

POLICY AND PROCEDURE

Subject: Risk Management (ASA 02)
 Issue No: 2 Date of Issue: April 2020

Adelaide Survivors Abreast is affiliated with DragonBoatSA, and as such follows the requirements of Risk Management as set out by DBSA.

The aim of this policy is to create awareness of the risks involved in all facets of dragon boating, eg in the boat sheds at West Lakes, Port River, River Torrens and Mannum & including whilst in the boat on the water. The chart provides information on steps to take in the event of incidents whilst at training, whether they be on the water or on land.

<i>H – High risk</i>		<i>M – Medium risk</i>			<i>L – Low risk</i>	
Risk	Impact	Consequence	Likelihood	Risk level	vTreatment	Residual Risk
Injury when unloading/loading boats at Aquatic course shed – Bower Rd	Possible crushed finger, toes or leg injury from contact with boat trailer wheels	Serious	Possible	M	Ensure ongoing instruction to all members – loading & unloading the boat. Use the gloves provided. Ensure members wear correct foot wear. Identify First Aider	L
Injury when taking boat down to the water and returning to shed following training	Possible crushed toes due to impact with trailer tyres. Slipping on concrete at water’s edge. AVOID CONCRETE AT ALL TIMES WHEN LOADING AND UNLOADING BOATS	Serious	Possible	M	Advise need for enough members available to take & return boat prior to & after training. Ensure enough members’ availability. Ensure boat is beached on the matt/sand – NOT the concrete at water’s edge.	M
Roll-over incident	Possible injury/drowning	Severe	Possible	M-L	Ensure all safety equipment is used. Only accredited coaches to supervise a roll-over. All members familiar with roll-over policy. First Aid person identified. Emergency call 000	L
Injury/accident when unloading/loading boat at Port River Sailing Club	Possible broken bones, injury from slipping over, boat slips away from members, injuring those around the boat.	Serious/Severe	Possible	H-S	Boat NOT to be loaded/unloaded unless full crew available to assist. Coach must supervise loading/unloading at Port River. Identify First Aider or call 000	H
Boat falls from sling when loading or unloading at all storage locations	Body injury to people managing the boat.	Serious/Severe	Possible	L-M	Identify First Aider. Ensure new members are instructed about using the sling and block and tackle mechanism.	L
Medical emergency in the boat	Possible death or serious injury to paddler. Other paddlers traumatised by the incident.	Severe	Possible	M-H	Identify First Aider in the boat. Follow sweep’s instructions. Sweep call 000 from boat phone & direct to identified loading spot (as per map). All familiar with medical emergency policy.	L-H
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Risk	Impact	Consequence	Likelihood	Risk level	Treatment	Residual Risk
Sweep falls from the back of the boat at training	Possible injury to the sweep from uncontrolled oar/possible head injury from hitting head on the side of boat.	Serious	Possible	M-L	Sweep MUST wear PFD at all times. Sweep to call out for assistance if possible. Crew to follow the instruction of another sweep if on board. Crew to follow advice of another crew member if no other sweep on board. In the event of a race meeting, follow instructions of drummer to instruct manoeuvre for collection/paddle to shore of sweep	L
Paddlers suffer extreme sunburn	Paddler becomes unwell due to over exposure to the sun	Serious	Possible	M-L	All crew/volunteers to be aware of sun safe policy. All crew to use personal or club sun screen on exposed skin areas. Crew to erect the club tent on regatta days. Identify First Aider/seek medical help in extreme cases	L
Paddler becomes dehydrated	Paddler becomes unwell from lack of fluids and over exertion.	Serious/Severe	Possible	M-L	Crew to ensure water is available for drinking. Hydrate sufficiently before training and on regatta days. Identify First Aider. Seek medical assistance in extreme cases or call 000	L-M
Ladder accident when accessing life jackets	Paddlers injured from falling off ladder or mezzanine floor	Serious/Severe	Possible	M-L	Paddler/s must hold ladder for person accessing equipment from mezzanine floor. All paddlers made aware of the policy regarding this	L
Needle stick injury when accessing boat from the beach area	Paddler is traumatised from this incident. Other crew become concerned about the risks of exposed needles.	Serious/Severe	Possible	M-H	Paddlers encouraged to wear closed in non-slip footwear. Identify First Aider. Support paddler to access medical testing/counselling	M
Paddler falls from the boat on Torrens	Paddlers could develop skin/eye conditions as a result of polluted water/algae. Possible illness from swallowing water	Serious	Possible	M-H	Paddlers to be aware of the water quality on the Torrens. Paddler to shower and change as soon as possible after falling in. Eyes to be flushed with clean water.	L
Paddlers falling or slipping when entering or exiting the boat – Port	Paddler slips or falls when boat is being dragged up or pushed out, suffering injuries to their body	Serious	Possible	H	Paddlers instructed to remain seated when boat is being shifted in or out of the water. Paddlers to locate and take their seat immediately upon allocation and to sit still with their paddle blade flat on the water until the boat is fully loaded	M

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