

MASTERS SWIMMING QUEENSLAND

Risk Assessment for (Insert Name)

**INSERT DATE AND DAY
Sanction #**

PLEASE NOTE: Risk Assessment should be conducted and the sign off sheet should be provided 1 month prior to meet.

NOTE: On the day of the Meet, Section D needs to be completed and the form must be sent back.

RISK ASSESSMENT GUIDANCE

SCORING MECHANISM

1. Potential Severity Rating (PSR)

Degree of Injury	PSR	
Negligible injury	1	<ul style="list-style-type: none"> The PSR is a simple grading system for hazards, i.e. if the hazard were to result in injury, what would be the expected severity of that injury. The PSR scores are given in each element. However, this can be adjusted up or down in the light of specific circumstances on site.
Minor injuries (single or repetitive)	2	
Major injuries	3	
Fatal injuries	4	
Multiple fatalities	5	
Catastrophic fatalities	6	

2. Probable Likelihood Rating (PLR)

Likelihood of Occurrence	Explanatory Guidance	PLR	
Highly improbable	Arrangements appear acceptable	1	The likelihood that a hazard will result in injury is determined by assessing the approach, deployment and results of the organisation's safety arrangements. The more inadequate the arrangements or the deployment of those arrangements, the greater the likelihood of injury occurring.
Remotely possible	Minor areas for improvement identified	2	
Occasionally	Significant areas for improvement identified	3	
Fairly frequently	Major inadequacies in arrangements	4	
Frequent or regular	Grossly inadequate controls	5	
Almost a certainty	Wholesale absence of safeguards	6	

3. Risk Rating Number (PSR and PLR)

From examination of the various hazards and the adequacy of the arrangements, the assessor will have a number of findings. Using the PLR table each finding will have a score as to the probability of occurrence. When this score is then multiplied by the individual PSR, a third number is arrived at; this is called the Risk Rating Number (RRN).

Risk Rating Number (RRN) = Probable Likelihood Rating (PLR) + Potential Severity Rating (PSR)






A score over 9 needs urgent attention and action to reduce or eliminate risk.

RISK RATING NUMBER CHART

Risk Rating = Likelihood x Severity

Potential Severity Rating (PSR)	Risk Rating					
	1	2	3	4	5	6
Catastrophic fatalities	6	12	18	24	30	36
Multiple fatalities	5	10	15	20	25	30
Fatal injuries	4	8	12	16	20	24
Major injuries	3	6	9	12	15	18
Minor injuries (single or repetitive)	2	4	6	8	10	12
Negligible injury	1	2	3	4	5	6
	1	2	3	4	5	6
	Highly improbable	Remotely possible	Occasionally frequently	Fairly frequently regular	Frequent or regular	Almost a certainty

Probable Likelihood Rating (PLR)

STOP		Catastrophic
URGENT ACTION		Unacceptable
ACTION		Undesirable
MONITOR		Acceptable
NO ACTION		Desirable

A. Pool Concourse					
Hazard	Guidance Notes	Findings	Risk Score	Risk Score	Risk Rating
			PSR	PLR	PSR + PLR
1	Access to pool concourse from changing rooms located close to water deeper than 1.2m	Are barriers in place?			
		Is access adequately restricted? Risk of non-swimmers jumping into deep water.			
2	Routes within the pool concourse to any water features require swimmers to pass or queue near deep water	Risk of jumping, falling or being pushed into deep water.			
3	Narrow pool surrounds (i.e. less than 2m) cause congestion and restrict access. For small pools, this may be less than 1.5m	Check risk at busy periods.			
		Do features/stored equipment (equipment not in use) obstruct access?			
		Is there congestion? Risk of falling, tripping etc.			
4	Changes in floor level, e.g. steps, ramps, footbaths, upstands (to contain shower or hosing-down water)	Risk of trips or slips.			
		Is hazard visible?			
		Is floor in poor condition/supply?			

5	Spectator seating	Poor maintenance.				
		Inadequate handrails.				
6	Lighting and ceiling	Poor illumination levels.				
		Poor maintenance of units.				
7	Poor placement of water depth signs.	Visible and pictorial where applicable.				
		Users with visual impairment?				
		Are signs clear and readable?				
		Are they metric?				
8	Sharp or raised edges, e.g. uneven tiling, drainage gullies/channels	Risk of cut feet from tiling, uneven paving movement? Joint flush?				
		Drainage gully edges sharp?				
9	Pool water quality and chemical composition	Water quality regularly checked and recorded				

B. Pool/Competition Equipment					
Hazard	Guidance Notes	Findings	Risk Score	Risk Score	Risk Rating
			PSR	PLR	PSR + PLR
1	Diving Blocks	Pool depth suitability for use of blocks. As per FINA rule 2-3 – <i>“Depth - A minimum depth of 1.35 metres, extending from 1.0 metre to at least 6.0 metres from the end wall is required for pools with starting blocks. A minimum depth of 1.0 metre is required elsewhere”.</i>			
		Stability			
		Non slip surface on blocks and their access (eg Bulkheads)			
		Height of Diving Block surface above the water surface (0.75m max permitted)			
2	Lane Ropes	Condition - any broken / missing			
		Storage of any excess lane ropes / reels - out of routes of swimmers			
3	Ladders /Steps	Access on both side of the pool			
		Condition			
		With appropriate handrails			

C. Emergency Action Plan

Hazard	Guidance Notes	Findings	Risk Score	Risk Score	Risk Rating
			PSR	PLR	PSR + PLR
1	Areas of the pool concourse to which access is difficult, e.g. high freeboards, 'islands' in leisure waters, or pool surround areas that are cut off by physical barriers such as waterslides, planting or guard rails	May cause delay in treating an injured person. Are there areas difficult to access or land a casualty?			
2	Inadequate and/or badly positioned first aid facilities and access for emergency vehicles	Check position in relation to pool and stretcher access.			

D. Final Safety Check (on Swim Meet Day)

Hazard	Guidance Notes	Findings	Risk Score	Risk Score	Risk Rating
			PSR	PLR	PSR + PLR
1.	Safety Officer familiar with MSA Safety Policies and Procedures				
2.	Provision of sun protection and sunscreen.				
3.	Provision of water station				
4.	Exposed pegs, ropes, cords from temporary shelters & equipment				

5.	Adequate warm up supervision					
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Key Findings and Recommendations:

Risk Assessment conducted by	Date & Time
Club:	Club Code:

Note: The Risk Assessment Sheet needs to be sent back to the Administrator immediately after the meet.
 This ensures that a final check has been made and that any concerns have been addressed.