# Summary of revisions to the CARA guidelines V4.0

School preparation

All [*CARA guidelines*](https://education.qld.gov.au/curriculum/stages-of-schooling/CARA/activity-guidelines) have been revised as part of review cycle 4.0 and will be published in Term 4, 2025.

Teachers and others in schools were invited to provide feedback on selected [*CARA guidelines*](https://education.qld.gov.au/curriculum/stages-of-schooling/CARA/activity-guidelines) for review cycle 4.0. Feedback focused on identifying hazards not currently listed; suggesting additional control measures to manage the risks; and offering general improvements to the guideline.

* **Seven** CARA guidelines have had significant revision: *Bushwalking, Food production, Practical workshop activities, Rugby league, Snorkelling, Swimming in pools* and *Swimming in locations other than pools*
* All other CARA guidelines have had minor revisions to ensure consistency across CARA guidelines, to repair broken web links, and remove replicated content.

To help schools prepare for these upcoming changes, a *Summary of Revisions*is provided below to outline:

* significant revisions that may require a change of practice in schools; and
* changes that will support schools to manage student safety but are not expected to require changes in practice.

Principals retain responsibility for ensuring activity leaders meet safety and teaching standards, considering local contexts and supervisor qualifications.

# Publication in Term 4, 2025

All existing CARA guidelines remain current until publication in Term 4, 2025.

On publication, all existing CARA records in OneSchool will display as 'EXPIRED'. Schools are to consult the updated CARA guideline to identify any additional safety considerations of the activity in their local context.

Schools should then either:

* amend the expired CARA record to reflect any new safety considerations;

OR

* complete a new CARA record for the activity, *if necessary*.

For further support, please contact [CARA@qed.qld.gov.au](mailto:CARA@qed.qld.gov.au).

# Summary of revisions

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| CARA guideline – targeted for consultation | Revision that may require a change of practice in schools |
| Bushwalking | Activity scope updated to prompt schools to use the CARA planner for unclassified tracks. |
| Food production | Supervisor qualifications includes food safety knowledge (e.g. [I'm Alert Food Safety Training](https://www.imalert.com.au/foodsafety/) or [SITXFSA005](https://training.gov.au/Training/Details/SITXFSA005) or similar). |
| Hazards and controls table updated with specific advice for heating sugars. |
| Practical workshop activities | Advice added to use air-conditioned or cooled workshops during summer months, where possible. |
| Rugby league | Sports trainer level 1 qualification updated to *NRL League First Aid accreditation*, which includes concussion management (for all risk levels). |
| High risk level activities recommended for secondary schools and require [NRL Level 1 or 2 Sports Trainer accreditation](https://learn.playnrl.com/ilp/pages/external-dashboard.jsf?dashboardId=6). |
| Game officials’ duty of care clarified, allowing students to officiate games with additional control measures. |
| Equipment hazards updated: secure equipment in first aid belt; no bottle carriers on field; plastic water bottles only. |
| Player selection criteria updated to focus on confidence/competence, aligning with the [NRL Player Development Framework](https://www.playrugbyleague.com/framework). |
| Snorkelling | Qualified *Snorkelling supervisor* role added to comply with the [Code of Practice](https://www.worksafe.qld.gov.au/__data/assets/pdf_file/0031/129676/recreational-diving-code-of-practice-2024.pdf). This appointed role is to be involved in decision-making for the activity. |
| Supervisor qualifications clarified and redundant qualifications removed. Principal and qualified *Snorkelling supervisor* collaborate to determine the competence of the other adult supervisors. |
| Hazards and controls updated to add controls for diving in poor light conditions, manual handling processes, and hyperventilation. |
| Swimming activities (common to both *Swimming in pools* and *Swimming in locations other than pools*) | Hazards and controls updated to add information about the types of instructional aids used and to adhere to warning labels of aquatic toys. |
| Hazards and controls updated to:   * add swimming attire to be highly visible in the water and is not too loose or heavy. * add swimming cap fabric can pose a drowning/suffocation risk. * add exhalation whilst underwater and provide a link to FAQs. * ensure non-participants are kept away from the water and do not cause a distraction. |
| Hazards and controls table edited to prohibit diving activities unless under supervision of a qualified coach (e.g. [Development coach](https://www.swimming.org.au/get-involved/coaching/coach-accreditation)*accreditation* with Swimming Australia) or other qualified person complying with [AUSTSWIM Diving position statement July 2024](https://7424314.fs1.hubspotusercontent-na1.net/hubfs/7424314/Diving%20Position%20Statement%20July%2024.pdf). |
| Swimming in locations other than pools | Principals to collaborate with local expertise and/or consult with qualified adults for decision making. Links to the industry standard ([RLSSQ's Guidelines for Inland Waterways Safety](https://rlssq.com.au/department-of-education-queensland)) provided to assist decision making. |
| Added guidance for testing student water safety skills: Sequence of competency in the [water safety and swimming education program](https://education.qld.gov.au/curriculum/stages-of-schooling/water-safety-and-swimming). |
| Supervision ratios clarified to conform with industry safety standards:   * 2 qualified adults for up to 10 students, 1 additional adult per 10 students * At least one adult must have recovery/emergency competency and carry a signalling device. |
| **Qualified adults for the activity**  **Recovery/emergency – CPR, First aid, Rescue**   * At least 1 adult supervisor to have *current* knowledge, judgement, technique and physical ability to carry out safe water rescues and enact an emergency procedure. * Qualifications or skillsets include certifications such as [Inland Open Water Lifeguard](https://training.gov.au/training/details/SISSS00134/skillsetdetails), [Certificate III in Sport, Aquatics and Recreation](https://training.gov.au/training/details/SIS30122/qualdetails)) with units of competency (or similar): * [*HLTAID011*](https://training.gov.au/training/details/HLTAID011/unitdetails) *Provide first aid,* [*SISCAQU019*](https://training.gov.au/training/details/SISCAQU019/unitdetails) *Supervise clients in aquatic locations,* [*SISCAQU021*](https://training.gov.au/training/details/SISCAQU021/unitdetails) *Perform complex water rescues,* [*SISCAQU022*](https://training.gov.au/training/details/SISCAQU022/unitdetails) *Provide oxygen resuscitation and therapy in an aquatic environment,* [*SISCAQU029*](https://training.gov.au/training/details/SISCAQU029/unitdetails) *Perform open water rescues.*   **Water safety and swimming education lessons - Swimming Teacher qualification**  Supervisors, including registered teachers, to have, or be enrolled in and working towards, a *Swimming Teacher qualification* that demonstrates the following units of competency:   * [*SISCAQU023*](https://training.gov.au/training/details/SISCAQU023/unitdetails) *Plan swimming lessons,* [*SISCAQU024*](https://training.gov.au/training/details/SISCAQU024/unitdetails) *Teach water familiarisation, buoyancy and mobility skills,* [*SISCAQU025*](https://training.gov.au/training/details/SISCAQU025/unitdetails) *Teach water safety and survival skills,* [*SISCAQU026*](https://training.gov.au/training/details/SISCAQU026/unitdetails) *Teach swimming strokes*   Additional competencies for:   * Students under 5yo: [*SISCAQU027*](https://training.gov.au/training/details/SISCAQU027/unitdetails) *Promote development of infants and toddlers in an aquatic environment* skill set, or similar * Activities with students with a medical condition or disability that may impact on safety in the water: [*SISCAQU028*](https://training.gov.au/training/details/SISCAQU028/unitdetails) *Assist participants with disability during aquatic activities* unit of competency, or similar.   For enrolment assistance contact registered training organisations e.g. [RLSSQ](https://rlssq.com.au/courses/course-outlines/), [AUSTSWIM](https://austswim.com.au/course-listing), [SWIM Coaches & Teachers Australia](https://swim.org.au/education/).  **Any other** **curriculum activity conducted in locations other than pools – Aquatic supervision qualification**  Supervisors, including registered teachers, hold either:   * *Swimming teacher qualification*, as outlined above;   OR   * A qualification demonstrating current aquatic supervision knowledge and skills, such as [*SISCAQU019*](https://training.gov.au/training/details/SISCAQU019/unitdetails) *Supervise clients in aquatic locations* unit of competency or similar. |
| Swimming in pools | Activity Scope and the Risk Level description edited to ensure common activities outside water safety and swimming education e.g. swimming carnivals and shallow water play are within scope. |
| Principals to collaborate with local expertise and/or consult with qualified adults for decision making. Links to the industry standard ([RLSSQ’s Guidelines for safe pool operations](https://rlssq.com.au/department-of-education-queensland/)) provided to assist decision making. |
| Added - venues may require testing of students’ swimming and water safety skills prior to conducting lessons. |
| Supervision ratios clarified to conform with industry safety standards:   * based on student skill levels * at least one adult must have recovery/emergency competency and carry a signalling device.  |  |  | | --- | --- | | **Minimum standards for supervising students in the water** | | | To teach **beginner students** withlittle or no experience   * developing mobility skills in and through the water | 1 x qualified adult for every 10 Students in shallow water (<900mm or no deeper than child’s chest height) only | | To teach **intermediate** students with basic skills   * swims 25 metres with a recognisable stroke; and * demonstrates comfort and confidence out of own depth in the aquatic environment | 1 x qualified adult for every 12 Students in the water | | To teach **advanced** students   * swims 50 metres using two recognisable strokes * demonstrates one survival stroke in deep water; and * displays comfort and confidence in the aquatic environment | 1 x qualified adult for every 15 students in the water | | **Beyond advanced** students (Years 7-12 only)   * sustains co-ordinated breathing with efficient strokes in deep water and over distance | 1 x qualified adult for every 25 students in the water | |
| **Qualified adults for the activity**  **Recovery/emergency – CPR, First aid, Rescue**   * Adults at the venue, including registered teachers, engaged for recovery/emergency to have *current* knowledge, judgement, technique and physical ability to carry out safe water rescues and enact an emergency procedure. * Qualifications or skillsets include certifications such as [*HLTAID009*](https://training.gov.au/Training/Details/HLTAID009)*Provide cardiopulmonary resuscitation (CPR) or equivalent;* [*HLTAID011*](https://training.gov.au/Training/Details/HLTAID011)*Provide first aid or equivalent competencies;* [*SISCAQU020*](https://training.gov.au/training/details/SISCAQU020/unitdetails) *Perform Water Rescues.*   **Water safety and swimming education lessons - Swimming Teacher qualification**  Supervisors, including registered teachers, to have, or be enrolled in and working towards, a *Swimming Teacher qualification* that demonstrates the following units of competency:   * [*SISCAQU023*](https://training.gov.au/training/details/SISCAQU023/unitdetails) *Plan swimming lessons;* [*SISCAQU024*](https://training.gov.au/training/details/SISCAQU024/unitdetails) *Teach water familiarisation, buoyancy and mobility skills;* [*SISCAQU025*](https://training.gov.au/training/details/SISCAQU025/unitdetails) *Teach water safety and survival skills;* [*SISCAQU026*](https://training.gov.au/training/details/SISCAQU026/unitdetails) *Teach swimming strokes.*   Additional competencies for:   * Students under 5yo: [*SISCAQU027*](https://training.gov.au/training/details/SISCAQU027/unitdetails) *Promote development of infants and toddlers in an aquatic environment* skill set, or similar. * Activities with students with a medical condition or disability that may impact on safety in the water: [*SISCAQU028*](https://training.gov.au/training/details/SISCAQU028/unitdetails) *Assist participants with disability during aquatic activities* unit of competency, or similar. * Coaching swimming squads –Swim coach qualification e.g. [*Development coach*](https://www.swimming.org.au/get-involved/coaching/coach-accreditation)*accreditation* with Swimming Australia or a [*Towards competitive strokes*](https://austswim.com.au/course-listing) from Austswim.   For enrolment assistance contact registered training organisations e.g. [RLSSQ](https://rlssq.com.au/courses/course-outlines/), [AUSTSWIM](https://austswim.com.au/course-listing), [SWIM Coaches & Teachers Australia](https://swim.org.au/education/).  **Any other curriculum activity conducted in pools – Aquatic supervision qualification**  Supervisors, including registered teachers, may hold either:   * *Swimming teacher qualification*, as outlined above;   OR   * A qualification demonstrating current aquatic supervision knowledge and skills, such as [*SISCAQU019*](https://training.gov.au/training/details/SISCAQU019/unitdetails) *Supervise clients in aquatic locations* unit of competency or similar e.g. Deck supervisor accreditation with [RLSSQ](https://rlssq.com.au/courses/course-outlines/). |
| Hazards and controls updated for thunderstorms ([Qld Swimming’s Competition & Swimming - Lightning Protection Policy](https://qld.swimming.org.au/policies-procedures)), water temperature ([Swimming Australia’s Facilities Rules FR 2.11](https://qld.swimming.org.au/sites/default/files/assets/documents/SAL_SQ_Swimming_ByLaws-Rules_Booklet_-_as_at_01.01.14_2.pdf)). |
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| All CARA guidelines | Common revisions for consistency across guidelines that may not require a change of practice in schools |
| Activity scope | Updated to align with the *Managing risks in school curriculum* procedure, emphasising minimum safety standards and compliance with the [*Work Health and Safety Act 2011* (Qld)](https://www.legislation.qld.gov.au/view/html/inforce/current/act-2011-018), to ensure the safety of all participants. |
| Activity requirements: | Highlighting:   * A registered teacher must be appointed to maintain overall responsibility for the activity. * Teachers and adult supervisors collaborate to identify additional risks, hazards and control measures specific to the school and group. Collaboration with local expertise is required. * Review comments from previous CARA records to improve safety standards. |
| * Student requirements | Emergency and first aid advice edited to include links to the department’s Asthma and Anaphylaxis advice. |
| * Student requirements – aquatic activities | Participants’ current level of confidence and skills in the water tested prior to the activity. Guidance provided by the sequence of competency found in the [water safety and swimming education program](https://education.qld.gov.au/curriculum/stages-of-schooling/water-safety-and-swimming). |
| * Emergency/first-aid requirements | Added ‘incorporate advice from off-site facility, if applicable’. |
| * Induction/instruction requirements | Added ‘Rule reminders are to be provided throughout the activity’. |
| * Consent requirements | Parent consent statement reworded to align with the *Managing risks in school curriculum* procedure. |
| Supervision recommendations | Added to support decision-making:   * Principals collaborate with local expertise and/or consult with qualified adults. * Appropriate adult supervision provided to manage the activity safely. Active consideration to the minimum standards in the CARA guidelines when determining the appropriate level of supervision. * All adult supervisors to be familiar with the contents of the CARA record, including the Emergency and Supervision plans and provide active and direct supervision. * Students not to be relied upon to recover individuals in difficulty. |
| Qualification recommendations | Link to [FAQs](https://intranet.qed.qld.gov.au/EducationDelivery/Stateschooling/education/Pages/water-safety-and-swimming.aspx) added to support principals to make final decisions in determining supervisor capability. |
| General updates | Recommendations, hazards and control measures edited for consistency across similar activities. |
| Aquatic activities – specific updates | Hazards and controls updated:   * Continence issues: added bowel motion as a hazard and relevant control measures. * Water temperature: link to [Swimming Australia’s Facilities Rules FR 2.11](https://qld.swimming.org.au/sites/default/files/assets/documents/SAL_SQ_Swimming_ByLaws-Rules_Booklet_-_as_at_01.01.14_2.pdf) with suggested control measures for colder water. * Swimming attire: highly visible, not too loose or heavy. * Non-participants: must be kept away from the water to avoid distractions. |