

Successfully & Safely Planning your Club Activities

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Workshop Outcomes

- Know where to seek H & S info for your Club
- Have opportunity to resolve any questions
- Have enough knowledge to complete /revise Code of Practice
- Understand Risk Assessment and Dynamic Risk Assessment

Duty of Care - Officers

- Ensure in so far as is reasonably practicable that activities undertaken in safe manner
- Do not cause injury/ illness through negligence
- Comply with 'duty of care' by preplanning
- Clubs & Socs 'Code of Safe Practice Template' provides a framework for planning – and a written record of club / soc risk management. Must be communicated!
- Ensure all accidents/incidents are reported to DCU Health and Safety in a timely manner.

High Risk Vs Mainstream

- Higher risk of injury? *due to the nature of the sport / activity, or the environment where practised or dependence on safety critical equipment and/or competent leaders*
- Mainstream? *No special risk or where contact & exertion inherent & accepted by participants.*



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Mainstream Sports		High Risk Sports
Archery	Hockey (m & f)	Archery
Athletics	Hurling	Canoe
Badminton	Judo	Caving
Basketball (m & f)	Mixed Martial Arts	Hiking
Boxing	Rugby (m & f)	Rock Climbing
Camogie	Soccer (m & f)	Rowing
Cycling	Swimming and Waterpolo	Surf n Sail
Cricket	Table Tennis	Sub Aqua
Fencing	Tennis	Snow Boarding
Gaelic Football (m & f)	Ultimate Frisbee	
Golf	Volleyball	
Gymnastics & Trampolining	Weightlifting	
GAA Handball		

What to Do?

Mainstream	Higher Risk
Complete Code	Complete Code
Adhere to NGB Rules/Guidelines (if any)	Complete Standard Operating Procedure
If contact sport what refereeing and first aid arrangements do you have in place?	Adherence to NGB Guidelines (Critical Instructor ratios etc)
Risk Assessment	Detail on how rules implemented Detail on how eqpt maintained Detail First Aid arrangements
Trip Planning Required	Risk Assessment
Emergency Plan Needed	Trip Planning Required
	Emergency Plan Needed



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Proactive Vs Reactive

Which do you want to be?

How to be proactive?

- Complete Safe Code of Practice
- Complete comprehensive Risk Assessment
- Communicate contents to all members
- Plan events effectively
- Dynamic Risk Assessments

A Hazard is a potential source of harm or adverse health effect on a person or persons

Risk is the likelihood that a person may be harmed or suffers adverse health effects if exposed to a hazard.

$\text{Risk} = \text{Likelihood} \times \text{Severity}$

Contents of Mainstream Club RA

Non exhaustive list of hazards to be assessed:

- Player conduct
- Beginner players
- Injuries associated with the activity
- Inappropriate Kit
- Inappropriate Equipment
- Inadequate training
- Inadequate coaching qualifications
- First Aid Plans/Kit
- Medical Emergencies
- Anti Social Behaviour
- Alcohol/Drugs
- Unsuitable location/pitch/court
- Unsuitable conditions (weather)
- Player registration/insurance
- Travelling to away games
- Hosting home games
- Fund raising/social activities
- Fire Safety
- Minimum number for safe participation



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Dynamic Risk Assessment – on the day / by the hour!



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P	Previous Knowledge Ground conditions (wet / dry / frozen / flooded / landslide etc) Wind / storm etc (could wind etc have caused damage – powerlines, trees etc) River/Sea conditions (Flood, abnormally low etc)
L	Local knowledge Particularly dangerous river sections/ walk sections / cliffs / areas / local weather conditions
O	Observation What is currently happening? – raining/snowing/ thunder clouds/ hot sun. Remain alert for changing conditions – be prepared to change plans/curtail activities based on changing conditions
W	Weather Forecast Get area specific forecast – usually v accurate – weather may arrive a little earlier/late than forecast.
D	Doubt IF IN DOUBT- DON'T GO OUT! – have a BACK UP Plan (even if it is only card games in the local club/pub!

Case Study 1

- Aisling O'Connor, Age 21. UL Kayak Club
- Kayak capsized in swollen river near Killarney
- Yellow rain warning in place
- Group encountered overhanging trees. 2 capsized.
- One person was trapped upside down in their kayak
- Person was rescued and needed resuscitation
- Simultaneously Aisling got trapped against branch.
- She became unconscious due to cold.
- Freed after 20 minutes.
- No vital signs. Passed away 2 days after incident.

2.4.2 Emergency Response (from various sources)

- 14.20 First Casualty observed under water in kayak (approximate time).
- 14.25 Call made to NEOC Limerick Ambulance service who tasked the IRCG and fire services.
- 14.39 Killorglin Fire Service tasked and responding.
- 14.51 Killorglin Fire Service Unit J1 at Blackstones Bridge rerouted to Glencar House.
- 14.53 Unit J1 at Glencar House met with Gardai in attendance.
- 14.57 Unit J1 assisting in resuscitation of first Casualty (**Casualty No.1 in this report**).
- 15.01 Killorglin Fire Service Unit KY19 A1 at Glencar House.
- 15.02 HSE ambulance at Glencar House.
- 15.04 Air Ambulance at Glencar House.
- 15.06 Emergency services informed of second Casualty at scene (**Casualty No.2 in this report**).
- 15.15 Kayakers & Fire service administering Cardiopulmonary Resuscitation (CPR) on second Casualty.
- 15.17(E) Air Ambulance paramedics attending to second Casualty.
- 15.20 Iveragh CGU on scene.
- 15.58 First Casualty transferring to hospital via ambulance.
- 16.24 Second Casualty being transferred to hospital via air ambulance.



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**Extract from
Marine
Casualty
Investigation
Board report:**

6. SAFETY RECOMMENDATIONS

Recommendations to University of Limerick Kayak Club

- 6.1 That University of Limerick Kayak Club should immediately review its procedures and assessments prior to embarking on group river activities with respect to:
- River grades.
 - Dynamic and pro-active risk assessment.
 - Control measures for large groups of kayakers.
 - Alignment and observance of Canoeing Ireland recommendations, advice and competency standards.
 - Instructor courses.
 - Kayaker protective clothing in inclement weather conditions.
- 6.2 That University of Limerick Kayak Club should immediately audit its procedures and in particular the adherence to Canoeing Ireland standards with regard to Instructors and the skills sets mix and that it ensures there is no inconsistency with the broader principles of the Code of Practice.
- 6.3 That University of Limerick Kayak Club should suspend its activities until its safety regime is audited to a standard acceptable to Canoeing Ireland.
- 6.4 That University of Limerick Kayak Club should comply with the procedures applicable to the reporting of incidents to University of Limerick.



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Kayaking

Level 1 Instructor	Qualified to lead and teach groups of kayakers on flat water within close proximity of their launch point.	Can assess for Level 1 Skills Awards.	Instruct on flat water with a ratio of 1:6. Instructors and participants must stay within 300 metres of launch site
Level 2 Instructor	Qualified to lead and teach on flat water journeys on inland and sheltered waters that remain close to bank/shore.	Can train and assess for Level 1 and 2 Skills Awards.	Instruct on flat water with a ratio of 1:6. Journeying on flat water allowed.
Level 3 Instructor	Qualified to lead and teach groups on Grade II rivers.	Can train and assess for Level 1 – 3 Skills Awards.	Instruct on flat water with a ratio of 1:8. Instruct on Grade II rivers with a ratio of 1:6.
Level 4 Instructor	Qualified to lead and teach groups on Grade 3 and advanced white water	Can train and assess for Level 1 – 4 Skills Awards.	Operate within any of the ratios above. Instruct on water above Grade II with a ratio of 1:4.
Level 5 Instructor	Qualified to lead and teach groups on Grade IV and above white water. As well as in advanced conditions	Can train and assess for Level 1 – 5 Skills Awards.	Operate within any of the ratios above. Instruct on water above Grade 3 with a ratio of 1:4.

Case Study 2 – Drama Trip 2014

- Drama Soc Trip to London
- Group staying in Hostel. Went to nightclub.
- No central organisation of taxis
- Several of the participants observed to be very drunk.
- At the end of the night everyone headed for taxis. No headcount.
- No set beds, people drifted between rooms and slept wherever was convenient. One bed was noted to be empty.
- Student was missed but someone thought they had seen them that morning



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- However he missed show they were all due to attend later that day. Alarm was beginning to be raised.
- Student parents rang group leader - very distressing call.
- Search started at 7am the next morning.

Outcome

- Trip planning including buddy systems, responsible persons, plan for emergency
- Compulsory Safezone group and everyone has the app



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Health and Safety

[Home](#) [Report an Incident](#) [Guidance](#) [Training](#) [Safety Statement and Risk Assessment](#) [Fire Safety](#) [Contact Us](#)



Report an Accident/Incident/Safety Concern

[Report an Accident/Incident/Near Miss](#)

[Report a Safety Concern](#)

The online form incident/accident/near miss form should be used to report the following:

- Health and Safety hazards which could pose a risk to a persons health and safety, including work practices.
- Health and Safety hazards which could pose a risk to the environment.
- Health and Safety incidents such as work related injury, illness or near misses to staff, students, contractors or visitors.

Safety Quicklinks

[Report an Incident](#)

[Report a Safety Concern](#)

[Workstation Self
Assessment](#)

[Pregnancy Risk
Assessment](#)

Safezone App

**Mandatory for all trips
off Campus**

- Check in
- Push texts
- Geo Locator
- Emergency Alerts





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Thanks and have fun!!