

## NSWCIS RISK ASSESSMENT – SPORTING EVENT

<b>SPORTING EVENT:</b>	Secondary Girls 18&U Water Polo Selection Trials
<b>EVENT DATE:</b>	Thursday 5 March 2026
<b>NUMBER OF PERSONS INVOLVED:</b>	50 approx.
<b>LOCATION:</b>	Queenwood School – Mandolong Road

<b>ASSESSED BY:</b>	Olivia Mitchell
<b>DATE:</b>	26/2/2026

<b>APPROVED BY:</b>	Eliza Marshall
<b>DATE:</b>	26/2/2026

1.0	SPORTING ACTIVITY HAZARDS		NOTES
1.1	Uneven playing surface		
1.2	Playing surface too hard or soft		
1.3	Hard or sharp objects on courts		
1.4	Sliding on Astroturf or similar surface		
1.5	Collisions / Conflict with surrounding objects or people	✓	
1.6	Impact from sports equipment ball	✓	
1.7	Contact sport injury	✓	
1.8	Personal injury – fracture / sprains / cuts	✓	
2.0	PEOPLE & ORGANISATIONAL HAZARDS		NOTES
2.1	Lack of information, training, or instruction	✓	
2.2	Poor activity planning or preparation	✓	
2.3	Poor activity delivery or organisation	✓	
2.4	Ignorance of rules and / or procedures	✓	
2.5	Unsafe behaviour or attitude	✓	

2.6	Lack of appropriate first aid equipment and experience	✓	
2.7	Medical conditions of participants	✓	
2.8	Poor safety control from group leaders	✓	
2.9	Poor safety awareness from participants	✓	
2.10	Lack of cooperation within group	✓	
2.11	Differing skill levels within group	✓	
2.12	Low level of physical fitness / strength	✓	
2.13	Aggression between participants	✓	
2.14	Aggression from crowd / public	✓	
2.15	Contact between participants increasing risk	✓	
<b>3.0</b>	<b>EQUIPMENT AND OTHER HAZARDS</b>		<b>NOTES</b>
3.1	Crash handling		
3.2	Transport to and from your activity	✓	
3.3	Food poisoning		
3.4	Hazardous substances		
3.5	Equipment with moving / hot parts		
3.6	Heavy equipment		
3.7	Electrical hazards from equipment		
3.8	Noise from equipment		
3.9	Risk of trapping body / clothing in equipment	✓	
3.10	Inadequate environment for equipment operation		
3.11	Inadequate protective equipment		
3.12	Equipment in unsuitable condition		
<b>4.0</b>	<b>INDOOR HAZARDS</b>		<b>NOTES</b>
4.1	Inappropriate lighting	✓	
4.2	Temperature		
4.3	Insufficient or unsuitable space		
4.4	Untidiness – causing trip / fire hazard		
4.5	Stairs – dark / steep / no handrail		



HAZARD REF.	SCORE L/M/H	POTENTIAL EFFECT	CONTROL MEASURES	WHO BY	WHEN
1.5	Medium	Injury to students, officials, spectators	Check pool and surrounds have an adequate distance from seating and walkway. Check that all drains are covered. Ensure that there is adequate room for spectators.	Convenor	Prior to play
1.6	Medium	Injury to students, spectators from airborne balls	Nets on goal posts. Net fastened to goal posts correctly. No standing behind the goal area.	Convenor	All day
1.7	Medium	Students contact injuries e.g. scratches or broken noses.	First Aiders on site and qualified referees to control the games within the rules.	Convenors and officials	During play
1.8	Low	Injury to students	Students expected to be nominated to trial based on skill, experience and understanding of the game. Remove any students displaying dangerous behaviour. First Aider on site and qualified referees who will control the games within the rules.	Nominating Teacher, Convenor and Officials	Prior and during play
2.1	Low	Injury to students	Students expected to be nominated to trial based on skill, experience and understanding of the game. Remove any students displaying dangerous behaviour. First Aider on site. Students receive information email prior to event, published on CIS website, and further instruction given throughout the day.	CIS, Nominating Teacher, Convenor and Officials	Prior and during play
2.2	Low	Injury to students, boredom, misbehaviour	Communication with sub-committee prior to event. Students receive information email prior to event, published on CIS website, and further instruction given throughout the day.	CIS, Sub-Committee and Convenor	Prior and during play
2.3	Low	Injury to students, boredom, misbehaviour	Ensure qualified personnel in place. Communication with sub-committee prior to event. Students receive information email prior to event, published on CIS website, and further instruction given throughout the day.	CIS, Sub-Committee and Convenor	Prior and during play

2.4	Low	Injury to students	Ensure qualified personnel in place. Convenor to set expectations at beginning of event. Remove any students displaying dangerous behaviour.	CIS and Convenor	Prior and during play
2.5	Low	Injury to students and harm to officials	Convenor to set expectations at beginning of event. Remove any students or spectators displaying dangerous behaviour or poor attitude as per Code of Conduct which included in trial information booklet distributed prior to event.	CIS and Convenor	Prior and during play
2.6	Low	Injury to students, officials, spectators, and delayed assessment and treatment	Ensure that First Aider is booked and on site with appropriate First Aid supplies. Ensure all staff and students are informed of where to gain access to First Aider.	CIS and Convenor	Prior and during play
2.7	Low	Delayed treatment due to lack informed knowledge of existing conditions	Schools have nominated students with knowledge of medical conditions and parents are required to include this information as part of registration process. Students to bring own medication if required (puffer, EpiPen etc.)	CIS and Convenor	Prior and during play
2.8	Low	Injury to students, boredom, misbehaviour	Convenor to set expectations at beginning of event. Remove any students or spectators displaying dangerous behaviour or poor attitude as per Code of Conduct which included in trial information booklet distributed prior to event. Ensure that Group Leaders are adequately qualified.	CIS and Convenor	On the day
2.9	Low	Injury to students	Students expected to be nominated to trial based on skill, experience and understanding of the game. Remove any students displaying dangerous behaviour. First Aider on site.	CIS and Convenor	Prior and during play
2.10	Low	Injury to students, boredom, misbehaviour	Convenor to set expectations at beginning of event. Remove any students or spectators displaying dangerous behaviour or poor attitude as per Code of Conduct which included in trial information booklet distributed prior to event.	CIS and Convenor	Prior and during play

2.11	Low	Injury to students	Students expected to be nominated to trial based on skill, experience and understanding of the game. Group students in similar skill level wherever possible.	Nominating Teacher, Convenor	During play
2.12	Low	Injuries to students	Students expected to be nominated to trial based on skill, experience and understanding of the game.	Nominating Teacher, Convenor	During play
2.13	Low	Fighting can lead to injuries	Players to be reminded of rules prior to commencement of play and will be removed from the pool to be assessed if injured. Any aggressive conduct outside the rules will see players removed from the pool.	Convenor	On the day
2.14	Low	Conflict	Spectators Code of Conduct is available to view on the CIS web site and is distributed to parents prior to the event. Any spectators failing to abide by the Code of Conduct will be warned and then asked to leave if poor behaviour continues	Convenor	On the day
2.15	Low	Injury to students	Students expected to be nominated to trial based on skill, experience and understanding of the game. Remove any students displaying dangerous behaviour. First Aider on site.	Nominating Teacher, Convenor and Officials	Prior and during play
3.2	Low	Misadventure	Transport is the responsibility of individual schools and parents, and this is a part of individual schools' risk assessments.	Individual School Heads of Sport	Prior to the day/on the road
3.9	Low	Injury /drowning to student	Appropriate clothing to be worn in the pool. Pool to be always supervised by Convenor, Officials and Subcommittee members. Students expected to be nominated to trial based on skill, experience and understanding of the game. Remove any students displaying dangerous behaviour. First Aider on site.	Convenor, officials, and subcommittee members.	On the day
4.1	Low	Not seeing everything in the pool. Not seeing any potential tripping hazards	Check pool and surrounds have adequate lighting in all areas. Check there is always clear visibility of the pool and of students in the pool.	Convenor, officials, and	On the day

				subcommittee members	
4.7	Medium	Injury to students, officials, spectators	Check pool and surrounds have an adequate distance from seating and walkway. Check that all drains are covered. Check there are no loose tiles or anything lying around. Be aware and warn students and spectators that always walking no running.	Convenor	On the day
4.10	Medium	Injury to students, officials, spectators	Check pool and surrounds have an adequate distance from seating and walkway. Check that all drains are covered. Check there are no loose tiles or anything lying around. Be aware and warn students and spectators that always walking no running.	Convenor	On the day
6.1	Low	Tripping hazard to all	Convenor to check the surrounds of the pool to see if there are any tiles not secured. Alert Queenwood to any issues.	Convenor	On the day

## PRE-EVENT START CHECKLIST

<b>GENERAL</b>	<b>YES</b>	<b>N/A</b>
Permission has been obtained from parents/guardians for all students participating		
Adequate teachers are in attendance providing appropriate levels of supervision for students and spectators		
Parents have been notified of location of venue and time involved		
First Aid Kit available		
Water is available for students at the venue		
Ice is available		
<b>PARTICIPANTS AND OFFICIALS</b>	<b>YES</b>	<b>N/A</b>
Students are well informed of safety rules applying to their event /activity		
Officials are aware of their responsibilities		
<b>EQUIPMENT/GROUNDS</b>	<b>YES</b>	<b>N/A</b>
Grounds have been checked		
Equipment has been checked		
<b>ENVIRONMENTAL</b>	<b>YES</b>	<b>N/A</b>
Weather conditions appropriate for the safe conduct of the event		