

Waikato Rugby Union Boys and Girls XV & Girls only 10s Competition – Risk Analysis & Management System

Competition Location:	Waikato Secondary Schools
Competition Organiser:	Waikato Rugby Union (Roger Hodgson)
Participants: #700-#900	Volunteers and Spectators: #400+
Competition Team Lead/Event Organiser:	Name: Roger Hodgson - 02108175595
Alternative Competition Contact:	Name: Chris Wynne – 021723077

Harm	Hazard	Risk Rating?	Controls
What could go wrong?	Why would this happen?	How serious?	<ul style="list-style-type: none"> How can it be prevented? First try to (e) eliminate, (i) isolate then (m) minimise the risk Assess if the risk control will Eliminate, Isolate or Minimise – are standard health and safety terms to describe how you're reducing or removing the hazard. Ideally you will eliminate (remove) the hazard, then isolate or minimise. Estimate the likelihood of the hazard occurring - 1 is low, 5 is high.

Environmental Factors	High Winds	High	<p>Environmental effects on people to consider - effect of wind/rain and UV protection, extreme weather conditions - cancellation/postponement at ___7_am if this occurs prior to event. During the competition if wind is deemed unsafe by Competition Organiser, cancellation will occur.</p> <p>Hazard occurrence rating =</p>
	Flooding, Torrential Rain	High	<p>Environmental effects on people to consider - effect of flooding/torrential rain, extreme weather conditions - cancellation/postponement at _7_am if this occurs prior to the event (m). During the competition if flooding or torrential rain is deemed unsafe by Competition Organiser, cancellation will occur.</p> <p>Hazard occurrence rating =</p>
	Unsafe grass surfaces – due to heavy rain	Medium	<p>Environmental effects on people to consider - effect of wind/rain and UV protection, extreme weather conditions - cancellation/postponement at __7_am if this occurs prior to event (m). During the competition if playing fields floods due to heavy rain and is deemed unsafe by Competition Organiser, cancellation will occur.</p>

Waikato Rugby Union Boys and Girls XV & Girls only 10s Competition – Risk Analysis & Management System

			Hazard occurrence rating = NOT APPLICABLE
		Medium	Hazard occurrence = NOT APPLICABLE
Roads and Crossings		Low	Hazard occurrence rating = NOT APPLICABLE
		Medium	Hazard occurrence rating = NOT APPLICABLE
Medical Incident	Allergic Reaction	High	<p>Collect accurate medical information for student volunteers, discuss allergy action plan, ensure info tagged to right person (m)</p> <p>Ensure student volunteer carries appropriate medication & that others know how to administer (m)</p> <p>Minimise exposure to triggers:</p> <ul style="list-style-type: none"> - Wasps, bees, insects (m) - Known food allergy - manage food preparation, clearly labelled food, prevent cross contamination, personal hygiene (m)
	Pre-existing Medical Condition	High	Sport Coordinator/TIC/Coaches/Managers at incident site to advise St John in event of medical incident.
Injury - cuts, grazes, sprains, bruises etc.	Unsafe / reckless participants	High	<p>All student volunteer referees supported by senior adult supervisor.</p> <p>Sport Coordinators/Coaches/Managers to provide appropriate supervision and reinforce behavioural expectations on side-lines.</p> <p>Instruct in competition pre information for all participants to compete in a safe and responsible manner.</p>

Waikato Rugby Union Boys and Girls XV & Girls only 10s Competition – Risk Analysis & Management System

	Toilets/Change Rooms	Low	Instruct to always go with someone when using toilets and changing room facilities.
Equipment	Crowd Control	Low	Fence/rope of appropriate areas communicate where applicable on pre competition information. Volunteers & officials to advise spectators throughout event which areas to avoid.
	Rugby goal post	Low	Ensure behavioural expectations are clear to participants and supervising teachers/helpers via clear pre competition information. School leads and management to observe students near equipment and warn of dangers. Event Lead to ascertain equipment checks have been organised.
	Stolen gear/Personal Equipment	Low	Stolen gear, personal equipment stolen. Remind schools at each location it is the responsibility of each school to secure items.
Volunteers	Volunteers not understanding tasks	Low	Poor competition briefing– to avoid this, pre-event information distributed to adult volunteers. Communication with all key personnel when required prior to the competition. Competition rules & tasks to be sent to volunteer groups a week prior to the competition.
Accident & Health Emergencies	Event accidents	High	First Aid kits provided by each school for minor first aid . All accidents to be reported and recorded by Competition Lead and copies forwarded to Waikato RFU CEO. Serious injuries phone 111.

Waikato Rugby Union Boys and Girls XV & Girls only 10s Competition – Risk Analysis & Management System

	Building evacuations in event of fire/earthquake.	High	<p>Competition information and briefings to include all details of each locations place of safety.</p> <p>All accidents to be reported and recorded by Competition Lead and copies forwarded to Waikato CEO and Facility beingused.</p>
Reviewed:	Roger Hodgson	Date:	08/03/2023

* This is a guide only, and is not an exhaustive list. There may be other items that need attention that are not on this list.