

Curriculum activity risk assessment

Snorkelling, Pool

clever • skilled • creative

Activity scope

Snorkelling refers to a swimming activity in which a person may either swim on the surface or dive below with surface breathing at atmospheric pressure. This document relates to snorkelling undertaken in a swimming pool.



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

| 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 your 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 on 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.

A minimum of two adults is required for this activity in primary schools.

An adult present should have the ability to:

- effect a recovery of a student from the water at the venue
- perform first aid
- perform cardiopulmonary resuscitation.

The leader or a competent teacher should be ready to enter the water at all times to assist a student in difficulty.

If an adult other than a registered teacher is engaged for instruction, a registered teacher should be present to take overall responsibility.

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:

a registered teacher with experience (previous involvement in the activity) in the teaching of snorkelling

A teacher could demonstrate their competency 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.

For a leader other than a registered teacher:

an adult with experience (previous involvement in the activity) in the teaching of snorkelling

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"/> |
| Students should use their own masks, fins and snorkels for safety, hygiene and comfort. If equipment is being shared, it must be thoroughly disinfected. | <input type="checkbox"/> | <input type="checkbox"/> |
| Face masks should have nose pockets and tempered glass. | <input type="checkbox"/> | <input type="checkbox"/> |
| Young students should use small-bore diameter snorkels. | <input type="checkbox"/> | <input type="checkbox"/> |
| Equipment should be checked carefully before use and should conform to Australian Standards specifications. | <input type="checkbox"/> | <input type="checkbox"/> |
| Rescue devices, (e.g. float, lifebuoy, pole with looped rope or inflated tube) should be provided. | <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. After checking these, 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 |
|--|---|--|--|---|
| Students <ul style="list-style-type: none"> • Student numbers • Special needs • High risk behaviours • Medical conditions | <ul style="list-style-type: none"> • Obtain parental permission, including relevant medical information. • When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily available (insulin, Ventolin, EpiPen, etc.) • Refer to Individual education plan/Educational adjustment plan/Behaviour management plan and other student documents. • Where necessary, obtain advice from relevant advisory visiting teachers or specialist teachers. • Ensure there is adequate adult supervision. • Establish safety systems (such as buddy systems and roll checks) appropriate to the location. | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| Tools, plant or equipment | <ul style="list-style-type: none"> • Include a comprehensive session on the selection, use and care of equipment. • Instruct students in hygienic practices when sharing equipment. • Check that equipment is correctly fitted. | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| Water <ul style="list-style-type: none"> • Risk of drowning • Submersion | <ul style="list-style-type: none"> • Assess the swimming and water safety competency of all students. • Provide initial instruction in shallow water. • Instruct students regarding the dangers of hyper-ventilation. | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |

| Hazards/risks | Control measures | Yes | No | Implementation plan / Additional controls |
|---------------|---|--------------------------|--------------------------|---|
| | <ul style="list-style-type: none"> Conduct warm-up sessions. | <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: |
| List 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 reasons(s): |
| By: | Designation: |
| Signed: | Date: |
| Once approved, activity details should be entered into the <i>School Curriculum Activity Register</i> 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/>

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.