

## Normanhurst West OSHC Winter Vacation Care

### Thursday 13<sup>th</sup> January 2022- Splashtastic - Risk Assessment Plan

Centre Details		
CENTRE ADDRESS	NORMANHURST WEST OSHC (IN NORMANHURST WEST PUBLIC SCHOOL) Cnr Sefton & Dartford Rd Thornleigh 2120	
PHONE NUMBER	9484 4412	
Name of RPD/Leader	TBD -	TBD
EDUCATOR TO CHILD RATIO.	Mainstream Ratio = 15 children: 1 Educator	
FIRST AID TRAINED EDUCATORS:	All Educators	
Checklist		
<input type="checkbox"/> Sanitising Wipes / Hand Sanitiser	<input type="checkbox"/> iPads (for Diary)	
<input type="checkbox"/> First Aid Kit	<input type="checkbox"/> Sunscreen	
<input type="checkbox"/> Hats	<input type="checkbox"/> Medications	
<input type="checkbox"/> Drink Bottles	<input type="checkbox"/> Walkies	

Hazard identified	Risk Assessment (use matrix)	Elimination/Control Measures	Who	When
Sun Burn, Heatstroke, dehydration, Extreme hot weather etc.	Moderate	<ul style="list-style-type: none"> <li>• UV rating will be checked prior to activity commencing as part of WHS process</li> <li>• Children will be required to employ sun safe practices consistent with UV rating, as is required in centre</li> <li>• Children and staff will be expected to wear hats at all times when outdoors. Children will put their hats on before leaving the OOSH building. Children without a hat will be given one from the Centre.</li> <li>• Children will be checked for drink bottles and asked to ensure all are filled prior to the activity.</li> <li>• Children will be given regular drink breaks throughout the day to ensure they remain hydrated.</li> <li>• Sunscreen will be applied to each child, where permission has been given &amp; UV 3 or above.</li> </ul>	Educators and Children	On Shift – At Centre
Serious Injury to a Child	Moderate	<ul style="list-style-type: none"> <li>• Where a child has a serious injury, one staff member will render first aid, whilst the others move the other children away and ensure adequate supervision. Where an ambulance is required to be called, the staff member will notify the RPD, who will assist in calling the ambulance. Where a staff member leaving in an ambulance then compromises our child to staff ratio, and the activity is deemed unsafe with the number of remaining educators, the children will immediately be returned to the main room.</li> </ul>	Educators	On Shift – At Centre

(General) - Misuse of Equipment/ Inappropriate Behaviour	Moderate	<ul style="list-style-type: none"> <li>All students made aware of rules and expected behaviours before, during and after incursion</li> <li>All students made aware of consequences of inappropriate or non-acceptable behaviour</li> <li>Immediate response by teachers to any inappropriate behaviour</li> <li>Duty of care practised at all times</li> </ul>	FitKids Staff, Children & NWOOSH Educators	On Shift – At Centre
Transmission of COVID-19	High	<ul style="list-style-type: none"> <li>All Educators and Fitkids staff to be double vaccinated, or alternatively have medical contraindication.</li> <li>Educators and FitKids staff to ensure staff members displaying COVID-19 symptoms are removed from activity and sent home as soon as possible.</li> <li>Children who are displaying COVID-19 symptoms or are unwell will be removed from participating in the activity and parents will be phoned and advised to collect their child</li> <li>All educators, visitors, volunteers and FitKids staff will sign in to the NWOOSH premises and sanitise, have their temperatures taken and questionnaire answered prior to the commencement of the activity</li> <li>FitKids staff will ensure all Equipment Needed for the day will be sanitised prior to entering the premises. (Before &amp; After Each Venue Visit)</li> <li>Educators will ensure all children wash and/or sanitise their hands prior to the commencement of and following the activity.</li> </ul>	Educators/Children/ FitKids Staff/Parents	On Shift – At Centre

Plan prepared by:	Roslyn Doyle (3/11/21)		
Plan Reviewed by:	Roslyn Doyle (3/11/21)		
Communicated to:	Roslyn Doyle, Educators, RPD & FitKids Staff - on the day.		

Venue and safety information reviewed and attached	Fitkids COVID Safe Plan on SharePoint to be printed and attached to Risk Assessment
<b>Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.</b>	

Risk Factor Matrix						
CONSEQUENCE						
L I		Insignificant	Minor	Moderate	Major	Catastrophic
	Almost Certain	MODERATE	HIGH	HIGH	EXTREME	EXTREME

K E L I H O O D	Likely	MODERATE	MODERATE	HIGH	EXTREME	EXTREME
	Possible	LOW	MODERATE	HIGH	HIGH	EXTREME
	Unlikely	LOW	LOW	MODERATE	HIGH	HIGH
	Rare	LOW	LOW	LOW	MODERATE	HIGH

# INJURY RISK MANAGEMENT PROTOCOL

## FITKIDS INJURY RISK MANAGEMENT PROTOCOL

### Possible Risks

1. INJURY THROUGH FALLS OR SPRAINS
2. INJURY THROUGH INCORRECT BOXING TECHNIQUE
3. INJURY THROUGH POOR POSTURE AND FORM DURING STRENGTH EXERCISES.
4. SUN STROKE AND DEHYDRATION
5. INJURY MANAGEMENT PROCEDURE
6. INJURY RISK ARCHERY
7. INJURY RISK BUBBLE BALLS
8. WATER GAMES (SAFETY)



## INJURY THROUGH FALLS OR SPRAINS

### Preventing Injuries

Childhood sports injuries may be inevitable, but there are some things you can do to help prevent them:

Warm up exercises, such as stretching and light jogging, can help minimize the chance of muscle strain or other soft tissue injury during sports. Warm up exercises make the body's tissues warmer and more flexible. Cooling down exercises loosen the body's muscles that have tightened during exercise.<sup>2</sup> Make warm ups and cool downs part of your child's routine before and after sports participation.

### Treat Injuries with "RICE"

If a child receives a soft tissue injury, commonly known as a sprain or a strain, or a bone injury, the best immediate treatment is easy to remember. "RICE" (Rest, Ice, Compression, and Elevation) the injury. Get professional treatment if any injury is severe. A severe injury means having an obvious fracture or dislocation of a joint, prolonged swelling, or prolonged or severe pain.

RICE
<ul style="list-style-type: none"><li>• Rest: Reduce or stop using the injured area for 48 hours. If you have a leg injury, you may need to stay off of it completely.</li><li>• Ice: Put an ice pack on the injured area for 20 minutes at a time, 4 to 8 times per day. Use a cold pack, ice bag, or a plastic bag filled with crushed ice that has been wrapped in a towel.</li><li>• Compression: Compression of an injured ankle, knee, or wrist may help reduce the swelling. These include bandages such as elastic wraps, special boots, air casts and splints. Ask your doctor which one is best.</li><li>• Elevation: Keep the injured area elevated above the level of the heart. Use a pillow to help elevate an injured limb.</li></ul>

### Sprains and Strains

A sprain is an injury to a ligament--a stretching or a tearing. One or more ligaments can be injured during a sprain. A ligament is a band of tough, fibrous tissue that connects two or more bones at a joint and prevents excessive movement of the joint. Ankle sprains are the most common injury in Australia and often occur during sports or recreational activities.

Approximately 1 million ankle injuries occur each year and 85 percent of these are sprains.

A strain is an injury to either a muscle or a tendon. A muscle is a tissue composed of bundles of specialized cells that, when stimulated by nerve impulses contract and produce movement. A tendon is a tough, fibrous cord of tissue that connects muscle to bone.



## INJURY THROUGH INCORRECT BOXING TECHNIQUE

BEFORE STARTING THE BELOW BOXING SESSION, YOU HAVE TO TEACH THE KIDS BASIC BOXING TECHNIQUES.

### LEARNING TO PUNCH

Boxing is a skill that must be taught. Before your students are let loose on each others' pads, they need to learn:

How to Use Pads -

How to Perform Basic Punches –

- If you ignore these 2 steps, you may lose some of your class to injuries.
- Wrist injuries are common in boxing if participants have poor form.
- Don't be rough on kids remember we are trying to make this FUN.
- If you find kids are hitting softly and have poor form, it is better to have them enjoying themselves than constantly being pulled up for poor form.

### PAD TIPS

- Exert force against the punches thrown.
- Try to catch each punch like catching a ball
- Get students to hit the pads while the pad holder pushes back with resistance. Then get the pad holders to give no resistance and get the students to understand the difference
- Hold the pads around eye level of the puncher (reduces the force they can exert)
- Hold pads close to the midline (remember the punches are supposed to be hitting someone's face/body) –If they hold the pads out too wide, there will be excess force through the wrists and shoulders
- Keep elbows bent and tucked in tight to give maximum control and force

### PUNCHING TIPS

- always Keep wrists straight
- No big wind ups, keep the guard up (will burn) at all times and throw punches from that position
- Keep on their toes and use the hips to take pressure off shoulders and to also add extra force (maybe don't show them how to get extra force)
- Explain to them that once the basics are in place, you will only be showing them the occasional new punch and combo each week.
- Explain when older kids are paired up with younger kids, they need to focus on speed not power.





## STANCE TIPS

- Get kids to practice standing in correct boxing stance
- Right-handers – Left foot and hand forward, right foot and hand back.
- Left handers – opposite
- Weight on balls of the feet and get the legs wide enough so that they feel balanced.
- This goes for the pad holders as well.
- On some punches (duck punches), let the students know that they will have to do a SHOULDER FEET stance (feet shoulder width apart).



## INJURY THROUGH POOR POSTURE FORM DURING STRENGTH EXERCISES

All School Survival Instructors are qualified personal trainers.

The 3 main Injury prevention techniques that all personal trainers use are -

- Shoulders back and down – This lock the scapula's in place and reduce the chance of shoulder, neck or back injuries. It creates a stable base from which to perform the strength exercise.
- Transverse abdomens, activated. – By teaching the students how to brace their abdominals while standing or before contracting during crunches etc, we ensure that maximum support is provided to the spine and lower back muscles.
- Knees behind feet - When performing squats or lunges, students are instructed to keep their knees behind their toes. This reduces sheering forces on the patella and patella tendon and reduces the risk of knee injury.



## SUN STROKE AND DEHYDRATION

### Sunscreen

And don't forget to include sunscreen and a hat (where possible) to reduce the chance of sunburn, which is an injury to the skin. Sun protection may also decrease the chances of malignant melanoma--a potentially deadly skin cancer--or other skin cancers that can occur later in life. It is also very important that your child has access to water or a sports drink to stay properly hydrated while playing.

### Heat and Hydration - Playing It Safe Is Cool

Playing rigorous sports in the heat requires close monitoring of both body and weather conditions. Heat injuries are always dangerous and can be fatal. Children perspire less than adults and require a higher core body temperature to trigger sweating. Heat-related illnesses include dehydration (deficit in body fluids), heat exhaustion (nausea, dizziness, weakness, headache, pale and moist skin, heavy perspiration, normal or low body temperature, weak pulse, dilated pupils, disorientation, fainting spells), and heat stroke (headache, dizziness, confusion, and hot dry skin, possibly leading to vascular collapse, coma, and death).<sup>4, 5</sup> these injuries can be prevented.

#### Playing safe in the heat is cool

- Recognize the dangers of playing in the heat.
- Respond quickly if heat-related injuries occur.
- Schedule regular fluid breaks during practice and games.
- Drinking water is the best choice; others include fruit juices and sports drinks.
- Kids need to drink 8 ounces of fluid every 20 minutes, plus more after playing.
- Make player substitutions more frequently in the heat.
- Wear light-coloured, "breathable" clothing, and wide-brimmed hats
- Use misting water sprays on the body to keep cool.

### Sports Injury and Prevention

A trainer may not be able to protect all children from all sports injuries, but the trainer may be able to reduce his/her class risk of injury by using preventive measures. If the trainer knows how important it is to know which games are more likely to cause injury than others it will go a long way to decreasing the likelihood of a child being injured.



## INJURY MANAGEMENT PROCEDURE

All trainers subcontracted to run FITKID sessions are required to have a current first aid certificate as a part of their contractual agreement and as a part of their personal training insurance.

Because of this, FITKIDS trainers will always follow the correct St Johns ambulance procedures for injury/emergency management if required.

In the event of an injury during a supervised session, the FITKIDS trainer will:

- Assess the situation
- Advise the supervisor of the injury
- Offer input into correct care procedure
- Allow the supervisor to take care of the injured student and continue to run the session with the remaining participants.
- After the session
- The FITKIDS trainer is required to fill in an incident report form (see incident report form)
- Once filled in, they must post/email/fax a copy to FITKIDS.

In the event of injury/emergency during a council or other unsupervised session the FITKIDS trainer will:

- Follow the correct St Johns ambulance First aid course procedure for injury/emergency management



## ARCHERY INJURY RISK

Archery is a super fun sport however the following precautions need to always be taken to ensure the safety of kids and surrounding area.

- When practicing archery skill kids are not allowed to collect the arrows unless trainers give them permission.
- All kids to remain behind a red coned line while practicing archery
- If permission is granted to collect arrows, ensure no one is holding a bow then kids can collect arrows.
- When shooting arrows, no child is allowed in front or near the target boards
- If a child start pretending to shoot someone or acting dangerous in any way he will need be address asap taken to the side and explained the danger is putting everyone in. Then assess weather its safe for him to come back into the game.
- All arrows used with kids have a rounded head on them, no sharp object or arrows allowed

If a child was injured during archery games, please note trainers are subcontracted to FITKID AUSTRALIA and required to have a current first aid certificate as a part of their contractual agreement and as a part of their personal training insurance.

Because of this, FITKIDS trainers will always follow the correct St Johns ambulance procedures for injury/emergency management if required.

In the event of an injury during a supervised session, the FITKIDS trainer will:

- Assess the situation
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## BUBBLE BALL INJURY RISK

Bubble Ball Games has been designed for all primary school aged kids and while taking safety and precautions as our priority we have developed a program sure to be fun and active.

All Safety Precautions will be explained and demonstrated to kids before the program begins in the following steps:

- How to enter the Bubble the safest way possible
- How to exit the bubble safely
- How to wear the Bubble with the strap on your shoulders and adjusted correctly to keep kids safe while in the bubble
- How to fall over, roll and bump into other players safely
- Older Kids will not be allowed to bump into younger kids
- No one will be allowed to bump into others while they are trying to get up or laying on the floor
- All trainers are trained to supervise for safety during the entire program

In the event of injury/emergency during a council or other supervised or unsupervised session the FITKIDS trainer will:

- Follow the correct St Johns ambulance First aid course procedure for injury/emergency management.



## WATER GAMES - Safety Precautions

All Fitkids Australia water games are extremely safe and design to keep kids active having fun while playing a variety of water games.

Throughout the program trainers will explain the rules of each game and the safety precautions the games require.

The safety precautions explained and demonstrated to kids are listed below –

- Caution while running if or when water games are played on concrete
- Don't splash anyone that doesn't want to get wet
- No throwing sponge balls hard at other kids
- Always aim shoulders or below – no head
- No squirting water in other kids' eyes
- No placing head in buckets full of water
- No throwing of buckets at other kids
- When using water squinters – no withdrawing of mud or dirt and squirting at anyone else.

In the event of injury/emergency during a council or other supervised or unsupervised session the FITKIDS trainer will:

- Follow the correct St Johns ambulance First aid course procedure for injury/emergency management.





## COVID-19 SAFTEY UPDATE

As you know, there is ongoing and growing concern about a second wave of COVID-19, also known as Coronavirus.

While none of this means we need to panic, it does mean we need to respond responsibly in line with government and medical advice and begin planning for any potential worsening of the situation. We urge you to stay vigilant.

Our trainers will not attend any site or school if they are showing signs of a runny nose, sore throat, cough, fever or difficulty breathing or have recently returned from overseas or Victoria. Washing their hands thoroughly before entering a site is essential.

### What is FITKIDS AUSTRALIA continually doing to create a safe environment?

#### Safety Plan

- Where possible, we have reduced large gathering of kids in one session. This will help reduce community transmission.
- We will limit any activities that places kids near others for extended periods such while running our sport and fitness activities.
- Our trainers and coaches who have returned from any travel, Overseas and Victoria, will be excluded from the service for 14 days, and will require medical clearance before returning.
- Our Trainers displaying any symptoms of Coronavirus, will be directed to self-isolate and will require medical clearance before returning to work and being reinstated to service.





- Coaches and trainers who may have been exposed to a case of COVID-19 will be removed from services and directed to their nearest testing center.
- Our Coaches & Trainers have been advised to wipe down all the equipment used at the end of each day during the school holidays.
- **What are the next steps?**

We are keeping a close eye on regular updates from the government and will advise services if we need to alter any changes to their bookings.
- We will be continuing to monitor the information provided by the government to ensure the best response in keeping people safe and infection free.
- We need to acknowledge that at some point, some of the bookings may need to be cancelled depending on any updates we have from our trainers or government updates. We are continually working on contingency planning to reduce the impact on our clients.
- We will keep you informed and provide as much lead-time possible if this is looking likely.