

Risk Management Plan – Canterbury Secondary Schools Senior Tennis Championships 2021

Risk Category	Hazard	Probability of Occurrence	Severity if it Occurs	Risk Assessment	Minimize By	Responsibility
COVID-19 Pandemic	Covid-19 Infection	Low - Medium	High	High	<p>Anyone feeling unwell instructed to stay home.</p> <p>Hand and Equipment sanitiser provided for all to use. Maintain good hand hygiene upon entry and exit. Visible notice (posters) of safe hygiene requirements to be displayed.</p> <p>Encourage Social distancing as far as practical. Cough, sneeze into elbow.</p> <p>Everyone to contact tracing upon entry via QR code to keep a record of where and who you have been.</p> <p>Strict hygiene measures, particularly washing and drying of hands with soap, and regular cleaning of equipment and surfaces are in place. Make sure you know (or can identify) anyone who is participating in your activity, including players, officials and spectators/supporters, in case someone gets sick.</p> <p>Guidelines at Alert Level 1 for play, active recreation: https://sportnz.org.nz/resources/play-active-recreation-and-sport-at-alert-level-1/</p> <p>Reminders included in pre event information sent to schools.</p> <p>Latest protocol details: https://covid19.govt.nz/</p>	<p>Venue controllers Game Officials Team Management Schools Competitors Spectators</p>

Risk Category	Hazard	Probability of Occurrence	Severity if it Occurs	Risk Assessment	Minimise By	Responsibility
Environmental	Unsafe facility	Low	Varies	Low	Hired venue with own policy. Event controller to monitor.	Venue Manager
	Adverse weather conditions	Moderate	Moderate	Medium	If the weather deteriorates the event controller (Regional Sports Director) to assess situation	Venue Manager Regional Sports Director
	Earthquake	Moderate	Moderate	Moderate	In the event of an earthquake the evacuation/meeting area will be explained to all before the start of each session,	Venue Manager Regional Sports Director
	Sunburn	Moderate	High	Moderate	Student/school responsibility to ensure adequate protection, with wearing of caps and long-sleeved clothing. Sunblock & shade available.	Participating Schools
	Dehydration	Moderate	Moderate	Moderate	School responsibility to ensure adequate fluid intakes & carry own drink bottles. Water taps are available at the venues.	Participating Schools
	Heatstroke	High	High	Moderate	School responsibility to educate and provide adequate fluid intakes. Bringing own water is advised.	Participating Schools
	Transport to and from venue	Low	Varies	Low	Schools are required to take the responsibility for the transport of students to and from the venue.	Participating Schools
	Traffic	Low	Low	Low - Moderate	Venue is Wilding park, car parking available, sufficient traveling time should be factored in.	Participating Schools
	Delay of play	Moderate	Low	Low	Players are informed via PA system.	Venue Manager Regional Sports Director

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	Bee Stings	High	High	Low - Moderate	Ensure First Aid treatment is on site and own anti histamines carried	Regional Sports Director and Participating Schools
	Litter (Slips, Trips and Cuts)	High	Varies	Low	Ensure adequate rubbish bins are on site and fully accessible. Promote and encourage all present to pick up any litter	Regional Sports Director and Participating Schools
	Unsafe spectator facilities	Low	High	Low	Hired venue with own policy. Event controller to monitor.	Venue Manager
Equipment	Unsafe equipment	Low	High	Low	Hired venue with own policy. Risk Manager to monitor	Venue Manager
	Inadequate maintenance	Low	High	Low	Hired venue with own policy. Risk Manager to monitor	Venue Manager
	Signage and Banners	Medium	High	Low	Ensure these are securely fastened with cable ties and taped down	Venue Manager
Emergencies	Danger to spectators	Low	High	Low	Hired venue, exits are clearly marked. Risk manager to ensure exits are clear.	Venue Manager Regional Sports Director
	Danger to participants	Low	High	Low	Hired venue with own policy. Risk Manager to monitor	Venue Manager Participating Schools Regional Sports Director
First aid/medical	Major injury to spectators	Low	High	Low	Schools are to take appropriate measures.	Venue Manager Regional Sports Director
	Major injury to participants	Low	High	Low	Schools are to take appropriate measures and have a first aid kit at the venue. Phone available to contact emergency doctor or hospital.	Venue Manager Participating schools Regional Sports Director
Venue	Major injury to workers	Low	High	Low	Hired venue with own policy. Risk Manager to monitor	Venue Manager

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	Minor injury to spectators	Low	Low	Low	Schools are to take appropriate measures. First aid kit.	Participating Schools Regional Sports Director
	Minor injury to participants	Moderate	Low	Low - Medium	Schools are to take appropriate measures initially with their first aid kits.	Participating Schools Regional Sports Director
Officials	Insufficient number	Low	Low	Low	Event controller to act. Schools are required to take responsibility for ensuring teams have coaches and/or managers and/or required officials.	Regional Sports Director
Rules	Inadequate rules and regulations	Low	Low	Low	Rules have been defined in the original championship information.	Regional Sports Director
	Inherent risks in activity	Low	Varies	Low	Recognised sporting activity. All officials and coaches/managers have written safety procedures in event folders	Regional Sports Director
Contest	Participants fairly/equitably matched	Low	Low	Low	Players will be seeded and as the weeks go by top players will be playing off for top positions	Regional Sports Director
Behaviour	Unfair behaviour of participants	Low	High		Disciplinary action defined within the SSC codes of behaviour principles.	Regional Sports Director Participating Schools Venue Manager
	Misbehaviour by spectators	Low	High		Problem to be sorted by Event controller, and must be within the SSC codes of behaviour principles.	Regional Sports Director Venue Manager

Also refer to the Risk management plan that Tennis Canterbury Region have for their Wilding Park venue.

Revised by Angelina King. Dated 25 January 2021