

Curriculum activity risk assessment

Squash

clever • skilled • creative

Activity scope

This document relates to student participation in Squash as a curriculum activity including the teaching of squash skills, training and competition matches conducted by schools.

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 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
<p>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.</p> <p>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.</p>
<p><input type="checkbox"/> Registered teacher with minimum qualifications as outlined below</p> <p style="text-align: center;">OR</p> <p><input type="checkbox"/> An adult with minimum qualifications as outlined below, in the presence of a registered teacher</p>
<p>Further information:</p>

Minimum qualifications
<p><i>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.</i></p>
<p><input type="checkbox"/> Current first aid qualifications including Cardio Pulmonary Resuscitation (CPR) or ready access to first aid facilities, including qualified personnel.</p>
<p><input type="checkbox"/> Blue Card requirements met</p>
<p>Medium — Some chance of an incident and injury requiring first aid.</p>
<p><input type="checkbox"/> Level 1 coaching qualifications from Squash Australia</p> <p style="text-align: center;">OR</p> <p><input type="checkbox"/> A registered teacher with competence (demonstrated ability) in the teaching of Squash</p> <p>A teacher could demonstrate their competency to conduct an activity to the person approving the Curriculum Activity Risk Assessment through their:</p>
<p><input type="checkbox"/> knowledge of the activity and the associated hazards and risks</p> <p><input type="checkbox"/> experience (i.e. previous involvement) in undertaking the activity</p> <p><input type="checkbox"/> demonstrated ability and/or expertise to undertake the activity</p> <p><input type="checkbox"/> possession of qualifications related to the activity.</p>
<p style="text-align: center;">OR</p> <p><input type="checkbox"/> Another adult with Level 1 coaching qualifications from Squash Australia</p>
<p>Further information:</p>

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:		
Drinking water (students should not share drinking containers)	<input type="checkbox"/>	<input type="checkbox"/>
Protective eye wear, recommended by Squash Australia	<input type="checkbox"/>	<input type="checkbox"/>
Equipment (racquets, ball)	<input type="checkbox"/>	<input type="checkbox"/>
Suitable court (court boundary should be clearly marked)	<input type="checkbox"/>	<input type="checkbox"/>
Further information:		

Governing bodies/associations <i>If 'No' is ticked, provide further information.</i>	Yes	No
Guidelines/codes of practice are established for this activity. See Squash Queensland , Squash Australia . Have these been considered during the planning of this activity?	<input type="checkbox"/>	<input type="checkbox"/>
If you are organising competitions or other events, have you referred to Queensland School Sport Unit ?	<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
Biological material <ul style="list-style-type: none"> • Body fluids (e.g. blood, saliva, sweat) 	<ul style="list-style-type: none"> • Have sufficient and suitable containment material (bandages etc.) readily available. • Ensure that personal items such as mouthguards, towels and drink bottles are not shared. • Comply with Infection Control Guideline. 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. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Environmental conditions <ul style="list-style-type: none"> • Weather • Surfaces • Surrounds 	<ul style="list-style-type: none"> • Assess weather conditions before and during activity (temperature, storms etc.) • Assess suitability of playing court (level, debris, potholes/divots in ground, line markers etc.) • Ensure courts are suitable for matches and are: <ul style="list-style-type: none"> ○ swept ○ mopped. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Fast moving objects <ul style="list-style-type: none"> • Squash balls • Racquets 	<ul style="list-style-type: none"> • Wear protective glasses at all times while on court. • Ensure there is adequate lighting. • Check equipment for damage before and during use. Racquets without taping (or grip), or racquets that have been altered in any way should not be used. 	<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
Physical contact <ul style="list-style-type: none"> • Accidental body contact 	<ul style="list-style-type: none"> • Provide students with clear instructions on the rules, lets and strokes. • Permit (experienced) players to play doubles only when the match is supervised by an experienced adult. • Consider the number of students in the available space and their positions in relation to one another with their racquets. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Physical exertion <ul style="list-style-type: none"> • Strains and sprains • Cramps • Exhaustion and fatigue 	<ul style="list-style-type: none"> • Have appropriate warm-up and warm-down activities. • Cover rules, safety procedures and prerequisite skills before students play the game. • Follow progressive and sequential skill development. • Modify games to match the skill and fitness levels of students. • Ensure that racquet weight and grip size are appropriate to the student. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
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. • 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. • When students with medical conditions are involved, ensure that relevant medical/emergency plans and medications are readily available. (insulin, Ventolin, EpiPen etc.) 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <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 reason(s):
By:	Designation:
Signed:	Date:
Once approved, activity details should be entered into the School Curriculum Activity Register by administrative staff.	Reference No.

Important links

- HLS-PR-012: Curriculum Activity Risk Management
<http://education.qld.gov.au/strategic/epr/health/hlspr012/>
- 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>
- Queensland School Sport Unit
www.schoolsport.qld.edu.au
- Get Active Queensland Accreditation Program
<http://www.sportrec.qld.gov.au/CommunityPrograms/Schoolcommunity/GetActiveQueenslandAccreditationProgram/Courseinformation.aspx>

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.