reserves (finals) should report to the marshall and will be allocated a lane should another swimmer fail to report to the marshall as requested.

The absolute responsibility to report to the marshall rests with the swimmer. No attempt will be made to locate swimmers who do not report to the marshall. Protests will not be accepted in any situation in which a swimmer does not get to swim because (s) he has failed to marshall as required.

PROGRAMME INFORMATION

A copy of the championships programme will be posted on the School Sport Canterbury APP & website as soon as possible after Thursday 4 April. A programme will be available at the pool on Wednesday morning for each school. Schools are able to download their own extra copies prior via the website.

www.canterbury.schoolsport.org.nz

OFFICIALS DUTIES

If you have time-keeping responsibilities, report to the Chief Timekeeper at the northern end of the pool at 8.45am.

PLEASE PROVIDE YOUR OWN STOPWATCH.
Staff allocated to other duties should report to the Sports Directors no later than 8.45am.

Refreshments for officials: Refreshments will be available for officials and team managers will be available poolside throughout the day by the appointed duty school.

START RULES

The "one-start" rule will be applied to the all events.

PROTESTS

Any protest or complaint must be made by the team manager in writing to the Controller within 30 minutes of the occurrence and be accompanied by a protest fee of $100.00. If the protest is upheld, the protest fee will be refunded.

All protests shall be considered by the disputes committee and its decision shall be final.

CANTERBURY SECONDARY SCHOOL SWIMMING CHAMPIONSHIPS
SHORT COURSE BEST PERFORMANCES & RECORDS [as at 9 January 2019]

Grade	Event	Name	School		Time		Date
Girls 12-13	50m Backstroke	Holly Rahurahu	Villa Maria College	31.08	R	2017	
Boys 12-13	50m Backstroke	Gus Kelliher	St. Andrew's College	29.26	R	2016	
Girls 14	50m Backstroke	Annamiek Noye	Villa Maria College	29.81	R	2017	
Boys 14	50m Backstroke	Gus Kelliher	St. Andrew's College	27.68	R	2017	
Girls 12-13	50m Breaststroke	Kaylee Jackson	Marian College		35.45	R	2014
Boys 12-13	50m Breaststroke	Cameron Slee	St. Andrew's College		34.43	R	2017
Girls 14	50m Breaststroke	Kaylee Jackson	Marian College		33.30	R	2015
Boys 14	50m Breaststroke	Cameron Slee	St. Andrew's College		32.57	R	2018
Girls 12-13	50m Butterfly	Mine Nel	Burnside HS		31.02	R	2015
Boys 12-13	50m Butterfly	Taiko Torepe-Ormsby	St. Andrew's College		27.51	R	2017
Girls 14	50m Butterfly	Kyra Forrest	Cashmere HS		29.31	R	2015
Boys 14	50m Butterfly	Satori Dobbie	Middleton Grange		26.82	R	2014
Girls 12-13	50m Freestyle	Natasha Johnson	Avonside Girls'		28.28	R	2015
Boys 12-13	50m Freestyle	Zac Knowles	Christchurch Boys' H.S		26.19	R	2018
Girls 14	50m Freestyle	Holly Rahurahu	Villa Maria College		27.44	R	2018
Boys 14	50m Freestyle	Zachary Clark	St. Andrew's College		27.01	BP	2012
Girls 12-13	100m Freestyle	Hannah Bates	Christchurch Girls' HS		58.32	R	2014
Boys 12-13	100m Freestyle	Oliver Graves	St. Andrew's College		58.74	R	2017
Girls 14	100m Freestyle	Hannah Bates	Christchurch Girls' HS		58.52	R	2015
Boys 14	100m Freestyle	Bryn Rumble	St. Andrew's College		57.34	R	2016
Girls Open	200m Medley Relay		Villa Maria College		2:03.63	R	2018
Boys Open	200m Medley Relay		Shirley Boys' HS		1:50.48	R	2012
			St. Andrew's College		1:50.48	R	2018
Girls Open	200m I.Medley	Hannah Bates	Christchurch Girls' HS		2:17.24	R	2018
Boys Open	200m I.Medley	Satori Dobbie	Middleton Grange		2:13.03	R	2017
Girls Open	200m Freestyle	Hannah Bates	Christchurch Girls' HS		2:07.21	R	2016
Boys Open	200m Freestyle	Quinton Hurley	St. Andrew's College		1:54.46	R	2018
Girls Open	100m Backstroke	Jermaine Masangkay	Marian College		1:04.29	R	2018
Boys Open	100m Backstroke	Satori Dobbie	Middleton Grange		56.67	R	2016
Girls Open	100m Breaststroke	Kaylee Jackson	Marian College		1:10.22	R	2018
Boys Open	100m Breaststroke	Flynn McDonald	Shirley Boys' H.S		1:06.88	R	2018
Girls Open	100m Butterfly	Emily Rennell	Villa Maria College		1:02.09	R	2015
Boys Open	100m Butterfly	Satori Dobbie	Middleton Grange		57.25	R	2015
Girls 15	100m Freestyle	Ari Graham	St. Andrew's College		59.97	R	2014
Boys 15	100m Freestyle	Matthew Harford	St. Andrew's College		54.25	R	2016
Girls 16-18	100m Freestyle	Hannah Bates	Christchurch Girls' HS		58.29	R	2018
Boys 16-18	100m Freestyle	Matthew Hutchins	Lincoln HS		52.88	BP	2012
Girls 15	50m Breaststroke	Kaylee Jackson	Marian College		33.35	R	2016
Boys 15	50m Breaststroke	Lochlan McKenzie	Lincoln HS		31.81	R	2018
Girls 16-18	50m Breaststroke	Kaylee Jackson	Marian College		32.06		2018
Girls 15	50m Backstroke	Pia Hulley	Cashmere HS	32.53	BP	2012	
Boys 15	50m Backstroke	Angus Kelliher	St. Andrew's College	26.69	R	2018	
Girls 16-18	50m Backstroke	Kaylee Jackson	Papanui HS	29.39	R	2016	
Girls 15	50m Butterfly	Emily Rennell	Villa Maria College		29.06	R	2014
Boys 15	50m Butterfly	Gordon Forrest	Cashmere HS		27.30	R	2016

Girls 16-18	50m Butterfly	Emily Rennell	Villa Maria College	28.46	R	2015
Boys 16-18	50m Butterfly	Satori Dobbie	Middleton Grange	25.42	R	2016
Girls 15	50m Freestyle	Hannah Bates	Christchurch Girls' HS	27.46	R	2016
		Manaia Butler	St. Andrew's College	27.46	E	2018
Boys 15	50m Freestyle	Zac Baker	Christchurch Boys' HS	25.18	R	2018
Girls 16-18	50m Freestyle	Natasha Johnson	Avonside Girls' HS	26.88	R	2018
Boys 16-18	50m Freestyle	Oliver Rayner	Christchurch Boys' HS	24.45	R	2016
Girls 12-13	200m Freestyle Relay		Rangi Ruru Girls'	2:00.29	R	2014
Boys 12-13	200m Freestyle Relay		St. Andrew's College	1:48.98	R	2017
Girls 14	200m Freestyle Relay		St. Margaret's College	1:56.66	R	2018
Boys 14	200m Freestyle Relay		St. Andrew's College	1:43.27	R	2018
Girls 15	200m Freestyle Relay		Rangi Ruru Girls'	1:57.65	R	2016
Boys 15	200m Freestyle Relay		St. Andrew's College	1:44.72	R	2016
Girls 16-18	200m Freestyle Relay		Villa Maria College	1:57.39	R	2016
Boys 16-18	200m Freestyle Relay		Christchurch Boys' HS	1:42.50	R	2016
Girls Open	200m Freestyle Relay		Christchurch Girls' HS	1:52.53	R	2014
Boys Open	200m Freestyle Relay		Christchurch Boys' HS	1:40.67	R	2016

SWIMMERS WITH DISABILITES

Boys Open	25m Freestyle SWID	Joshua Christie	Papanui HS	19.87	R	2014
Girls Open	25m Freestyle SWID	Samantha May	Rangiora HS	23.75	R	2016
Boys Open	25m Breaststroke SWID	Sammy Kahn	Papanui HS	34.91	BP	2012
Girls Open	25m Breaststroke SWID	Georgia Strangman	Papanui HS	39.20	BP	2012
Boys Open	25m Backstroke AM/PD	Regan Herbert	Papanui HS	27.75	BP	2017
Boys Open	25m Backstroke SWID	Carl Te Tone Huia	Papanui HS	20.16	R	2017
Girls Open	25m Backstroke SWID	Emma Symon	Rangiora HS	23.37	R	2017
Boys Open	50m Freestyle SWCP	William Stedman	Middleton Grange S	40.27	R	2015
Boys Open	50m Freestyle SWID	George Adam	St. Andrew's	30.27	R	2017
Boys Open	50m Backstroke SWID	George Adam	St. Andrew's	37.12	R	2018
Boys Open	25m Backstroke SWCP	William Stedman	Middleton Grange S	57.46	R	2015
Boys Open	25m Freestyle AM/PD	Regan Herbert	Papanui HS	29.86	BP	2017
Girls Open	50m Freestyle AM/PD	Jacqueline Ruth	Rangi Ruru Girls' S	1:02.52	BP	2012
Girls Open	50m Freestyle SWID	Brittany Sherriff	Rangiora HS	41.34	R	2015
Girls Open	50m Freestyle SWCP	Nico Wildbore	Ao Tawhiti	50.78	R	2018
Boys Open	50m Freestyle SWPD	Ieuan Edwards	Hillmorton HS	28.96	R	2018
Girls Open	50m Backstroke AM/PD	Jacqueline Ruth	Rangi Ruru Girls' S	1:09.06	BP	2012
Girls Open	50m Backstroke SWCP	Nico Wildbore	Ao Tawhiti	1:00.52	R	2018
Girls Open	50m Backstroke SWID	Brittany Sherriff	Rangiora HS	55.92	R	2017
Boys Open	100m Freestyle SWD Relay Multi-Class		Papanui HS	1:49.66	BP	2017

Updated on 9 January 2019

SCHOOLS COMPETING AND THEIR CODES

ADCS	Aidanfield Christian School
ALNV	Allenvale School
AVSG	Avonside Girls' High School
BURN	Burnside High School
CASH	Cashmere High School
CATH	Catholic Cathedral College
CHAD	Christchurch Adventist School
CBHS	Christchurch Boys' High School
CGHS	Christchurch Girls' High School
RSCH	Christchurch Rudolf Steiner School
CHCO	Christ's College
DARF	Darfield High School
ELLE	Ellesmere College
EMCS	Emmanuel Christian School
FERN	Ferndale School
HAEA	Haeata Community Campus
HAGL	Hagley Community College
HALS	Halswell Residential College
HLMT	Hillmorton High School
HLCS	Hillview Christian School
HORN	Hornby High School
KAIA	Kaiapoi High School
LINC	Lincoln High School
LINW	Linwood College
MAIR	Mairehau High School
MARN	Marian College
MDGR	Middleton Grange School
MTHT	Mt Hutt College
PPNU	Papanui High School
RAHS	Rangiora High School
RRGS	Rangi Ruru Girls' School
RICC	Riccarton High School
ROLL	Rolleston College
STAC	St Andrew's College
STBD	St Bede's College
STMG	St Margaret's College
STCC	St Thomas of Canterbury College
SHIR	Shirley Boys' High School

TAHI	TKKM o Te Whanau Tahi
TAOP	Te Aho O Te Kura Pounamu
TKKW	Te Kura Whakapumau I Te Reo Tuturu Ki Waitaha
TPOR	Te Pa o Rakaihautu
UNLM	Ao Tawhiti
VILL	Villa Maria College
WAIT	Waitaha Learning Centre

The Combined Country High Schools will represent their own school in this event: Akaroa Area (AKAS), Amuri Area School (AMUR), Cheviot Area School (CHEV), Hurunui College (HURU), Kaikoura High School (KKOR), Oxford Area School (OXAS) and Rangiora New Life School (RNLS)

To access the Championship results.

CANTERBURY SECONDARY SCHOOLS SWIMMING AWARDS

1 There are five trophies, for the Outstanding Male, Outstanding Female Swimmer and the top boys, girls and co-educational school.

2 The Selection Panel for deciding the winners will meet as soon as practical after the Championships.

3 The criteria for selection will be -

a) the winner is to be a student competing in the Senior or Under 16 years grades at the Canterbury Secondary Schools Swimming Championships,
or
a student competing in the Open Grade at the Canterbury Secondary School Swimming Championships provided the student is aged 15 or over
or
a relay team competing in the Open, Senior or Under 16 years grades at the Canterbury Secondary Schools Swimming Championships,

b) the winner is to have had an outstanding performance in an event on the Finals Evening, taking into account the total programme for the evening. (The event may be record breaking or not.)

SCHOOL SPORT CANTERBURY CHAMPIONS BADGES

These will be awarded to the winners of all Senior and Open events.

JUNIOR AWARDS

1 There are three awards.
2 The selection panel, as for the above, will select the winners.
3 The criteria for selection are as for the above, except that they are to be students competing in the Under 15 or Under 14 grades. Performances in Open events by age qualified students will be considered.

SWD INDIVIDUAL AWARD

1 There is one award
2 The selection panel, as for the above, in conjunction with Justin Muschamp will select the winner.
3 The criteria for selection are as for the above, except that they are to be students competing in an SWD event.

OUTSTANDING DIVING AWARD

1 There is one award
2 The selection panel, as for the above, in conjunction with the convenor of the Diving competition will select the winner.
3 The criteria for selection are as for the above, except that they are to be a student competing in the Diving competition.
or
a team competing in the Open grade at the Canterbury Secondary School Diving Championship

Risk Management Plan –Canterbury Secondary Schools' Swimming Championships 2019

Jellie Park Recreation Centre & Pool, Friday 5 April 2019

Risk Category	Hazard	Probability of Occurrence	Severity if it Occurs	Minimised By	Responsibility
Environmental	Unsafe surrounds of pool area	Low	Low	Inspection by Event controller.	Venue Management Regional Sports Directors
	Unsafe warm-up areas	Low	Low	Inspection by Event controller.	Venue Management Regional Sports Directors
	Earthquake	Low	Moderate	All participants and attendees are notified of the evacuation procedures in the event of an earthquake	Venue Management Regional Sports Directors
	Dehydration	Low	Low	Water taps available at venue. Schools advised for competitors to bring own water bottles.	Participating Schools
	Transport to and from venue	Low	Varies	Schools' responsibility	Participating Schools
	Traffic	Low	Low	An indoor venue, schools expected to restrict outside access	Participating Schools
	Unsafe facility	Low	Low	Inspection by Event controller.	Venue Management Regional Sports Directors
	Unsafe spectator facilities	Low	Low	Inspection by Event controller.	Venue Management Regional Sports Directors
	Signage and Banners(trips)	Medium	High	Ensure all are securely fastened with cable ties and taped down.	Regional Sports Directors
Equipment	Unsafe equipment	Low	Low	Inspection by Event controller.	Venue Management Regional Sports Directors
	Inadequate maintenance	Low	Low	Commercial facility with own risk management plan.	Venue Management

Risk Category	Hazard	Probability of Occurrence	Severity if it Occurs	Minimised By	Responsibility
Emergencies	Earthquake or an event of an After Shock	Low	Moderate / High	Team managers & official's safety briefing before the championship. Evacuation & exit areas.	Venue Management; Regional Sports Directors & All schools
	Lockdown	Moderate	High	Follow the instruction by lifeguards and pool / venue management.	Venue Management
	Danger to spectators	Low	Low	Exits clearly marked, phone available at venue.	Venue Management Regional Sports Directors
	Danger to participants	Low	Low	Exits clearly marked	Participating Schools
	Danger to official's	Low	Low	Exits clearly marked	Venue Management
First aid/medical	Major injury to spectators	Low	High	Phone available, pool staff trained in first aid, first aid kit available.	Venue Management Regional Sports Directors Participating Schools
	Major injury to participants	Low	High	Phone available, pool staff trained in first aid, first aid kit available.	Venue Management Regional Sports Directors Participating Schools
	Minor injury to spectators	Low	Low	Phone available, pool staff trained in first aid, first aid kit available.	Venue Management Regional Sports Directors Participating Schools
	Minor injury to participants	Low	Low	Phone available, pool staff trained in first aid, first aid kit available.	Venue Management Regional Sports Directors Participating Schools
	Minor injury to official's	Low	Low	Phone available, pool staff trained in first aid, first aid kit available.	Venue Management
	Slips, Trips and Drowning	Medium	High	First Aiders at venue and life guards on duty at all times. Emergency calls able to be made	Venue Management Regional Sports Directors Participating Schools

	Inherent risks in activity	Low	High	Pool attendants qualified in life saving	Regional Sports Directors
	Unfair behaviour of participants	Low	Low	Advise school administration School Sport Canterbury codes of behavior.	Regional Sports Directors Participating Schools
	Misbehaviour by spectators	Low	Low	Advise school administration & schools.	Regional Sports Directors Participating Schools

Reviewed by Angelina King 27/3/2019
Note: Jellie Recreation Centre & Pool will also have their own venue risk management plan.