

Curriculum activity risk assessment

Throwing events – Shot Put

clever • skilled • creative

Activity scope

This document relates to student participation in Shot Put as a curriculum activity.

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"/>	Medium	Some chance of an incident and injury requiring first aid.	<input checked="" type="checkbox"/> Record controls in planning documents and/or complete this <i>Curriculum Activity Risk Assessment</i> . <input checked="" type="checkbox"/> Consider obtaining parental permission.

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 ticked '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. In determining what is adequate, consider 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.

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

Medium — Some chance of an incident and injury requiring first aid.

For a registered teacher:

Level 1 Accreditation from the [Australian Track and Field Coaches Association](#)

OR

Get Active Queensland Athletics Coaching - Part A qualification

OR

Competence (demonstrated ability) in the teaching of shot put

A teacher could demonstrate their competency to conduct an activity to the person approving the Curriculum Activity Risk Assessment through their:

knowledge of the activity and the associated hazards and risks

experience (i.e. previous involvement) in undertaking the activity

demonstrated ability and/or expertise to undertake the activity

possession of qualifications related to the activity.

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.

For a leader other than a registered teacher:

- Level 1 Accreditation from the [Australian Track and Field Coaches Association](#)
OR
 Get Active Queensland Athletics Coaching - Part A qualification

Further information:

Minimum equipment/facilities <i>If 'No' is ticked, 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/UHF Radio <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"/>
Throwing and landing areas that conform to International Amateur Athletic Federation specifications	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Hazards/risks	Control measures	Yes	No	Implementation plan / Additional controls
Environmental conditions <ul style="list-style-type: none"> • Weather • Surfaces • Surrounds 	<ul style="list-style-type: none"> • Assess weather conditions before and during activity (e.g. temperature, storms). • Assess suitability of throwing area (e.g. level, debris, potholes/divots in ground, line markers) and dampness. • Site activities away from buildings, pedestrians and other activities. 	<input type="checkbox"/>	<input type="checkbox"/>	
Fast moving heavy objects <ul style="list-style-type: none"> • Shots 	<ul style="list-style-type: none"> • Cover rules, safety procedures and prerequisite skills before students participate. • Follow progressive and sequential skill development. • Check all equipment before use. • Constantly monitor throwing area for pedestrian traffic. • Ensure one student throws at a time. • Keep students 5m behind thrower. • Check for appropriate footwear. • Ensure throwing takes place in one direction. • Do not allow paired or return throwing. 	<input type="checkbox"/>	<input type="checkbox"/>	
Manual handling <ul style="list-style-type: none"> • Movement of shots 	<ul style="list-style-type: none"> • Undertake a risk management process in order to prevent or minimise the risk of injuries caused by manual tasks. 	<input type="checkbox"/>	<input type="checkbox"/>	
Physical exertion <ul style="list-style-type: none"> • Strains and sprains • Heat and sun 	<ul style="list-style-type: none"> • Have appropriate warm-up and warm-down activities. • Cover rules, safety procedures and prerequisite skills before students participate. • Follow progressive and sequential skill development. • Continuously monitor students for signs of fatigue and exhaustion. • Provide shade for students awaiting their throw. 	<input type="checkbox"/>	<input type="checkbox"/>	
Students <ul style="list-style-type: none"> • Special needs 	<ul style="list-style-type: none"> • Obtain parental permission, including relevant medical information. 	<input type="checkbox"/>	<input type="checkbox"/>	

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 School Curriculum Activity Register 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

- SCM-PR-002: School Excursions
<http://education.qld.gov.au/strategic/epr/schools/scmpr002/>
- HLS-PR-003: First Aid
<http://education.qld.gov.au/strategic/epr/health/hlspr003/>
- HLS-PR-004: Infection Control and Management of Prescribed Contagious Conditions
<http://education.qld.gov.au/strategic/epr/health/hlspr004/>
- Infection Control Guideline:
http://education.qld.gov.au/health/pdfs/healthsafety/infection_control_guideline.pdf
- HLS-PR-005: Health and Safety Incident recording and Notification
<http://education.qld.gov.au/strategic/epr/health/hlspr005/>
- HLS-PR-013: Developing a Sun Safety Strategy
<http://education.qld.gov.au/strategic/epr/health/hlspr013/>
- HRM-PR-010: Working with Children Check - Blue Cards
<http://education.qld.gov.au/strategic/epr/hr/hrmpr010/>
- HLS-PR-006: Managing Occupational Risks with Chemicals
<http://education.qld.gov.au/strategic/epr/health/hlspr006/hs16.pdf>
- Get Active Queensland Accreditation Program
<http://www.sportrec.qld.gov.au/CommunityPrograms/Schoolcommunity/GetActiveQueenslandAccreditationProgram/Courseinformation.aspx>
- Australian Track and Field Coaches Association
<http://www.atfca.com.au/>
- International Amateur Athletic Federation
<http://www.iaaf.org/aboutiaaf/publications/regulations/index.html>

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](#). (See: <http://education.qld.gov.au/strategic/epr/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.