



DIOCESE OF WOLLONGONG
SPORTS COUNCIL

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RISK ASSESSMENT/ MANAGEMENT FORM

To be completed **before any** trials, competitions or gala days

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| EVENT | SPORT | 15's and Open Rugby League Trials | SELECTION TRIAL | <input checked="" type="checkbox"/> |
| | VENUE | Kirkham Oval, Elderslie (See Map below) | KNOCKOUT | |
| | DATE | Wednesday 29 March 2023 (B/Up Mon 3 April, 2023) | GALA DAY/CHAMPIONSHIP DAY | |
| | TIME | 8.15am – 2.30pm | CARNIVAL | |

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| CONVENER AND EVENT DETAILS | CONVENER | Kath Preece (CEO, Wollongong) Email - collinsk01@dow.catholic.edu.au | | |
| | MOBILE CONTACT | 0417 065 446 | | |
| | PROPOSED NUMBERS | 100 participating students across each age division 4 coaches/selection coordinators, 1 convener 15's – 8.45am – Player registration and jumper allocation, 9.00am – Trials starts First Aid, NRL Staff, | | |

GENERAL INFORMATION/COMMENTS

VENUE MAP:

Students are asked to meet with the carnival convener at the start of the day to discuss the organisation of the day and to go over safety issues, the aim and structure of the trial etc. All information will be provided to schools to pass on all trialists prior to attending. These will also be online on the CEDoW sports website. Schools are reminded to have students appropriately

prepared for the day. These trials are for experienced players who at this time of the year will be involved in regular training sessions.

| FACILITY | ITEM/CONDITION | MANAGEMENT/ COMMENT | COMPLETED |
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| PLAYING SURFACE – Grass Fields | Fields are maintained by Camden Council and Camden Rams Rugby League Club | To be inspected at the start of the day by convener and team coaches/selectors prior to games. | <input type="checkbox"/> |
| SPORT STRUCTURES – | Fields only and toilet block. Maintained Camden Council and Camden Rams Rugby League Club | To be inspected at start of the day by convener and managed by Camden Rams Rugby league club | <input type="checkbox"/> |
| EMERGENCY FACILITIES E.G. FIRST AID, ICE, PHONE – provision, availability | A qualified first aid attendant to be in attendance at the venue with related medical supplies and ice. Request for first aid attendee to have Rugby league experience and background. | All players and staff to be informed of where the first aid attendant is located. Check completed at the beginning of the day | <input type="checkbox"/> |
| AMENITIES – TOILETS, CANTEEN ETC. Access and set up prior to arrival of students | Camden Council and Camden Rams Rugby League Club maintained facilities Toilets checked for cleanliness, toilet paper, lighting etc: TAPS – access for hydration etc. | Wollongong City Council and Thirroul Rugby League club are to be contacted about event in order for facilities to be cleaned, checked and prepared. | <input type="checkbox"/> |

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| SUPERVISION | <p>Staff will monitor both student and parent behaviour. Many students will be traveling privately with parents and this is a major consideration in the supervision of all attending the event.</p> <p>If a teacher attends a school they will also assume some duty of care for all students attending.</p> | <p>Trial organisers are to ensure students are supervised when both on and off the field. Trial organisers should also monitor parent behaviour and ensure appropriate behaviour at all times. Please refer to the code of conduct for guidelines around this area.</p> | <input type="checkbox"/> |
| GATES / FENCES – access to grounds by players & families, spectators | <p>Car parking is around and adjacent to the Field</p> | <p>Team managers and adult supervisors to monitor safety of students during any movement near to parked car area</p> | <input type="checkbox"/> |
| SHADE COVER – availability and access | <p>As this is a trial there is limited time in the sun. Sun Safety guidelines such as sunscreen, hats, hydration etc. to be encouraged prior to and on the day.</p> <p>Tents, if used, should be secured with appropriate pegs to avoid movement due to wind</p> | <p>N/A</p> | <input type="checkbox"/> |
| WEATHER CONDITIONS | <p>To be evaluated in the lead up and on day. Surface is in generally good condition</p> | <p>Convener to discuss any concerning conditions with the secretary of Camden Council and Camden Rams Rugby League Club</p> | <input type="checkbox"/> |

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| | | Diocesan sport wet weather procedures will be incorporated if required. Diocesan sport wet weather procedures will be incorporated if required. Other weather factors to be considered will be extreme heat conditions and smoke haze and air quality. | |
| RUBBISH | There should be adequate bins to cater for the student, parent and staff numbers | Venue to contact to ensure there are enough bins. Team managers to ensure no rubbish is left on the sidelines post game. If required, the convener will supply team managers with a garbage bag to collect school rubbish. | <input type="checkbox"/> |

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| <p>DET SPORT AND PHYSICAL ACTIVITY SAFE CONDUCT GUIDELINES</p> <p>http://www.sports.det.nsw.edu.au</p> | <p>Guidelines provided by the Department of Education are the benchmark for the conduct of school sport and physical activity and the convener and all participants should be familiar with these.</p> <p>The rugby league will also link closely to the national code of conduct set by the NRL. Coaches should be aware of this code and follow guidelines set with their team and supporters.</p> <p><i>'National Safeplay Code'</i></p> <p>Rugby League for students thirteen (13) years and above must be played under the Australian Rugby League: International Laws of the Game. Matches involving students fifteen (15) years and under must also incorporate the 'National Safeplay Code'.</p> <p>The Australian Rugby League: International Laws of the Game includes the following additional rules for junior participants: -</p> | <p>Schools are advised to ensure players and teams are properly prepared for the event. Schools should also follow supervision guidelines and safety tips as provided in the sport's specific information under the heading of RUGBY LEAGUE.</p> <p>Mouth Guards are compulsory at these trials</p> | <p style="text-align: center;"><input type="checkbox"/></p> |
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| | <ul style="list-style-type: none">▪ Retire at Play-the-Ball: In matches involving players aged fourteen (14) years and under, the players of the side not in possession, must retire five (5) metres from the point at which the ball is played. This is different to the normal ten (10) metres in matches involving players aged fifteen (15) years and above.▪ No Shoulder Charging: In matches involving players eighteen (18) years and under, a defender who runs at a ball-carrier and without attempting to tackle, grab or hold the ball-carrier, charges to make contact with the shoulder or with the upper arm (tucked into the side) is guilty of an infringement. <p>Rule booklets are available from the Australian Rugby League and New South Wales Rugby League.</p> | | |
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| <p>CONCUSSION & PRE EXISTING INJURIES</p> | <p>Parents/athletes are required to notify their school, and team manager/s, coach or trial organiser should their child or player be carrying a pre-existing injury leading into an event including concussion. In the event of concussion, a student must have medical clearance before participating in any physical activity. A student who has suffered a concussion injury may not return to contact/collision activities less than 14 days from the resolution of all. For further information refer to the Australian Medical Association at link https://ama.com.au/position-statement/concussion-in-sport-2019</p> | | <input type="checkbox"/> |
| <p>CODE OF CONDUCT AND SAFE & READY TO PLAY</p> | <p>There is a code of conduct expectation for players, parents/carers, teachers, conveners, spectators & officials.</p> <p>Coaches and team managers, as part of the role with students should encourage a good warm up and preparation for the event to reduce injury risk</p> | <p>The Code of Conduct (https://drive.google.com/drive/folders/1Q_BUSufaR8Zzq38sfqaTWUlvzks_NT8-A) will be supplied to all team managers at the start of the day</p> <p>Safe and Ready to play tips are available at https://drive.google.com/drive/folders/14L_hJnnki3B_qfjv34YkPtP1v_LTYT7-U</p> <p>These will be supplied to all schools</p> | <input type="checkbox"/> |

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| <p>SECONDARY STUDENT REFEREES AND UMPIRES</p> | <p>Where secondary students from local catholic schools are sourced to assist with the running of the event the following protocols should be observed: Students/parents are to complete the consent form issued by their sports coordinators that was supplied with all event information. On arrival at the venue the students should meet the convener or allocated teacher to have their name marked off. The convener or allocated teacher will send this role or notify any missing students to the relevant secondary school</p> | <p>Supervision of secondary students will be in the first instance the responsibility of the event convener. In the second instance this role might be given to an allocated teacher at the event. The convener (or allocated teacher) will need to ensure roles are marked and sent back to the secondary school/s involved. They will need to monitor students and ensure they are behaving appropriately and if they have any questions or need any assistance.</p> | <p style="text-align: center;"><input type="checkbox"/></p> |
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| | <p>Students will be given instructions on their role, the field or courts they will be allocated to and who to see if they have any questions. They will be shown where to be when they are not involved with refereeing games. Students will be marked off at the end of the day and will stay with the convener until they are collected from the venue.</p> | <p>*The use of secondary students at primary is a mutually beneficial operation. It provides the students with a leadership role, it helps in many cases fulfill curriculum requirements in PE elective courses such as PASS, SLR or coaching courses. It may also contribute to community involvement and be part of Citizen and Civics school based courses. The relationship also promotes our secondary schools to our local primary school students and parents who respect and appreciate the time given by the secondary students and look favourably on our schools as strong options to send</p> | |
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| | | their current primary siblings | |
| <p>PLAYING EQUIPMENT – provided by staff,</p> <p>Players provide their own mouth guards, shorts, socks and boots. Any personal protective equipment and strapping should also be provided.</p> | <p>Mouthguards must be worn in the following circumstances:</p> <ul style="list-style-type: none"> ▪ All selection trials and games organised for any occasion by the school, the school's sporting zone, regional and / or state school sport association. ▪ All games or competitions organised by external organisations that are school endorsed activities. ▪ Training sessions where skills training requires physical contact between participants. <p>Further information is available at - Use of Mouthguards.</p> <p>Players should be encouraged to wear Standards Australia approved headgear designed primarily to protect the ears and head against abrasions. Players who choose to wear shoulder pads should only use a type of shoulder pad approved by the Australian Rugby League (ARL).</p> | | <input type="checkbox"/> |

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| | <p>Boots must conform to the Laws of the Game. All players wear full Rugby League uniform, a mouth guard and a numbered jersey. NO JEWELLERY is to be worn. The blood bin rule will apply and therefore any child who is bleeding will need to leave the field to be treated. The first aid officer should be used to treat any injuries.</p> | | |
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| OTHER | All teams are to be supervised by teachers and responsible parents. Teachers should ensure students are prepared for games and monitor any dangerous or risky behaviour both on and off the field. Students should seek teacher permission if going to the canteen, toilet or car park. | | <input type="checkbox"/> |
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| Completed by | | Date | |
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This championship/selection trial is facilitated by the Wollongong Diocesan Sports Council