

NSWCIS RISK ASSESSMENT – SPORTING EVENT

SPORTING EVENT:	Secondary Boys & Girls 19&U Volleyball Trials
EVENT DATE:	Thursday 2 April 2026
NUMBER OF PERSONS INVOLVED:	90 approx.
LOCATION:	Sydney Grammar School

ASSESSED BY:	Colin Lai
DATE:	20/03/2026

APPROVED BY:	Rachel Leechman
DATE:	20/03/2026

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	✓	
3.0	EQUIPMENT AND OTHER HAZARDS		NOTES
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	✓	
4.0	INDOOR HAZARDS		NOTES
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	Low	Injury to students, officials, spectators	Check courts and surrounds have an adequate distance from seating and courts. Ensure that there is adequate room for spectators to be accommodated.	Convenor	Prior to play
1.6	Low	Injury to students, spectators from airborne balls	Check posts are secured, and net is set at correct height. Spectators to be seated in the seats and no one to be moving around the court or on sidelines during play.	Convenor	All day
1.7	Low	Students contact injuries.	First Aiders on site and qualified referees who will 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	CIS, Sub-Committee and Convenor	Prior and during play

			website, and further instruction given throughout the day.		
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.	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	CIS and Convenor	Prior and during play

			of Conduct which included in trial information booklet distributed prior to event.		
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.	Convenor	During play
2.12	Low	Injuries to students	Players should only have been nominated by schools who can play volleyball at this level.	Convenor	During play
2.13	Low	Fighting can lead to injuries	Players will be reminded of rules prior to commencement of play and will be removed from the court to be assessed if injured. Any aggressive conduct outside the rules will see players removed from the court.	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
3.12	Low	Injury to students	Check posts are secured, and net is set at correct height. Floor is clean and not slippery. Balls are pumped correctly.	Convenor	On the day
4.1	Low	Not seeing any potential tripping hazards. Not seeing players or ball clearly	Check court and surrounds have adequate lighting in all areas. Check there is always clear visibility on court for players and officials.	Convenor, officials, and subcommittee members	On the day

4.2	Low	dehydration	Check that the temperature adheres to the extreme heat policy. Issued by Sports Medicine Australia Feb 2021. Ensure that there are adequate drink breaks.	Convenor	On the day
4.3	Low	Injury to students, spectators, and officials	Check surrounds of court. Make sure there is adequate space for play and movement on and off court. Check that there is sufficient space to accommodate players, officials, and spectators. Check that the courts are clean and not slippery. Inform Sydney Grammar if not satisfied with the condition of the court.	Convenor	On the day
4.4	Low	Injury to students, spectators, and officials	Check court and surrounds for any trip hazards and any rubbish left lying around. Check for any potential fire hazards and inform Sydney Grammar if required.	Convenor	On the day
4.6	Low	Injury/death to students, officials, and spectators	Only book venue that has appropriate procedures that adhere to CIS requirements in place	CIS	Prior to the day
4.7	Low	Injury to students, officials, spectators	Check court and surrounds have an adequate distance from seating and court. Be aware and warn students and spectators that always walking no running.	Convenor	On the day
4.10	Low	Injury to students, officials, spectators	Check court and surrounds have an adequate distance from seating and court. Be aware and warn students and spectators that always walking no running.	Convenor	On the day

PRE-EVENT START CHECKLIST

GENERAL	YES	N/A
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		
PARTICIPANTS AND OFFICIALS	YES	N/A
Students are well informed of safety rules applying to their event /activity		
Officials are aware of their responsibilities		
EQUIPMENT/GROUNDS	YES	N/A
Grounds have been checked		
Equipment has been checked		
ENVIRONMENTAL	YES	N/A
Weather conditions appropriate for the safe conduct of the event		