



CHRISTIAN SCHOOLS EVENTS NETWORK

COVID 19 RISK ASSESSMENT

ASSESSED BY

KAREN DAVIDSON – CSEN COORDINATOR

ASSESSMENT DATE

1ST JUNE 2020

LOCATION

VARIOUS – REFER TO CALENDAR

ACTIVITIES

ALL CSEN ACTIVITIES

DATE OF ACTIVITY

VARIOUS – REFER TO CSEN CALENDAR

APPROXIMATE NUMBER OF PEOPLE INVOLVED ANNUALLY

10,000 PAX

NEXT REVIEW DATE

1ST NOVEMBER 2022

CSEN does not provide Personal/Accident Insurance Cover.

As a competing school we are aware that all teachers/parents/volunteers that we send to a carnival or sporting event have completed the school Child Safe Policy and signed the CSEN Child Safe Register that will be forwarded to CSEN as required.

Area to consider	Risk	Risk Management Mitigation
Health of participants prior to CSEN event	Coronavirus infection within group	<p>Schools to check that no one is unwell at the start of the activity / as participants arrive.</p> <p>School keeps an accurate record of who attends activity.</p> <p>Schools to educate participants prior to attending a CSEN event.</p> <p>School to communicate appropriate arrival and departure times at venues with CSEN and other schools (as appropriate)</p>
Controlled CSEN activities	<p>Coronavirus infection within group</p> <p>Injury to participant</p>	<p>Schools adopt a get in & get out philosophy</p> <p>Schools to ensure there are no more than the required number as per government guidelines.</p> <p>Schools to advise participants to avoid unnecessary contact</p> <p>Schools to limit use of equipment and ensure equipment is cleaned after each training session / match.</p> <p>Schools to Implement good hygiene practices.</p> <p>Schools to ensure appropriate warm up and cool down at training and matches.</p> <p>Schools to ensure age and skill appropriate training and matches.</p>
Numbers of participants in and around CSEN event	<p>Not abiding by government guidelines</p> <p>Coronavirus infection within group</p>	<p>Schools to adopt mitigation / minimisation strategies as above.</p> <p>Schools to educate all participants and staff</p> <p>Schools adopt a get in & get out philosophy</p>
Social Distancing at CSEN events	<p>Participants are either unaware or don't abide by the social distancing rules.</p> <p>Coronavirus infection within group</p>	<p>Schools to adopt mitigation / minimisation strategies as above.</p> <p>Schools to educate participants prior to attending a CSEN event.</p> <p>Schools to determine maximum number of participants based on venue size.</p> <p>Schools to ensure that no more than the maximum number is involved in the activity.</p>
Hygiene protocols (individuals, venue, facilities, equipment) at CSEN events	<p>Participants are either unaware or don't abide by the hygiene protocols.</p> <p>There are no cleaning facilities at the event.</p>	<p>Schools to adopt mitigation / minimisation strategies as above.</p> <p>Schools to educate participants prior to attending a CSEN event.</p> <p>Schools to implement good hygiene practices</p> <p>Schools to ensure hand sanitiser / soap and water is available at the venue and in bathroom facilities.</p> <p>Schools to advise participants bring their own hand sanitiser.</p>
Sporting / Cultural equipment at CSEN events	Coronavirus infection within group	<p>Schools to limit use of equipment and ensure equipment is cleaned after each match / training.</p> <p>Schools to implement good hygiene practices.</p> <p>Schools to ensure hand sanitiser / soap and water is available at the venue and in bathroom facilities.</p> <p>Schools to ensure participants bring their own hand sanitiser.</p>
Communal facilities at CSEN events	<p>The extent of hygiene protocols within other groups is unknown.</p> <p>Coronavirus infection within group</p>	<p>Schools to limit the use of communal spaces</p> <p>Schools to wipe down surfaces pre and post training and matches.</p> <p>Schools to implement good hygiene practices.</p> <p>Schools to ensure hand sanitiser / soap and water is available at the venue and in bathroom facilities.</p> <p>Schools to ensure participants bring their own hand sanitiser.</p>
Spectators at CSEN events	Too many people attending events	<p>Schools to promote the need to limit the number of parents / guardians attending events.</p> <p>Schools to educate participants prior to attending a CSEN event.</p>
Response procedures (presumed or known exposure response)	<p>A participant notifies the school that they or a family member has a suspected case of coronavirus.</p> <p>A participant notifies the school that they or a family member has contracted coronavirus</p>	<p>Schools to advise the person to follow the Department of Health procedures relevant to Victoria.</p> <p>Schools to educate participants prior to attending a CSEN event.</p> <p>Follow the school communication plan regarding notification of coronavirus, including the notification of CSEN.</p> <p>Schools to maintain protocols for returning to CSEN events following a positive case.</p>

RISK WARNING UNDER SECTION 5M OF THE CIVIL LIABILITY ACT 2002
ON BEHALF OF CSEN AND CSEN MEMBER SCHOOLS

Sporting and Cultural Activities

Christian Schools Events Network (CSEN) administers and convenes CSEN inter-school sporting and cultural activities in which many students from its members' schools participate. Students participating in these events take part in practice, trials, workshops and competitions.

CSEN and its members' schools expect students to take responsibility for their own safety during sporting activities by wearing compulsory safety equipment, by thinking carefully about the use of safety equipment that is highly recommended and by behaving in a safe and responsible manner towards team members, opponents, spectators, officials, property and grounds. CSEN and its members' schools also expect parents, spectators and other participants to behave in a safe and responsible manner, to comply with the CSEN Code of Conduct and to set a good example for the students.

While CSEN and its members schools take measures to make the sporting and cultural activities as safe as possible for participants, there is a risk that students can be injured and suffer loss (including financial loss) and damage as a result of their participation in these sporting and cultural activities, whether at training or in actual events. Parents, spectators and officials could also be injured or suffer loss.

Injury can occur while the student, parent, spectator or official is engaging in or watching a sporting or cultural activity or travelling to and from the event. The injury may result from a student's actions, the actions of others, the state of the premises or from equipment failure.

On some occasions, an injury can be serious (such as torn ligaments, dislocations, back injuries, concussion or broken bones). In very rare cases an injury can be life threatening or result in permanent disability. If a student, parent, spectator or official has a pre-existing injury, participating in a sporting or cultural activity could result in an exacerbation of that injury.

Students, parents, spectators and officials could also suffer loss as a result of their personal property being lost, stolen, damaged or destroyed.

CSEN does not provide Personal/Accident Insurance Cover

It is the responsibility of CSEN member schools to ensure that all teachers/parents/volunteers they send to a sporting or cultural event have a valid WWCC and / or VIT accreditation and have signed the CSEN Child Safe Policy Register at their school. This information will be forwarded to CSEN on a regular basis.

It is the responsibility of schools to ensure that all staff, students and parents attending a CSEN event have been informed of this Risk Warning.

CHANGE ROOMS

CSEN recognises that children are particularly vulnerable in change rooms and that measures must be put in place to ensure that children are able to safely get changed without fear of intrusion or fear for their safety.

Generally, the expectation of CSEN is that Member School Staff and Member School Volunteers would appropriately supervise change rooms in accordance with Department of Education guidelines. The same goes for CSEN Staff and CSEN volunteers who may be required to supervise change rooms in the course of supervising CSEN Representatives at non-CSEN events.

Those guidelines are that change rooms should be supervised and supervisors should adhere to the following guidelines:

- give explicit instructions and guidelines for behaviour in change rooms
- ensure students and staff have been notified that mobile phones (and cameras) are prohibited in changerooms
- set a routine for going into change rooms and keep to it
- announce to students when entering the change room and allow time for students to cover up
- do not stand in change rooms while students are changing as students have a right to privacy, and
- staff should not be in a changeroom with one student / player.

While the issue of a supervisor of either sex supervising the change rooms of both sexes poses some difficulties, some suggestions for supervisors in this situation include:

- give explicit rules about what is expected of students' behaviour in the change rooms
- ensure that students know that if there is an emergency you will enter the change room
- choose two student representatives to report to you about any problems in the change rooms
- ask the students to come out of the change room if there is any disturbance
- if for some reason the students remain in the change room seek a person of the appropriate sex to go in, and
- if there is an emergency, let students know you are coming in and give a warning to cover up before going in.

Parents from member schools must be discouraged from entering the changerooms unless truly necessary.

COVID 19

Date:

LEVEL OF COMPETITION (tick appropriate)

Intra School

Inter School

YEAR LEVEL/S (tick appropriate)

Junior Secondary (Yrs 7-8)

<input type="checkbox"/>
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Junior Primary (Yrs 3-4)

<input type="checkbox"/>
<input type="checkbox"/>

Senior Primary (Yrs 5-6)

<input type="checkbox"/>
<input type="checkbox"/>

Intermediate Secondary (Yrs 9-10)

Senior Secondary (Yrs 11-12)

GENERAL

	Yes	No	NA
Permission has been obtained from parents/guardians for all students participating			
Adequate teachers are attending providing appropriate levels of supervision for the activity.			
Parents have been notified of location of venue, transport arrangements and time involved			
First Aid Kit available			
Water is available for students at the venue			
Ice is available			
Students have been advised of personal sun protection requirements			
Students suffering from Asthma have been advised to carry their puffer to all events			
Students suffering from anaphylaxis have been advised to carry their EpiPen to all events			
Staff issued with first aid policy			
Form provided for record of injuries/incidents			
Access available for emergency vehicle			
A Risk Assessment has been completed			

PARTICIPANTS & OFFICIALS

Suitably qualified officials/teachers are to be used and are aware of rules and safety procedures at their event			
Students wearing appropriate clothing and footwear to compete (school uniform)			
Students have been made aware of guidelines for use of chess clocks			
All attending are aware of emergency procedures and exits			

EQUIPMENT / GROUNDS

The playing area has been checked and is free of obstructions and loose objects			
Adequate facilities and shelter are available for spectators			
All event areas and equipment have been checked for age appropriate weights and heights			
Public facilities and buildings which are to be used have been checked			

ENVIRONMENTAL

Weather conditions appropriate for the safe conduct of the event if outdoors			
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COVID 19

COVID 19 risk assessment downloaded and followed			
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