

**The Rotary Clubs of
District 9630 & 9600**

RYDA Program Risk Assessment

January 2011 to July 2011

**Sleeman Sports Complex,
Old Cleveland & Tilley Roads Chandler**

Important Note:

The Risk Assessment and background information has been developed after reference to Rotary District 9630 Risk Management Checklist and Education Queensland Guidelines on Excursions. School personnel making risk assessments as part of their excursion planning should note that neither RYDA nor the venue can make risk assessments for, or on their behalf. Schools must make their own risk assessment.

PROGRAM –

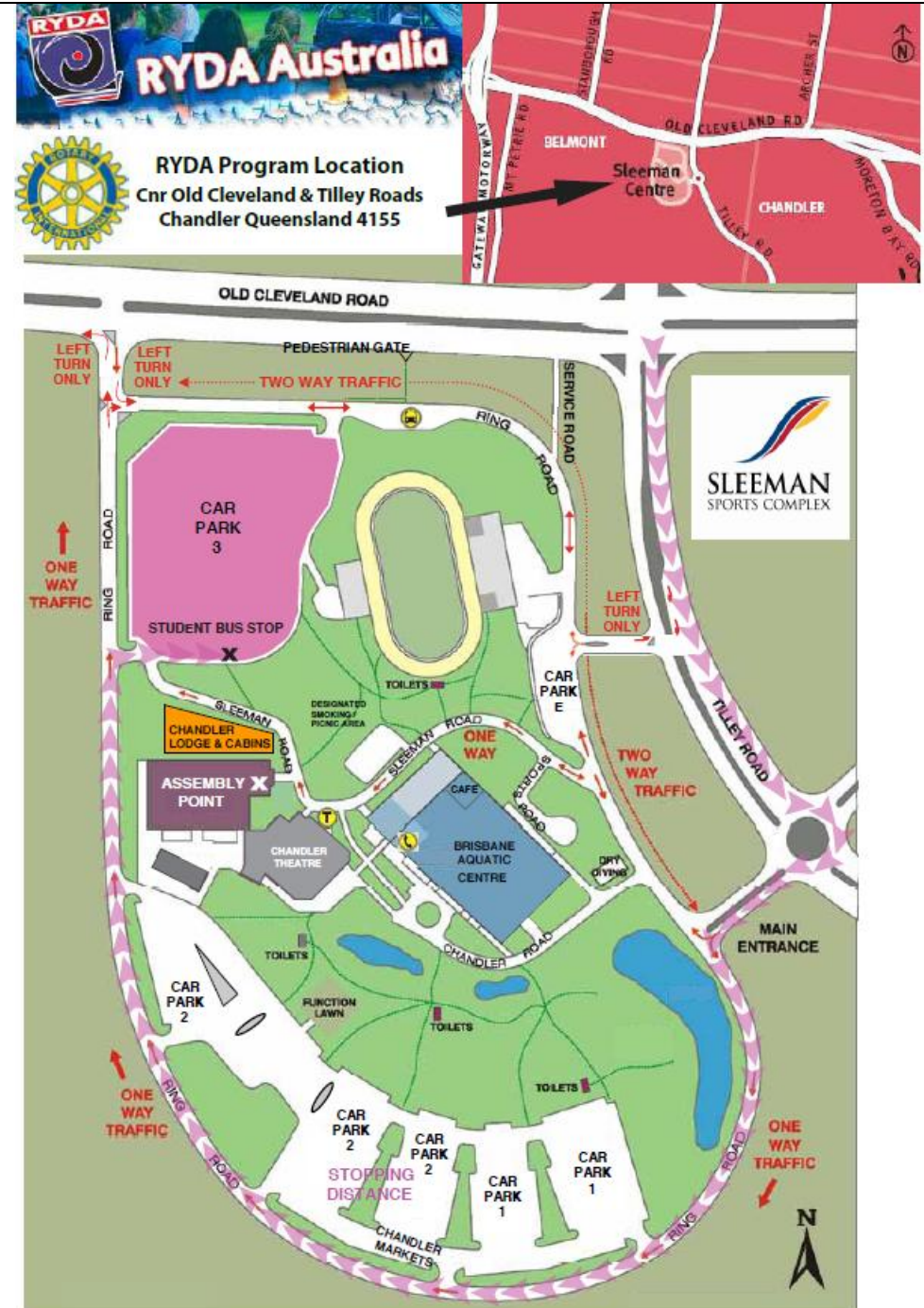
RYDA is a road safety education program for Year 11 students that are held at an out of school venue over one day. It comprises six presentations - five presentations occur in the class room environment and one presentation occurs on and alongside a section of roadway.

The RYDA Program is delivered by local road safety professional and local topic experts but is facilitated by the Rotary Clubs of District 9630 and overseen by RYDA Australia Limited.

VENUE –

The location is the Sleeman Sports Centre cnr Old Cleveland Rd and Tilley Rd Chandler (See Attached Map)

Extensive parking is available within Car Park D with a safe dedicated area for drop-off and collection of student. Facilities include pedestrian access, dedicated meeting areas and toilets. For the practical demonstration of vehicle stopping distances, the venue has a paved level roadway approximately 300 metres in length with a covered viewing area behind barriers for students.



Procedure	Potential Hazards	Safety Controls
<p>TRANSPORT Bus or other transport to and from the venue is arranged by the school.</p>	<p>Medium level Risk</p> <ul style="list-style-type: none"> • Vehicle Collision • Pedestrian Injury 	<ul style="list-style-type: none"> • Transport safety controls are not under the influence of RYDA. They are provided by the bus company or others providing the service and by the school marshalling the students
<p>ARRIVAL Upon arrival buses park. When the students alight they are escorted to an assembly point immediately adjacent to Chandler Arena</p>	<p>Low level risk</p> <ul style="list-style-type: none"> • Pedestrian and Vehicle collision • Access by steps 	<ul style="list-style-type: none"> • Students are quickly marshalled after alighting from the buses
<p>COMMENCEMENT After assembly the students are escorted by a leader and teacher to the location of the presentations.</p>	<p>Low level risk</p> <ul style="list-style-type: none"> • Minor injury from stumbling etc in an unfamiliar environment. 	<ul style="list-style-type: none"> • Students are escorted to class at walking pace • All identified temporary hazards will be marked or barricaded as required. Leaders will indicate any hazards
<p>CLASSROOM PRESENTATIONS The class room presentations are a series of interactive and lecture style presentations. There are two presentations that deal directly with the consequences of crashes. In the presentation given by the police there is a video presentation about a fatal crash. In the presentation titled “Crashes Do Happen” there is a presentation from people who have been injured in a car crash.</p>	<p>Low level risk</p> <ul style="list-style-type: none"> • Minor injury from stumbling etc in an unfamiliar environment when changing rooms • Possibility of emotional reaction to presentations especially by students who have been traumatised in a road incident. • Stair hazard inside the Theatre 	<ul style="list-style-type: none"> • Students are escorted between presentations at walking pace • All identified temporary hazards will be marked or barricaded as required. Escorts will indicate any known hazards • Students are encouraged to leave the room if they find a presentation distressing. • Teachers and volunteers to supervise and restrict access to the steps

Procedure	Potential Hazards	Safety Controls
<p>EXTERNAL PRESENTATION The external presentation is a practical demonstration of safe stopping distances. The presentation is undertaken on and beside the paved roadway. Students are escorted to an assembly point adjacent to the paved roadway where they are presented to by professional road safety instructors. The presentation involves students setting out stopping locations on the track. A number of students are then taken in a vehicle to demonstrate the stopping distances. Those who are observing or waiting to participate are marshalled beside the track behind a safety barrier.</p>	<p>Medium level risk</p> <ul style="list-style-type: none"> • Vehicle collision off the track • Entry of people onto track • Strain or injury from travelling in a vehicle subject to a hard breaking stop. • Minor injury from stumbling etc in an unfamiliar environment when changing locations • Sun burn • Walking to Stopping Distance presentation across roadway and car parks 	<ul style="list-style-type: none"> • The paved roadway is separated from the students by road control barriers. Supervisors will ensure that no pedestrians or other vehicles will be on the track at the time of the demonstration. • Students are escorted between presentations at walking pace. All identified temporary hazards will be marked or barricaded as required. Escorts will indicate any known hazards. • Vehicles used in the demonstration are road registered and kept in good repair and will not be driven above 80 KPH. Driver of the vehicle is a qualified driving instructor experienced in the demonstration. • Any student with an existing strain or injury is encouraged not to ride in the vehicle. • Students must travel in vehicle with seat belts fastened, windows wound up, doors locked and with feet flat on the floor. • Non participant students are kept on a viewing area behind safety barriers. • A shaded area is provided for students during demonstrations • Students to be supervised
<p>DEPARTURE</p>	<p>Low level risk</p> <ul style="list-style-type: none"> • Pedestrian and Vehicle collision • Minor injury from stumbling etc in an unfamiliar environment. • Access by steps 	<ul style="list-style-type: none"> • Students are marshalled at walking pace to the busses. • All identified temporary hazards will be marked or barricaded as required. • Leaders will indicate any known hazards.

Additional Information

MORNING TEA AND LUNCH	Students are to supply their own morning tea and lunch.
TOILETS	The toilets are cleaned regularly and there are separate male and female facilities.
FIRE AND EMERGENCY EVACUATION	The assembly point for emergency evacuations is the concrete area in front of The Arena.
FIRST AID	It is the school's responsibility to provide a first aid kit and a current Senior First Aid Certificate holder.
TEACHER SUPERVISION	Student discipline is the school responsibility. Teachers should maintain direct supervision of all students during their participation in the RYDA program. Schools should make sure enough teachers escort the students to allow for supervision as required by School policy and procedures on excursions.
WORKING WITH CHILDREN CHECKS	Students should at all times be supervised by teachers.
PUBLIC LIABILITY INSURANCE	Rotary Clubs involved in implementing the RYDA Program at the venue hold a Certificate of Currency with Public Liability Insurance to a limit of \$30,000,000.
PERSONAL BELONGINGS AND LOST PROPERTY	Students are responsible for their belongings and should only bring what is required including morning tea and lunch.
STUDENT CODE OF CONDUCT	<p>Student should be aware that there maybe other schools and members of the public at the venue on the day of their participation. As such teachers are to outline the following student code of conduct and monitor student behaviour on the day.</p> <p>Students should:</p> <ul style="list-style-type: none"> • Behave in a courteous and responsible manner at all times • Do not run when in the venue • Do not engage in loud and boisterous behaviour at breaks or between presentations • Keep the venue tidy and throw all rubbish in the bins provided.