

# Curriculum activity risk assessment

## SCUBA Diving

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### Activity scope

This document relates to student participation in any swimming activity where a diver swims below the surface using compressed air with self-contained underwater breathing apparatus.

Please note there is a separate guideline for [snorkelling](#).

### Risk level

The actual risk level will vary according to the specific circumstances of the activity and these **must** be considered when assessing the inherent risk level and planning the activity. As a starting point, ask the following questions:

- Which students will be involved?
- Where will the students be?
- What will the students be doing?
- Who will be leading the activity?
- What will the students be using?



Inherent risk level		Action required / approval
<input type="checkbox"/>	<b>Extreme</b>	High chance of a serious incident resulting in highly debilitating injury.
		<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Consider conducting an alternative activity</li> <li><input checked="" type="checkbox"/> A <i>Curriculum Activity Risk Assessment</i> must be completed.</li> <li><input checked="" type="checkbox"/> Principal approval must be obtained prior to conducting this activity.</li> <li><input checked="" type="checkbox"/> Parental permission <b>must</b> be obtained for student participation.</li> <li><input checked="" type="checkbox"/> Once approved, activity details are to be entered into the School Curriculum Activity Register.</li> </ul>

Teachers / leaders:

Activity description:

Start date:

Finish date:

No of students (approx.):

Class groups:

Supervision ratio (approx.):

Listed below are the 'minimum' recommendations for this type of activity. For any items checked 'No', provide further information regarding the additional or alternate controls to be implemented for the safe conduct of the activity.

## Minimum supervision

Adequate adult supervision is to be provided — consider the following: the number of students; their individual needs, and; the nature of the activity.

If an adult other than a registered teacher is engaged for instruction, a teacher should be present to take overall responsibility. [Blue Card](#) requirements **must** be adhered to.

When planning any outdoor activity, the ratio of qualified, experienced leaders to dependent participants needs to be considered.

In certain situations, judgement may dictate smaller or larger numbers of participants per leader.

Several variables can affect this decision, including but not limited to:

- outcomes of the risk management process
- the leaders' experience
- participants' expected capabilities (i.e. experience, competence, fitness)
- conditions (environment, weather)
- planned duration of the activity
- number of participants and optimum group size
- remoteness of the activity
- suitability and availability of equipment
- likelihood of leader becoming incapacitated or separated from participants.

Two adults with qualifications listed below. At least one adult should be in the water. The adult in the boat will be prepared to enter the water at any time.

An appointed dive supervisor is required to manage the dive operation and remain at the surface of the dive site while diving is taking place.

Registered teacher with minimum qualifications as outlined below

**OR**

An adult with minimum qualifications as outlined below, in the presence of a registered teacher

Further information:

## Minimum qualifications

*The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.*

Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel.

[Blue Card](#) requirements met

### Extreme — High chance of a serious incident resulting in highly debilitating injury

A registered teacher with expertise (formal qualifications) in SCUBA diving. The teacher must hold a SCUBA instructor's certificate issued by a SCUBA instructor training organisation which complies with one of the following:

- the [National Coaching Accreditation Scheme](#) standard for SCUBA Diving Coaches (Instructors) published by the Australian Coaching Council Incorporated
- the [World Recreational SCUBA Training Council's](#) Standard — minimum course content for recreational SCUBA instructor certification (USA) published by the Recreational SCUBA Training Council of USA

**OR**

Adults with the qualifications described if only one or no teacher with these qualifications is available.

#### Resort divers

- For SCUBA diving activities such as a non-certificate (resort) course where no SCUBA instruction is being undertaken, the following qualifications are acceptable:
  - an appropriate SCUBA leadership certificate issued by a SCUBA instructor training organisation.

#### Entry-level certificate divers

- The leader must hold an appropriate SCUBA instructor's certificate issued by a SCUBA instructor training organisation that complies with:
  - The [National Coaching Accreditation Scheme](#) standard for SCUBA Diving Coaches (Instructors) published by the Australian Coaching Council Incorporated.

#### Certificated divers

- The dive supervisor must hold an appropriate SCUBA leadership certificate issued by a scuba instructor training organisation.

Further information:

Minimum equipment/facilities <i>If checked "No", provide further information.</i>	Yes	No
First aid kit suitable for activity	<input type="checkbox"/>	<input type="checkbox"/>
Communication system: <input type="checkbox"/> phone-line at location <input type="checkbox"/> mobile phone <input type="checkbox"/> walkie talkies <input type="checkbox"/> student/adult messenger Other:		
Sun safety equipment (hat, sunscreen, shirt etc)	<input type="checkbox"/>	<input type="checkbox"/>
Drinking water (students should not share drinking containers)	<input type="checkbox"/>	<input type="checkbox"/>
SCUBA equipment, including air cylinders, complies with the requirements of the <a href="#">Workplace Health and Safety: Code of Practice for Recreational Technical Diving</a> including assembly, maintenance and use of equipment, and service record	<input type="checkbox"/>	<input type="checkbox"/>
A complete set of SCUBA equipment with octopus regulator for rescue operations	<input type="checkbox"/>	<input type="checkbox"/>
Dive flags (must be displayed at all dive sites)	<input type="checkbox"/>	<input type="checkbox"/>
Oxygen equipment capable of delivering (or as near as possible to) 100% oxygen	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Governing bodies/associations	Yes	No
Guidelines/codes of practice are established for this activity. See <a href="#">World Recreational Scuba Training Council</a> , <a href="#">Australian Underwater Federation</a> , <a href="#">Recreational Diving, Recreational Technical Diving and Snorkelling Code of Practice 2010</a> Have these been considered during the planning of this activity?	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

## Hazards and suggested control measures

All persons engaging in this activity should:

- identify the hazards including any additional hazards not mentioned here
- assess their significance
- manage the potential risks.

Listed below are indicative hazards/risks and suggested control measures. They are by no means exhaustive lists. Add details of any other identified hazards/risks and additional controls you intend to implement.

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
<b>Animal bites/diseases</b> <ul style="list-style-type: none"> <li>• Marine stingers</li> <li>• Dangerous animals</li> </ul>	<ul style="list-style-type: none"> <li>• Adhere to the <a href="#">Surf Life Saving Queensland Marine Stinger Risk Management Guidelines</a>.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Biological material</b> <ul style="list-style-type: none"> <li>• Bodily fluids (e.g. blood, saliva, sweat)</li> </ul>	<ul style="list-style-type: none"> <li>• Adhere to <a href="#">Infection Control Guideline</a>. Students with open cuts and abrasions are to be removed from the activity and treated immediately. If bleeding cannot be controlled completely, the participant should not be allowed to return to the activity. All clothing, equipment and surfaces contaminated by blood should be treated as potentially infectious.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Environmental conditions</b> <ul style="list-style-type: none"> <li>• Tides</li> <li>• Weather</li> <li>• Temperature</li> <li>• Visibility</li> </ul>	<ul style="list-style-type: none"> <li>• Assess weather conditions before and during activity (e.g. temperature, storms)</li> <li>• Select dive location having regard for the:               <ul style="list-style-type: none"> <li>○ depth of water</li> <li>○ tidal flow</li> <li>○ currents</li> <li>○ visibility</li> <li>○ water temperature</li> <li>○ underwater vegetation</li> <li>○ marine life</li> <li>○ protection from watercraft</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Manual handling</b> <ul style="list-style-type: none"> <li>• Movement of tanks and other equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Undertake a risk management process in order to prevent or minimise the risk of injuries caused by manual tasks</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
<b>Physical exertion</b> <ul style="list-style-type: none"> <li>• Strains and sprains</li> <li>• Cramps</li> <li>• Exhaustion and fatigue</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure appropriate warm-up and warm-down exercises are implemented</li> <li>• Continuously monitor students for signs of fatigue and exhaustion</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Pressurised containers</b> <ul style="list-style-type: none"> <li>• Air tanks</li> </ul>	<ul style="list-style-type: none"> <li>• Store and handle air cylinders carefully</li> <li>• Comply with the requirements of the <a href="#">Workplace Health and Safety: Code of Practice for Recreational Technical Diving</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Students</b> <ul style="list-style-type: none"> <li>• Special needs</li> <li>• High risk behaviours</li> <li>• Medical conditions</li> <li>• Student numbers</li> </ul>	<ul style="list-style-type: none"> <li>• Obtain parental permission, including relevant medical information</li> <li>• When students with medical conditions are involved, ensure relevant medical / emergency plans and medications are readily available. (i.e. Insulin, Ventolin, Epipen, etc)</li> <li>• Refer to Individual Education Plan/Educational Adjustment Plan/Behaviour Management Plan and other student documents</li> <li>• Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers</li> <li>• Ensure adequate adult supervision</li> <li>• A buddy system should be used where two divers ensure they always are diving within a short distance of each other and they watch out for one another</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Tools, plant or equipment</b> <ul style="list-style-type: none"> <li>• SCUBA equipment</li> <li>• Air tanks</li> </ul>	<ul style="list-style-type: none"> <li>• Store and handle air cylinders carefully</li> <li>• Comply with the requirements of the <a href="#">Workplace Health and Safety: Code of Practice for Recreational Technical Diving</a></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
	<ul style="list-style-type: none"> <li>• Divers should be advised about:               <ul style="list-style-type: none"> <li>○ how to adjust and fit masks and fins</li> <li>○ how to clear water from the mask</li> <li>○ what to do in the case of equipment failure</li> </ul> </li> <li>• Check equipment to ensure its:               <ul style="list-style-type: none"> <li>○ safe working condition</li> <li>○ cleanliness (oral/nasal equipment should be disinfected prior to re-use)</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Vehicles</b> <ul style="list-style-type: none"> <li>• Boats and other sea craft</li> </ul>	<ul style="list-style-type: none"> <li>• Continually assess threat of boats and other sea craft</li> <li>• Consult appropriate documents, such as zoning plans produced by the Department of Environment and Resource Management or other relevant authority.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Water</b> <ul style="list-style-type: none"> <li>• Risk of drowning</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure suitability and competency of students participating</li> <li>• Ensure SCUBA equipment is used</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

**Additional control measures** *These would relate to the specific student needs, location and conditions in which you are conducting your activity.*

Hazards/risks	Control measures

Submitted by:	Date:
Indicate the names of those who were involved in the preparation of this risk assessment.	

Approval	
<input type="checkbox"/>	Approved as submitted:
<input type="checkbox"/>	Approved with the following condition(s):
<input type="checkbox"/>	Not approved for the following reason(s):
By:	Designation:
Signed:	Date:
Once approved, activity details should be entered into the <b>School Curriculum Activity Register</b> by administrative staff.	Reference No.

Monitor and review <i>To be completed during and/or after the activity and/or at the completion of the series of activities.</i>	Yes	No
Are the control measures still effective?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes?	<input type="checkbox"/>	<input type="checkbox"/>
Are further actions required?	<input type="checkbox"/>	<input type="checkbox"/>
Details:		

# Important links

- HLS-PR-003: First Aid  
<http://education.qld.gov.au/strategic/eppr/health/hlspr003/>
- HLS-PR-005: Health and Safety Incident Recording and Notification  
<http://education.qld.gov.au/strategic/eppr/health/hlspr005/>
- SCM-PR-002: School Excursions  
<http://education.qld.gov.au/strategic/eppr/schools/scmpr002/>
- HLS-PR-013: Developing a Sun Safety Strategy  
<http://education.qld.gov.au/strategic/eppr/health/hlspr013/>
- Infection Control Guideline  
[http://education.qld.gov.au/health/pdfs/healthsafety/infection\\_control\\_guideline.pdf](http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf)
- HLS-PR-006: Managing Occupational Risks with Chemicals  
<http://education.qld.gov.au/strategic/eppr/health/hlspr006/>
- World Recreational Scuba Training Council  
<http://www.wrsc.com/>
- Australian Underwater Federation  
<http://www.auf.com.au/>
- The National Coaching Accreditation Scheme  
<http://www.ausport.gov.au/participating/coaches/education/>
- Recreational Diving, Recreational Technical Diving and Snorkelling Code of Practice 2010  
[http://www.deir.qld.gov.au/workplace/resources/pdfs/divingrecreational\\_code2010.pdf](http://www.deir.qld.gov.au/workplace/resources/pdfs/divingrecreational_code2010.pdf)
- Department of Environment and Resource Management  
[http://www.derm.qld.gov.au/parks\\_and\\_forests/activities\\_in\\_parks\\_and\\_forests/reef\\_activities/snorkelling\\_and\\_diving.html](http://www.derm.qld.gov.au/parks_and_forests/activities_in_parks_and_forests/reef_activities/snorkelling_and_diving.html)
- HRM-PR-010: Working with Children Check — Blue Cards  
<http://education.qld.gov.au/strategic/eppr/hr/hrmpr010/>

## Further information

For further information on incorporating risk management strategies into curriculum activity planning refer to [HLS-PR-012 Managing Risks in Curriculum Activities](#) and the associated list of [Curriculum Activity Risk Assessment Guidelines](#). (\*<http://education.qld.gov.au/strategic/eppr/health/hlspr012/index1.html>)

For further support with risk management training and advice, contact trained staff in schools such as Workplace Health and Safety Officers (WHSOs) and Workplace Health and Safety Representatives (WHSRs), and regional staff such as Senior Health and Safety Consultants.