



Risk Management Plan

National Junior Development Camp, SE Queensland, Thur 8 - Sun 11 July, 2021.

Eventor Page: <https://eventor.orienteering.asn.au/Events/Show/15732>

Aims:

- To keep participants occupied and safe throughout the course of the training camp.
- To effectively manage hazards and reduce risks that may arise during the training sessions.
- To appropriately respond to any danger, incident, or emergency that arises during the training camp.
- To provide concise safety instructions to participants before they begin their training courses.
- To ensure course setters, controllers and officials are aware of safety requirements and procedures.

Event Overview:

Number of participants: 128 entered on Eventor.

Event Program:

A detailed program of training camp activities can be found in Bulletin 2. An overview of the program is outlined here:

Thursday 8th July am: Sprint training at Collingwood Park School

Thursday 8th pm: Sprint training at Scots PCG

Friday 9th am: Forest training at Rosenthal

Friday 9th pm: Forest training at Broadwater

Saturday 10th am: Forest training at Cascades

Sunday 11th am: Event at Charlies Paddock (see eventor page - <https://eventor.orienteering.asn.au/Events/Show/15902>)

Event Organisers:

Primary contact (Orienteering Queensland): Felicity Crosato, 0427 523 541

Secondary contact (Orienteering Australia): Brodie Nankervis, 0429 433 323

Secondary contact Saturday 10th July am (Orienteering NSW): Stephen Craig, 0447 166 281

Other Training Camp Personnel:

Whilst the training sessions are organised and run by OA in collaboration with OQ, logistical organisation of accommodation and transport has been provided by the state coordinators:

Name	State/territory	Contact Details
Jon McComb	Tasmania	0402 819 727
Bruce Arthur	Victoria	0458 391 261
Helen O'Callaghan	New South Wales	0478 226 601
Felicity Crosato	Queensland	0427 523 541
Evalin Brautigam	South Australia	0434 148 488
Marlize Bosman	Western Australia	0450 613 683
Mike Radajewski	Australian Capital Territory	0434 902 954

Insurance:

The event is being conducted by Orienteering Australia and Orienteering Queensland, which have Public Liability Insurance of \$20 million. Insurer Sportscover Australia P/L. Policy document found [here](#).

Supervision:

Orienteering Australia is not providing supervision for attendees of the training camp. Attendees under the age of 18 will be supervised by either parent/guardians, or their state coordinator. State/territory coordinators are encouraged to have signed consent/medical forms completed by all attendees from their state. An example of such a form can be found at: <https://eventor.orienteering.asn.au/Documents/Event/10927/1/Medical-and-Contact-Details> (courtesy of Orienteering Queensland).

Child protection:

All personnel (including volunteers) providing any coaching at training sessions must have a valid working with children check (or state/territory equivalent), unless they have a valid exemption applicable to their jurisdiction (i.e. in QLD if volunteering at sport their child is participating in). Evidence of this check must be provided to the event organiser prior to the training camp commencing.

All those involved with the training camp must adhere to and follow Orienteering Australia's Child Safe Sport Framework/Code of Conduct - https://orienteering.asn.au/wp-content/uploads/2015/09/OA-Child-Safe-Sport-Framework-Code-of-Conduct_May2020.pdf

Covid-19 Safety:

Orienteering Queensland's [Covid-19 Safe Guidelines for Orienteering Events](#) will be followed. The event organiser will have a copy of this document and it will be available to attendees on the eventor page.

A QR code check in will be available for each training and all attendees must check in. This QR code will also be uploaded to the training camp eventor page.

Safety procedures:

Standard Safety Procedures:

- Attendees must carry a whistle and the standard emergency signal is six whistle blasts at one-second intervals. Any competitor hearing this signal or encountering a fellow competitor in distress is required to abandon their course and render appropriate assistance.
- All attendees are advised of a safety bearing for emergencies and of potential hazards they may encounter on their course. This information is provided in the pre-competition written material, reinforced at the Start briefing, and written on the map.
- The Event Organiser will maintain a written record of information received and action taken in relation to safety incidents and accidents. These records will be made available to the Queensland Police Service should a full-scale search under their control be required. Copies will also be sent to Orienteering Queensland (OQ) and Orienteering Australia (OA)
- The Event Organiser has the authority to cancel an event in the event of extreme weather conditions, or in the event of an extreme fire hazard warning.

The following document will be provided to participants prior to the training camp commencing, available on the eventor page: https://oq.orienteering.asn.au/restricted/downloads/safety_information_for_events_sept_19.pdf (Note: vehicle registration will be provided on registration card, rather a list of vehicles of attendees will be made at the first training session as per bump in/out procedure outlined below).

Additional Safety Procedures specific to junior training camps:

- Control locations will be marked in the terrain with either flags with control codes or coloured streamers. When using streamers each course will use a different colour (Hard Long: Red, Hard Short: Green, Moderate: Yellow) and controls used on multiple courses will be marked with multiple streamers of the appropriate colours.
- Remote starts and finishes will be avoided where possible. All start and finish locations, remote or otherwise, will be manned for the duration of the session.
- A course closure time will be advertised for each session in Bulletin 2.
- A detailed briefing will be given at the commencement of each training session, including any potential risks or safety considerations, the safety bearing and course closure time.
- Bump in/bump out procedure to be followed as below.

Drinking Water:

No drinking water will be provided by the event organiser. Participants are encouraged to carry their own water. They are responsible for their own hydration fluids at the start and end of their course.

First Aid:

First Aid personnel and First Aid kits at the assembly area.

Lead First Aider: Felicity Crosato (0427 523 541)

Other volunteers with First Aid certification: Natasha Key (0419 549 532), Rebecca George (0403 689 950), Jamie McDougall (0456 435 835)

Communication:

It is anticipated that mobile phone communications are possible, although not assured, throughout the event areas. Organisers will have UHF handheld radios for communication between event officials for use in an emergency. If required, all emergency services will operate on their own respective communication channels for incident control.

Emergency Contacts:

000 Police, Ambulance, Fire Brigade or 112

State Emergency Services 13 25 00

Weather warnings www.bom.gov.au 07 3239 8700

Nearest Hospital:

Thursday 8th am: Ipswich Hospital, Chelmsford Ave, Ipswich QLD 4305

Thursday 8th pm: Warwick Hospital, 56 Locke St, Warwick QLD 4370

Friday 9th – Sunday 11th: Stanthorpe Hospital, 8 McGregor Terrace, Stanthorpe QLD 4380

The Event Organiser (Felicity Crosato 0427 523 541) is to be sole contact with media on all matters.

In the Event of Fire or Very High Winds

If notified of a fire threat or very high winds which could cause a hazard to participants, the Event Organiser will:

- Send out an official person to a point on the map where runners might be encountered, such as a control point, track junction or a water point, to inform runners to abandon their course and return to the assembly area by a safe route as quickly as possible.
- Ensure each official is given a handheld UHF radio if mobile phone communication is not possible.
- Remain in contact with the event organiser, using UHF radio or mobile phone.
- If necessary, evacuate to a safe area.

Other Specific Hazards:

A risk action plan for specific potential hazards can be found in Appendix 1 below.

Search and Rescue Procedures

Orienteering Queensland's [Search and Rescue Procedure policy](#) will be followed. The event organiser will have a copy of this procedure available at all trainings.

Scope: Report of competitor requiring medical assistance or missing competitor

Co-ordination & Control: The Event Organiser has the overall responsibility, control and co-ordination of any incident or emergency, until relieved by Emergency Services personnel.

Communications: Mobile phones are to be the primary method with UHF radios used as a backup.

Media Contact: All personnel are instructed not to comment to media (or others)

Bump in and out procedure:

1. State coordinators will provide a list of vehicle registrations of attendees from their state.
2. All state coordinators are required to keep a list of attendees from their state that attend each training.
3. State coordinators are responsible for recording all their state/territory attendees that commence the training and that they have returned from the forest before course closure.
4. Before leaving the assembly area the state/territory coordinator must confirm with the primary or secondary event organiser that all of their attendees have returned from the forest.
5. The primary and secondary event organisers will remain at the assembly area until all state/territory coordinators have confirmed that their attendees have returned from the forest.
6. In the case of a missing attendee, the search and rescue procedure will be followed.
7. Prior to leaving the assembly area of each training, the event organiser will check for remaining vehicles (using the list from 1.)

Risk Action Plan

Hazard/Issue Identified	Potential Outcome	Controls for a manager to implement	Reference/Guidance
Storms	Lightning strikes Hail, Rain	Ensure weather information is checked 24 hours before the event. Monitor weather conditions prior to and during the event. Inspect track conditions prior to the event. Event to be stopped if local thunderstorms appear close (defined as being when the interval between lightning flash and thunder is 3 seconds or less and lightning occurs once per minute or more).	BoM Weather warnings www.bom.gov.au
Fire	Injury, Loss of Property	Alert participants of fire emergency procedures in pre-event information. No Smoking policy. No open fires.	Contact local authorities
High Winds /Falling Timber	Injury	Alert participants of emergency procedures in pre-event information. In event of very high winds, consider postponing event.	BoM for wind warnings
Temperature	Heat Exhaustion Sunburn Dehydration	Postpone the event if temperature exceeds 35 degrees. Ensure sunscreen is available to competitors. Advise participants to BYO water in pre-race information – for before, during and after the training session.	BoM Weather Observations Orienteering Queensland Sun Protection Policy
Conflict	Abuse, attack, emotional upset	Erect event signage at event area access points. Avoid choke points on pathways. Ensure Events controller has approved course layout.	
Traffic	Collision	Detailed travel and parking instructions will be provided to attendees in Bulletin 2. Event organiser to place “runners on road” signs where applicable.	Parking Attendants
Lost Participants	Injury, Dehydration	Keep records of participants’ start and finish times. <i>If any participant has not returned by course closure time, a search will be initiated by 4WD/ bike/foot as appropriate by allocating areas of the map to be patrolled, keeping in touch by radio. This procedure will continue for 2 hours.</i> If after that time people are still missing, then Emergency Services will be alerted.	Police – 000, 112 SES – 13 25 00
.Local Hazards.	.Injury.	Tape any dangerous areas.	Contact Felicity Crosato 0427 523 541
First Aid	Lack of timely first aid for injury or illness	Locate nearby medical facilities and contact numbers. Ensure First Aid Kit is available on site. Ensure First Aiders are available or medical help is nearby.	Head First Aider – Felicity Crosato 0427 523 541
Sharps (Needles and Syringes)	.Injury or illness.	Local Councils may be requested to remove sharps from the building surrounds. Restrict access to the area until the sharps hazard is cleared.	Council Contact Centres (24 hrs): Ipswich City Council: (07) 3810 6666 Southern Downs Regional Council 1300 697 372