

Risk Assessment Document: School Water Safety Programs

Location: Broadmeadows Aquatic and Leisure Centre
 Splash Aqua Park and Leisure Centre
 Sunbury Aquatic and Leisure Centre

Date of Assessment: 1 October 2025

Program: School Water Safety and Swim Lesson Programs

Hazard Identification and Risk Controls

Hazard Description	Potential Harm	Current Risk Controls	Implementation Method
Drowning	Serious injury or fatality	<ul style="list-style-type: none"> - Supervision ratios as per GSPO guidelines - Depth and activity/lesson location considered - Student Ability/Medical forms reviewed prior to program - Allocation of swim groups based on ability and experience 	<ul style="list-style-type: none"> - Staff trained in GSPO standards - Pre-program review of medical/ability forms - Grouping done during planning phase - Lifeguards and instructors briefed before sessions
First Aid Injuries	Minor to serious physical injuries	<ul style="list-style-type: none"> - Childsafe standards followed - First aid kits available - Staff trained in level 2 first aid - Internal incident reports will be completed, these remain confidential to the Centre 	<ul style="list-style-type: none"> - Regular safety checks - Staff induction includes first aid procedures - Emergency response plan communicated to all staff
Separation from Group	Emotional distress, increased risk of injury	<ul style="list-style-type: none"> - Supervision ratios maintained - Teachers/volunteers accompany students to restrooms - Clear group management protocols 	<ul style="list-style-type: none"> - Staff briefed on supervision responsibilities - Sign-in/out procedures for restroom use - Buddy system encouraged

Inappropriate Interaction with Children	Emotional or physical harm	<ul style="list-style-type: none"> - Department of Education adventure activity guidelines followed - Private changerooms and seating for school bookings - Only authorised photographers allowed (school staff to wear high Viz, vests provided if required) - Teachers/volunteers accompany children in public areas 	<ul style="list-style-type: none"> - Staff and volunteers screened and briefed - Clear signage and access control - Teachers issued vests and informed of photo policy - Restroom supervision protocols enforced
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Additional Notes

- School Entrance Use: Where possible, schools use designated entrances to reduce interaction with the general public.
- Communication: All safety protocols are communicated to schools prior to program commencement.
- Documentation: All student medical and ability forms are securely stored and reviewed by program staff.