

DARLING DOWNS SCHOOL SPORT **RISK MANAGEMENT POLICY**

RATIONALE

1. The Darling Downs School Sport Board has a responsibility to ensure Regional Trials, team training sessions, professional development for Regional team officials and participation at State & National Championships are conducted in a safe, supportive environment.

POLICY

1. The Regional School Sports Officer will inservice all team officials on the Risk Management Policy on an annual basis.
2. All Regional Teams will complete an Education Queensland Curriculum Activity Risk Assessment (CARA) form. This is to be completed by the regional team coach.
3. All Regional Trials will have a Risk Assessment Representative Sports Event – Convenor Form completed prior to the day of the regional trial.
4. All Regional Teams will complete a Risk Assessment Representative Sports Event – Team Manager Form prior to the State Championships.
5. All Regional Officials will require to have Senior First Aid & CPR.
6. All Regional Coaches will require a Level 1 Coaching Certificate or equivalent.
7. A review of the Policy will occur on an annual basis.

PROCEDURES

1. All Regional Officials will attend a Regional Official Workshop on an annual basis at the beginning of each year.
2. Regional Coach will complete an Education Queensland Curriculum Activity Risk Assessment (CARA) for their sport one (1) week prior to the regional trial and forward to the Darling Downs School Sports Office.
3. Regional School Sports Officer will record Curriculum Activity Risk Assessment in the Curriculum Activity Register.
4. Regional Convenor will complete a Risk Assessment Representative Sports Event Convenor Form and return to the Regional Sports Office one (1) week prior to the Regional Trial. Regional School Sports Officer will enter these onto the Register.
5. Regional Team officials will ensure that a
 - first aid kit
 - mobile phone
 - ice
 - water
 - student detail forms are available at all Regional Trials and training sessions.

6. Regional Managers will complete a Risk Assessment Representative Sports Event Team Manager Form prior to the State Championships and forward to the Regional Sports Office one (1) week prior to the State Championships. The Regional School Sports Officer will enter these onto the Register.

7.
 - The Curriculum Activity Risk Assessment
 - The Regional Trial Risk Checklist
 - The Regional Team Risk Checklist

will be archived for seven (7) years.

8. All Regional Officials will be required to have a current Senior First Aid including CPR Certificate prior to taking up duty.

The Regional School Sports Officer will co-ordinate CPR and Senior First Aid Courses in February/March each year for Regional Team Officials.

9. All Regional Coaches will be required to have a Level One Coaching Certificate.

10. All community members must have a current Blue Card linked to Darling Downs School Sport Board and adhere to the requirements.