



**ACT**  
Government

Education and Training

## **Swimming Pool and Water Park Based Aquatic Activities**

### **Medical Information and Consent Form**

Dear Parents and Carers,

I am attaching a Swimming Pool and Water Park Based Aquatic Activities Medical Information and Consent Form and request that you complete and return it to the school as soon as possible.

The information you are requested to give on the attached form will be used to record the student's medical, accident and other details. The contents and use of this form meet the requirements of the *Privacy Act 1998 (Cwth)* and will be treated as confidential. This information will be made available to government or private medical or paramedical staff and other relevant officers in the event of an accident or emergency.

You have the right to keep certain medical information private, provided that the omitted information will not affect the provision of appropriate medical care. You are also entitled to check the record processed from the information you have provided, and to correct any inaccuracies.

To ensure that the information on this form is accurate and current, you are requested to advise the school immediately of any changes that should also be reflected on the General Medical Information and Consent form kept at the school and arrange to update the form.

#### **Management of Medical Conditions**

The Directorate is committed to providing a safe and healthy environment for students. While school staff have a duty of care to students to provide first aid assistance when required, parents will be aware that schools cannot be responsible for the general management of medical conditions.

In special circumstances, staff may be able to assist with the administration of medication. In these cases, Directorate policies require Principals to ensure that a comprehensive written authority is obtained from the student's parents and also seek from them a written statement from the student's doctor authorising a member of staff to administer the prescribed medication.

#### **First Aid Plans for Anaphylaxis, Asthma, Diabetes and Epilepsy**

You are asked to indicate on the attached Excursion Medical Information and Consent form if the student suffers from any of these conditions. For students who are known sufferers of asthma, anaphylaxis, diabetes, or epilepsy, Emergency Treatment Plans must be completed, signed by both parents/carers and the student's doctor and provided to the school. Proformas for these plans are available at the school's front office. In the absence of a written and signed Emergency Treatment Plan, only standard first aid can be given in an emergency.

#### **Emergency Treatment of an Asthma Attack**

*Please read this section carefully and seek clarification from your family doctor if necessary.* These plans will be followed where students require first aid treatment for their condition. If the student should suddenly collapse at school and/or have difficulty in breathing, as with all medical

emergencies, professional help will be sought immediately.

Where indicated, a bronchodilator inhaler device ("puffer") will be administered while awaiting medical assistance, whether or not the student is known to have a pre-existing asthma or other health problems. This treatment could be life saving and ACT Health (Department of Thoracic Medicine, The Canberra Hospital) advises that bronchodilator inhalers are safe and are accepted as a first line therapy to be used in the emergency procedures for asthma.

#### **Anaphylaxis – Administration of Adrenaline by EpiPen or Similar Device**

If your child suffers from anaphylaxis, you should obtain a written Anaphylaxis Treatment Plan signed by your doctor and yourself as parent or carer. In the absence of a written and signed Anaphylaxis Treatment Plan, only standard First Aid can be given in an emergency and staff will be unable to administer adrenaline. If your child is given adrenaline to treat an isolated anaphylaxis attack, it can help the anaphylaxis and is unlikely to cause any significant side effects.

#### **Medical Services for Students attending ACT Government Schools**

ACT Health advises that the following arrangements apply to students in ACT public schools involved in school accidents requiring ambulance transportation and/or treatment in accident and emergency sections of either public hospital in the ACT.

#### **Ambulance Transportation**

Students injured while under supervision at school or in a school-related situation are transported free of charge to the emergency section of either public hospital in the ACT. Parents and carers of students who participate in excursions and other school trips outside the ACT should note that free ambulance transportation only applies in the ACT. Free ambulance cover does not apply to students in the Jervis Bay area of the ACT.

Parents and carers are reminded to check their health cover for ambulance transportation outside the ACT.

#### **Casualty Treatment**

1. Under the Medicare arrangements no charges are raised for services provided at the accident and emergency sections of ACT public hospitals.
2. If a student is subsequently admitted to hospital after receiving treatment in the accident or emergency section, s/he will be automatically classified as a Medicare patient and no charge will be raised.
3. If you elect to have the student treated by a doctor of your choice, a hospital charge will apply. The doctor may also charge for their services. You are advised to have medical insurance if you wish to choose this option.

Your cooperation in completing and returning the attached form promptly would be appreciated.

Yours faithfully

School Principal

Date:    /    /



**ACT**  
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Education and Training

**Swimming Pool and Water Park Based  
Aquatic Activities**

**Medical Information and Consent Form**

This form is intended to be used to assist the school in the case of any medical treatment required or medical emergency involving a student on an excursion to a swimming pool and water park based aquatic event.

A copy of each student's form must be taken on the excursion.

The Directorate collects the information contained in this form to provide or arrange first aid and other medical treatments for students. The information collected will be held at your child's school and will be made available to staff of the school and to medical or paramedical staff in the case of an accident or emergency. The information contained in the form is personal information and it will be stored, used and disclosed in accordance with the requirements of the *Privacy Act 1998 (Cwth)*. Parents note that in the absence of a specific Plan standard First Aid will be administered.

Student's Surname/Family name: \_\_\_\_\_ Given/preferred name: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Sex:  M  F

School: \_\_\_\_\_ School Year: \_\_\_\_\_ Camp/Excursion: \_\_\_\_\_

Parent/Carer: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Telephone Nos - Business Hours: \_\_\_\_\_

After Hours: \_\_\_\_\_ Mobile: \_\_\_\_\_

Other Contact for Emergency: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Name of Student's Doctor: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Medicare No: \_\_\_\_\_ Private Health Fund: \_\_\_\_\_ Membership Number \_\_\_\_\_

Ambulance Fund: **Note:** Parents are responsible for ambulance costs outside the ACT.

Please tick if your child suffers any of the following:

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Anaphylaxis * | <input type="checkbox"/> Allergies      | <input type="checkbox"/> Fits or Blackouts | <input type="checkbox"/> Nose bleeds            |
| <input type="checkbox"/> Asthma *      | <input type="checkbox"/> Blood pressure | <input type="checkbox"/> Hay fever         | <input type="checkbox"/> Reaction to drugs      |
| <input type="checkbox"/> Diabetes *    | <input type="checkbox"/> Eczema         | <input type="checkbox"/> Headaches         | <input type="checkbox"/> Sight/hearing problems |
| <input type="checkbox"/> Epilepsy *    | <input type="checkbox"/> Fainting       | <input type="checkbox"/> Heart condition   | <input type="checkbox"/> Sun screen sensitivity |
| <input type="checkbox"/> Other: _____  |   |  |   |

Describe what happens for any of the conditions ticked above

If you have ticked any of the boxes above, does your child require specific first aid treatment (that is, specific instructions provided by your child's doctor) in addition to standard first aid treatment?

Yes  No

If Yes, a *General First Aid Plan* is to be completed and provided to the school along with specific instructions provided by doctor. This form is available from the school.

**Note:** For anaphylaxis\*, asthma\*, diabetes\* or epilepsy\* conditions, please ask the school for the appropriate First Aid Plan for completion. In the absence of a specific First Aid Plan, standard first aid will be given in an emergency.

Date of last tetanus injection: \_\_\_/\_\_\_/\_\_\_

Has the student suffered from any acute illness or injury or been treated by a medical practitioner for an illness or injury during the last four weeks? Yes  No

If YES, please state nature of illness/injury and obtain a report from the doctor that the student is fit to undertake the camp/excursion \_\_\_\_\_

Is the student presently taking any medication? Yes  No

If Yes, please state name of medication, dosage, etc: \_\_\_\_\_

**NB. If this information should be reflected on the General Medical Information and Consent form kept at the school, please inform the school of the changes and arrange to update the form.**

Parents must give written permission and directions for the administration of any medication taken during the excursion.

The teacher in charge must be informed about the management of any medication prior to leaving on an excursion. Arrangements need to be agreed on the transport, storage and administration of medication. In all cases medication must be labelled with the student's name, dosage and frequency

I consent to my child receiving paracetamol for temporary pain relief. Yes  No   
of administration.

Are you aware of any physical or psychological limitations of your child? Please give details.

Is there any other information which you believe may help us to provide the best possible care?

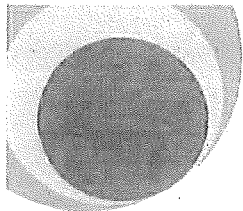
**Consent to medical attention.** In the case of my child requiring medical treatment or in the case of a medical emergency, I/we consent to the school providing first aid or treatment as outlined in a specific First Aid Plan and I/we further authorise the school, where it is impracticable to communicate with me/us, to arrange for him/her to receive such medical or surgical treatment as may be deemed necessary. I/we also undertake to pay any costs which may be incurred for the medical treatment, ambulance transport and drugs.

Signed (Parent/Carer): ..... Date: \_\_\_/\_\_\_/\_\_\_

Signed (Parent/Carer): ..... Date: \_\_\_/\_\_\_/\_\_\_

*This form is intended to be used to assist the school in the case of any medical treatment required or medical emergency involving a student whilst on the excursion.*

*Schools will always call an ambulance if your child's medical condition requires emergency medical assistance*

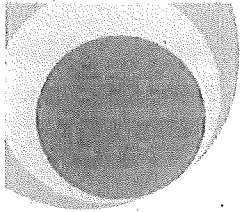


# Translations of letter for permission for swimming and aquatic activities

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

## ARABIC

| خطار موافقة الأنشطة المائية المنظمة   |  |
|---|--|
| فيما يتعلق بالأنشطة المائية المنظمة المقترحة (يرجى وضع دائرة على أحد الخيارين التاليين):  |  |
| <p>اسمح لولدي بالنزول في الماء<br/>لا أسمح لولدي بالنزول في الماء</p>   |  |
| توقيع الوالد أو مقدم الرعاية  |  |
| .....   |  |
| <p>اسمح لولدي بالنزول في الماء (يرجى وضع دائرة على أحد الخيارين التاليين):</p> <p>غير قادر على السباحة: ولدي لا يستطيع السباحة</p> <p>ضعيف في السباحة: ولدي يستطيع السباحة بشكل مريح واثق في المياه الضحلة قليلة العمق ولكنه لا يستطيع السباحة بشكل جيد</p> <p>يستطيع السباحة بشكل معتدل: ولدي يستطيع السباحة بشكل معقول ولكنه لا يستطيع السباحة بشكل قوي أو واثق في المياه العميقة</p> <p>يستطيع السباحة بشكل قوي: ولدي يستطيع السباحة بشكل قوي واثق في المياه العميقة</p> |  |
| توقيع الوالد أو مقدم الرعاية  |  |
| .....   |  |



Swimming Pool and Water Park Based Aquatic Activities  
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### CHINESE

许可通知:自由水上活动

自由水上活动是在庆祝日或发奖日和学校竞赛日进行的自由游泳活动。

自由 - 水上活动 - 回答

在以下两项中, 请用画圈方式明确选择其中一项回答:

我允许我的孩子下水

我不允许我的孩子下水

如果您允许您的孩子下水 (请画圈选择下面一项回答):

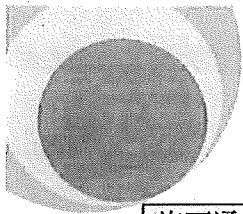
我的孩子会游泳\*

我的孩子不会游泳\*

.....

父母/监护人签名

(\*请注意: 不会游泳的孩子只允许在浅水(齐腰)区内活动。会游泳的孩子允许进入深水区)



Swimming Pool and Water Park Based Aquatic Activities  
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许可通知：有组织的水上活动

有关提议中的有组织的水上活动(请画圈选择下面一项回答)：

我允许我的孩子下水

我不允许我的孩子下水

.....

父母/监护人签名

.....  
.....

我允许我的孩子下水(请画圈选择下面回答)：

完全不会游泳：我的孩子完全不会游泳

不大会游泳：我的孩子可以在浅水区活动，但不大会游泳

一般游泳水平：我的孩子游泳水平一般，但在深水区游泳能力不强或信心不足

游泳水平高：我孩子具备高水平游泳能力而且在深水区游泳的信心十足。

.....

父母/监护人签名



**HINDI****तैराकी और जलीय गतिविधियों के लिए अनुमति**

शिक्षकों को हर बच्चे की तैराकी की क्षमता का आकलन करना आवश्यक है। वे एक भ्रमण जहां तैराकी या जलीय गतिविधियों के लिए पानी है, पर बच्चे को ले जाएगा।

तैराकी का मूल्यांकन और अपने बच्चे की सुरक्षा को सुनिश्चित करने के लिए, कृपया निम्नलिखित जानकारी दें:

1. बच्चे का नाम: \_\_\_\_\_

2. स्कूल वर्ष: \_\_\_\_\_

3. मेरे बच्चे तैर कर सकते हैं?

नहीं

हां

4. मेरे बच्चे विश्वास के साथ तैर कर सकते हैं:

10 मीटर

20 मीटर

30 मीटर

40 मीटर

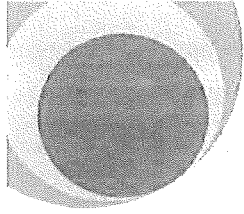
5. मैं सहमत हूँ कि मेरे बच्चे स्विमिंग / जलीय इस कार्यक्रम / भ्रमण के साथ जुड़े गतिविधियों में भाग ले सकते हैं.

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पिता / माता / अभिभावक/ अभिरक्षक के नाम: \_\_\_\_\_

हस्ताक्षर: \_\_\_\_\_

दिनांक: \_\_\_\_\_



## KOREAN

허가 확인서 : 수영장내 비계획적 활동

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비계획적 수영이란 기념일 혹은 상급으로 받는 날 등에 하는 자유로운 감독 받지 않는 수영 활동입니다.

-----

비계획적 - 수영장내활동 - 아래 사항에 응답하십시오.

-----

정확하게 동그라미 표기 하십시오.

내 아이가 물에 들어 가는 것을 허가합니다.

내 아이가 물에 들어 가는 것을 허가하지 않습니다.

내 아이가 물에 들어 가는 것을 허가한다면 (아래 중 한가지에 동그라미 표기 하십시오)

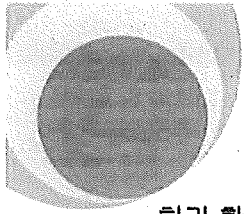
내 아이는 수영 능력이 있습니다.

내 아이는 수영 능력이 없습니다.

----- 부모 / 대리인 서명

(인지사항 : 수영 능력이 없는 아이들은 얕은 물에만 들어 갈 수 있습니다 (허리 정도 수위).

수영 능력이있는 아이들은 깊은 물에 들어 가도록 허락됩니다.



Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

허가 확인서 : 수영장내 계획적 활동

-----  
계획되고 감독받는 수영장내 활동에 관련하여(아래 중 한가지에 동그라미 표기 하십시오):

내 아이가 물에 들어 가는 것을 허가합니다.

내 아이가 물에 들어 가는 것을 허가하지 않습니다.

..... 부모 / 대리인 서명

-----  
내 아이가 물에 들어 가는 것을 허가한다면 (아래 중 한가지에 동그라미 표기 하십시오)

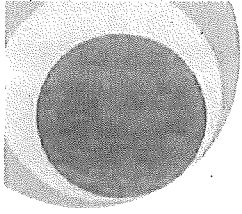
수영 능력이 없음 : 내 아이는 전혀 수영할 수 없습니다.

약간의 수영이 가능함 : 내 아이는 얇은 물에서는 잘 놀지만 수영 능력이 별로 없습니다.

보통 수영이 가능함 : 내 아이는 어느 정도 수영할 수 있지만 깊은 물에서는 자신있게 수영할 수  
없습니다.

수영 능력이 강함 : 내 아이는 수영 능력이 강하고 깊은 물에서도 잘 할 수 있습니다.

..... 부모/대리인 서명



## SINHALESE

### පිහිනුම් සහ ජලාශ්‍රිත ක්‍රීඩා සඳහා අවසර

පිහිනුම් සහ ජලාශ්‍රිත ක්‍රීඩා ඇතුළත් වැඩසටහන්වලට සහභාගීවන හැම දරුවකුගේම පිහිනීමට ඇති හැකියාව ගුරුවරුන් දැන ගත යුතුයි.

මෙම වාර්තාවේ කොටසක් ලෙස සහ ඔබේ දරුවාගේ ආරක්ෂාව තහවරු කිරීමට කරුණාකර පහත සඳහන් විස්තර සපයන්න

1. දරුවාගේ නම: \_\_\_\_\_

2. පාසලේ වසර: \_\_\_\_\_

3. මගේ දරුවාට පිහිනීමට  නොහැකිය

හැකිය

4. මගේ දරුවාට පහසුවෙන් පිහිනීමට හැකි දුර:

10m

25m

50m

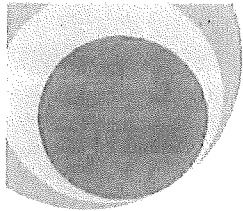
100m

5. මෙම වැඩසටහනට ඇතුළත් පිහිනුම් සහ ජලාශ්‍රිත ක්‍රීඩා වලට සහභාගීවීමට මගේ දරුවාට අවසර දෙමි.

දෙමව්පිය/භාරකරු නම (පැහැදිලි අකුරින්) \_\_\_\_\_

අත්සන: \_\_\_\_\_

දිනය: \_\_\_\_\_



## SUDANESE (Dinka)

### Päl në kuaŋ ku kä ye ke looi në pïu yiic

Dupiöc aakoor bik kë them bik kä ke kuaŋ yenne meth kuaŋ lööm në piöc koor ben piöc ke kuaŋ ke den de piöc cök të wen noŋ pïu yenneke kuaŋ/ka kä yenneke kuaŋ.

Në biäk de ye themë ku kuony ku tiit në ke bë meth yök, ku yïn thiëc ba kee ka ciëen ke bëi.

1. Rink e meth-----
2. Ruönde thukul-----
3. Mehndië e kuaŋ  Aciï lëu  Alëu
4. Kaam lëu binnë mehndië kuaŋ.

- 10 m
- 25 m
- 50 m
- 100 m

5. Aya gam ke mehndië bi banje looi ne kuaŋic në ke thiääk kennë yee ajuicereë.

Rink ke koodit ke meth/Dugël/Raan tiët nyin

Rinku-----

Thäänydu-----

Peei nin-----

**VIETNAMESE**

**Thư Cho Phép: Những Hoạt Động Dưới Nước Không Hoạch Định**

**Việc bơi lội không hoạch định là việc tổ chức bơi lội tự do hay vào những ngày ban thường và liên hoan của trường.**

**Không Hoạch Định - Những hoạt động dưới nước - Câu Trả Lời**

**Xin khoan rõ câu trả lời:**

**Con tôi được phép xuống nước**

**Con tôi không được phép xuống nước**

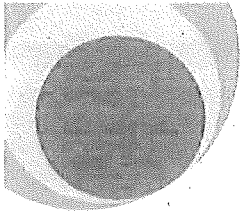
**Nếu con quý vị được phép xuống nước (xin khoan rõ câu trả lời):**

**Con tôi là người biết bơi \***

**Con tôi là người không biết bơi \***

..... **Cha Mẹ/Người chăm sóc ký tên**

**(\*Xin chú ý: Người không biết bơi sẽ chỉ được xuống chỗ nước cạn (sâu đến thắt lưng). Người biết bơi sẽ được xuống chỗ nước sâu).**



Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

**Thư Cho Phép: Những Hoạt Động Dưới Nước Được Hoạch Định**

**Liên quan đến những hoạt động dưới nước được hoạch định trong đề án (xin khoanh vào câu trả lời):**

**Con tôi được phép xuống nước**

**Con tôi không được phép xuống nước**

..... **Cha Mẹ/Người chăm sóc ký tên**

**Con tôi được phép xuống nước (xin khoanh vào câu trả lời):**

**Người không biết bơi: Con tôi không bơi được**

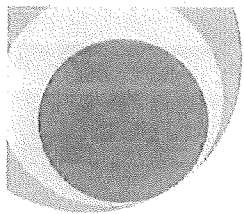
**Người bơi kém: Con tôi đủ sức và tự tin chỗ nước cạn nhưng không bơi giỏi lắm**

**Người bơi trung bình: Con tôi là người biết bơi vừa phải nhưng không vững hoặc tự tin lắm chỗ nước sâu**

**Người bơi vững vàng: Con tôi là người bơi vững và rất tự tin chỗ nước sâu**

..... **Cha Mẹ/Người chăm sóc ký tên**





# Sample Risk Assessment and Management Plan

## Risk Assessment and Management Plan Aquatic Activities

### RISK MANAGEMENT PLAN

|                    |  |
|--------------------|--|
| School             |  |
| Activity           | School Aquatic Activities                                    |
| Date               |  |
| Time               |  |
| Location           |  |
| Participants       | Students      Supervising Staff      Parents      Volunteers |
| Interested Parties | Aquatic industries group/ Royal Life Saving Society          |

Event Description:

**IDENTIFYING AND ANALYSING RISK WORKSHEET**

Part A

| Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens?   | Likelihood | Consequence | Initial Risk Rating (before Controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal   | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer | Timetable (by when)          | Priority rating |
|-----|---|------------|-------------|---------------------------------------|---|------------|-------------|---------------------------------------|---------------------|------------------------------|-----------------|
| 1   | Medical emergency :<br>Personal injury through non accident related incident (e.g. participant experiences severe chest pains, asthma attack, exhaustion or fatigue, dehydration etc) | 3          | 3           | Medium                                | a. Permission notes required from parents providing information on medical issues, such as allergies, ailments and /or medications (G)<br>b. Accompanying staff asked if they have any medical issues (A)<br>c. First aid kits to be carried by accompanying staff (A)<br>d. Accompanying staff will carry mobile phones (A)<br>e. Emergency Plan prepared and circulated to staff (A)<br>f. Follow Directorate's Mandatory Procedures (G)<br>g. Provide and recommend fluid and food intake levels (G) | 2          | 2           | Low                                   | All staff           | Prior to the trip            | C               |
| 2   | Medical emergency:<br>personal injury due to accident (trip, slip and fall, penetrating wounds, staff or student hit by object)   | 3          | 3           | Medium                                | a. First aid kits to be carried by accompanying staff (A)<br>b. Medical facilities close to destinations (A)<br>c. Accompanying staff will carry mobile phones (A)<br>d. Emergency Plan prepared and circulated to staff (G)<br>e. Follow Directorate's Mandatory Procedures (G)  | 2          | 3           | Med                                   | All staff           | Prior to and during the trip | C               |
| 3   | Bus accident on the way to or from the venue  | 3          | 4           | High                                  | a. Use properly accredited bus operator (A)<br>b. Bus is appropriate for number of passengers (A)<br>c. Bus is properly maintained and roadworthy (G)   | 1          | 4           | Medium                                | Bus Driver          | During event planning        | B               |
| 4   | Accident or incident while embarking, disembarking or while in transit on bus involving staff or students   | 2          | 4           | High                                  | a. Students are supervised by staff while entering and leaving the bus (G)<br>b. Student behaviour monitored by staff during transit (G)  | 1          | 4           | Medium                                | All Staff           | Throughout transit           | D               |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

| Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens?                     | Likelihood | Consequence | Initial Risk Rating (before controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal   | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer            | Timetable (by when)  | Priority Rating |
|-----|---|------------|-------------|---------------------------------------|---|------------|-------------|---------------------------------------|--------------------------------|--|-----------------|
| 5   | Injury to ETD staff or volunteers during event including needle stick, broken glass, trip hazards etc | 4          | 3           | High                                  | a. Aquatic area inspected for hazards such as discarded syringes, broken glass or foreign material likely to cause injury. (G)<br>b. Centre Management notified of any hazards found for appropriate action. (A)<br>c. Trip hazards removed or clearly marked. (A)  | 2          | 3           | Medium                                | Aquatic Centre Management, TIC | Maintenance ongoing responsibility. Allocation of equipment inspection delegated to qualified person prior to event.                                 | D               |
| 6   | Student drowning  | 4          | 5           | High                                  | a. Staff briefed on responsibilities during event (A)<br>b. Adequate number of staff to monitor students throughout activity in accordance with Mandatory Procedures (A)<br>c. Qualified Lifeguards in attendance (G)<br>d. Note sent home to parents for them to advise what their child's swimming proficiency is. (M)<br>e. Swimming proficiency testing will be completed and recorded for students electing to participate in any aquatic activity. (G)<br>f. Students who successfully pass the swimming proficiency test will be identifiable on the day with a blue wristband or similar. (A)<br>g. Students who do not pass proficiency test will not be allowed to participate in unstructured aquatic activities in water at or above waist level. (A) | 1          | 5           | Medium                                | Principal, TIC, All Staff      | Briefing conducted in lead up to event. Notes from parents required 1 week prior to event. Proficiency testing will be conducted on day of carnival. | A               |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

| Ref. | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens?                           | Likelihood | Consequence | Initial Risk Rating (before controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal   | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer                  | Timetable (by when)   | Priority rating |
|------|---|------------|-------------|---------------------------------------|---|------------|-------------|---------------------------------------|--------------------------------------|---|-----------------|
| 7    | Dehydration   | 3          | 2           | Medium                                | a. Students provided with information briefing/note (M)<br>b. Reminder to students throughout day with announcements over PA system to rehydrate.(S)<br>c. Encourage students to bring own water bottles.(A)<br>d. Water provided at venue.(S)  | 1          | 2           | Low                                   | TIC, All Staff                       | Designated staff to organise water cooler and cups prior to event.                                | D               |
| 8    | Extreme heat on the day and risk of sunburn/heatstroke.   | 4          | 3           | Medium                                | a. Remind students throughout day with announcements over PA about water and sunscreen available to participants and officials (A)<br>All participants to wear hats, seek shade whenever possible and re-apply sunscreen (A)<br>b. Temperature checked prior to and on event day.(A)  | 2          | 2           | Low                                   | TIC, All Staff                       | Information sheets in lead up to event.<br>Announcements made throughout the day.                 | D               |
| 9    | Special risks associated with event (e.g. aquatic risks, etc.) e.g. concussion, spinal injury, hyperthermia | 4          | 4           | High                                  | a. Aquatic activity area checked for hazards prior to event (A)<br>b. No diving rule applies and supported by supervising pool staff and teachers (M)<br>c. No running around wet areas (M)<br>d. Students to follow all safety rules and abide by lifeguards instructions.(A)<br>e. Students monitored by staff and lifeguards (A)<br>f. First Aid Officers and Lifeguards present (A) | 2          | 3           | Medium                                | Principal, TIC, Assessors, All Staff | Area inspection at start of day.<br>Designated staff supervising students during aquatic activity | B               |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

| Risk Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens?          | Likelihood | Consequence | Initial Risk Rating (before Controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal   | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer | Timetable (by when)   | Priority rating |
|----------|--|------------|-------------|---------------------------------------|---|------------|-------------|---------------------------------------|---------------------|---|-----------------|
| 10       | Activity involving specialised water play equipment.                                       | 3          | 5           | High                                  | a. Decision to include an activity involving specialised water play equipment and appropriate supervision ratios must be based on assessment of water depth and conditions, general conditions at the venue including weather, visibility at all points of the equipment, and student's age and height, ability to understand and follow instructions, any medical conditions, their physical ability and swimming proficiency. (A) | 2          | 5           | High                                  | Principal           | During event planning. Immediately prior to and during the activity | B               |
| 11       | Inadequate means of communication within event and back to school.                         | 1          | 2           | Low                                   | a. Senior staff to have mobile phones available (G)<br>b. Fixed landline at pool (G)<br>c. School has activity venue phone number if an emergency arises (A)<br>d. Parents informed of where event will be held (A)   | 1          | 2           | Low                                   | TIC, Aquatic Centre | Staff provided with information in lead up to event                 | E               |
| 12       | Other extreme conditions on the day of the event (torrential rain fall, strong winds, etc) | 2          | 2           | Low                                   | a. Check weather forecast several days before and on morning of event.(A)<br>b. Event may be postponed or cancelled if conditions are considered unfavourable (A)   | 2          | 1           | Low                                   | Principal, TIC      | During lead up and on morning of activity.                          | D               |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

| Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens? | Likelihood | Consequence | Initial Risk Rating (before controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal  | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer | Timetable (by when)   | Priority rating |
|-----|---|------------|-------------|---------------------------------------|--|------------|-------------|---------------------------------------|---------------------|---|-----------------|
| 13  | Aqua Runs   | 3          | 5           | High                                  | <p>The type of specialised water play equipment that constitutes an aqua run varies considerably. Aqua runs that allow for students to exit the run at undefined points and/or contain 'blind spots' constitute a higher risk than those with a single exit point and/or do not contain 'blind spots'.</p> <p>Decision to include an activity involving aqua runs and appropriate supervision ratios must be based on the above considerations coupled in association with assessment of water depth and conditions, general conditions at the venue including weather, visibility at all points of the equipment, and student's age and height, ability to understand and follow instructions, any medical conditions, their physical ability and swimming proficiency.</p> <p>When managing risk associated with aqua runs, Principals must work with the pool or water park operator to ensure adequate supervision and structure is in place to the manage risks associated with aqua run equipment.</p> | 3          | 5           | High                                  | Principal           | During event planning. Immediately prior to and during the activity | B               |
| 14  | Event poorly managed and run due to inadequate planning                           | 2          | 3           | Medium                                | <p>a. Adequate planning prior to event. (S)</p> <p>b. Allow adequate time for planning (A)</p> <p>c. Principal kept informed (A)</p> <p>d. Staff know what their jobs and responsibilities are (A)</p> <p>e. Consultation with aquatic centre management and other relevant staff within school (A)</p>  | 1          | 2           | Low                                   | Principal, TIC      | In lead up and during event.  | C               |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

| Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens? | Likelihood | Consequence | Initial Risk Rating (before Controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal   | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer                  | Timetable (by when)   | Priority rating |
|-----|---|------------|-------------|---------------------------------------|---|------------|-------------|---------------------------------------|--------------------------------------|---|-----------------|
| 15  | Additional costs incurred. (permit fees, lost/damaged equipment, etc)             | 2          | 3           | Medium                                | a. Correct costing prior to event based on minimum numbers (A)<br>b. Have adequate funds available to cover costs. (G)  | 1          | 2           | Low                                   |                                      | In lead up and during event.  | C               |
| 16  | Theft/Vandalism   | 2          | 3           | Medium                                | a. Students/Staff warned to secure valuables. (M)<br>b. Students closely supervised to prevent vandalism or destructive anti-social behaviour (A)   | 2          | 1           | Low                                   | All Staff/TTC                        | In lead up and during event.  | C               |
| 17  | Visitors, Parents or the public becoming injured/hurt due to event activity       | 3          | 3           | Medium                                | a. Some staff members have First Aid training (A)<br>b. Lifeguards have First Aid training (A)<br>c. First Aid kits available (A)<br>d. Mobile phones available to contact ambulance (A)<br>e. Ready access for ambulance, if required (G)<br>f. Equipment inspected prior to use (G)   | 2          | 1           | Low                                   | All Staff, Aquatic Centre Management | Staff with first aid training organised 1 week prior to event<br>Supervision/monitoring during event. | B               |
| 18  | Poor Food Handling Practices  | 3          | 4           | High                                  | a. Food storage and handling done in accordance with regulated requirements (G)<br>b. Some staff members have First Aid training (A)<br>c. Lifeguards have First Aid training (A)<br>d. First Aid kits available (A)<br>e. Mobile phones available to contact ambulance (A)<br>f. Ready access for ambulance, if required (G) | 2          | 2           | Low                                   | All Staff, Aquatic Centre            | Arrangements checked during lead up to event<br>Supervision/monitoring during event.                  | C               |
| 19  | Inadequate supervision of students  | 2          | 3           | Medium                                | a. Staff members closely supervise students (A)<br>b. Duty roster designating staff responsibilities (A)<br>c. Correct ratio of staff to students for aquatic activities (A)<br>d. Correct ratio of lifeguards to students (A)  | 2          | 1           | Low                                   | Principal, TTC                       | In lead up and during event<br>Supervision/monitoring during event.                                   | C               |



Swimming Pool and Water Park Based Aquatic Activities Procedures and Checklists

| Ref | Risk<br>What can happen? How it can happen?<br>What is the outcome if it happens? | Likelihood | Consequence | Initial Risk Rating (before controls) | Risk Treatment / Prevention measure<br>Description and Adequacy of Existing Controls<br>(What are you going to do to prevent or reduce the risk)<br>Risk Control Rating: (G)ood, (A)dequate, (M)arginal  | Likelihood | Consequence | Residual Risk Rating (After Controls) | Responsible Officer | Timetable (by when)                        | Priority rating |
|-----|---|------------|-------------|---------------------------------------|--|------------|-------------|---------------------------------------|---------------------|--|-----------------|
| 20  | Students fail to arrive at activity venue.  | 3          | 2           | Medium                                | <p>a. Staff supervise students on and off buses and ensure all students arrive inside venue (G)</p> <p>b. Students must have a signed note from parents allowing them to stay at pool after organised events. (A)</p> <p>c. Homeroom teachers to mark rolls before students leave on buses, at venue and before students leave to get back on bus. (G)</p>   | 1          | 2           | Low                                   |                     | Prior to and at the end of the carnival    | B               |
| 21  | Inappropriate student behaviour during event                                      | 4          | 3           | High                                  | <p>a. Staff members closely supervise students (A)</p> <p>b. Duty roster designating staff responsibilities (A)</p> <p>c. Correct ratio of staff to students for aquatic activities (A)</p> <p>d. School behaviour management policy enforced (A)</p> <p>e. Students informed through permission note of banned items (G)</p> <p>f. Parents informed of misbehaviour (M)</p> <p>g. School student management policy to be followed at all times. (A)</p> | 2          | 2           | Low                                   | TIC                 | Close supervision by teachers during event | C               |

High or Extreme Residual Risks must be reported to Senior Management and require further detailed treatment plans to reduce/modify the risk. Refer to worksheet Part B.

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

**TREATMENT PLAN**

**PART B**

ACTIVITY: \_\_\_\_\_ KLA: \_\_\_\_\_  
 COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

| Correlating Ref from first risk worksheet | Treatment/Controls to be implemented                              | Risk rating after treatment/controls | Person responsible for implementing treatment/controls | Expected completion date | for Risk Management & Audit use only |  |                |
|---|---|--------------------------------------|--|--------------------------|--------------------------------------|--|----------------|
|   |   |                                      |  |                          | Date Completed                       | Risk and treatment/controls monitored/reviewed | Date completed |
|   |   |                                      |  |                          | How                                  | When   |                |
| 13  | <i>NB: Schools must review and document additional treatments</i> |                                      |  |                          |                                      |  |                |
|   |   |                                      |  |                          |                                      |  |                |
|   |   |                                      |  |                          |                                      |  |                |

|           |        |
|-----------|--------|
| Principal | Signed |
| Date      |        |

**RISK ASSESSMENT MATRIX**

| Likelihood     | Consequence   |        |          |         |              |
|----------------|---------------|--------|----------|---------|--------------|
|                | Insignificant | Minor  | Moderate | Major   | Catastrophic |
| 1              | 1             | 2      | 3        | 4       | 5            |
| Almost certain | 5             | High   | High     | Extreme | Extreme      |
| Likely         | 4             | Medium | High     | High    | Extreme      |
| Possible       | 3             | Medium | Medium   | High    | Extreme      |
| Unlikely       | 2             | Low    | Medium   | High    | High         |
| Remote         | 1             | Low    | Medium   | Medium  | High         |

**Risk Likelihood**

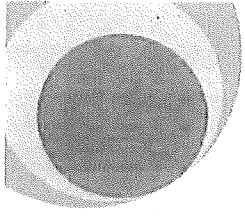
| Rating | Scale          | Criteria   |
|--------|----------------|--|
| 1      | Rare           | <ul style="list-style-type: none"> <li>• Remote chance of risk event and even then in highly exceptional circumstances</li> </ul>                                  |
| 2      | Unlikely       | <ul style="list-style-type: none"> <li>• Risk event unlikely to occur but change of circumstances or situation may create opportunity for risk to arise</li> </ul> |
| 3      | Possible       | <ul style="list-style-type: none"> <li>• Foreseeable that risk event may occur, but is not expected to occur</li> </ul>  |
| 4      | Likely         | <ul style="list-style-type: none"> <li>• Risk event likely to occur at least once</li> </ul>   |
| 5      | Almost Certain | <ul style="list-style-type: none"> <li>• Expect frequent occurrences</li> </ul>  |

**Risk Consequences**

| Rating | Description   | Remarks   |
|--------|---------------|---|
| 1      | Insignificant | <ul style="list-style-type: none"> <li>No Injuries. Negligible community disruption. No environmental or other damage.</li> </ul>   |
| 2      | Minor         | <ul style="list-style-type: none"> <li>Small number of injuries. No fatalities. Only first aid required. Some environmental or other property damage</li> </ul>   |
| 3      | Moderate      | <ul style="list-style-type: none"> <li>Ambulance / Hospital Treatment required. No fatalities. Some community inconvenience. Some environmental damage (minor long term effect) Other property damage</li> </ul>                              |
| 4      | Major         | <ul style="list-style-type: none"> <li>Extensive injuries. Significant hospitalisation. Some community displacement. Extensive environmental damage (long term effect) Other extensive property damage</li> </ul>                             |
| 5      | Catastrophic  | <ul style="list-style-type: none"> <li>Fatalities. Injuries and extended hospitalisation periods. Widespread community displacement. Extensive and widespread property damage. Significant short or long term environmental damage</li> </ul> |

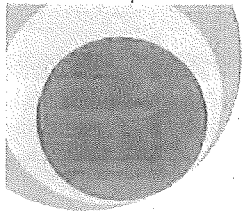
**Risk Priority**

| Description  | Priority Ranking |
|--|------------------|
| <b>Very High</b><br>Requires immediate intervention by Directorate<br>Requires immediate attendance of various emergency services / multiple casualties to hospital                  | A                |
| <b>High</b><br>Requires involvement from School Network Leader<br>Requires attendance of emergency service personnel (ambulance, police, fire brigade) or transportation to hospital | B                |
| <b>Significant</b><br>Requires involvement or attention from principal<br>Requires immediate attention from first aid officer  | C                |
| <b>Low</b><br>Requires assistance by staff on site / Possible attention by first aid officer   | D                |



## Support Materials

These materials may be used to assist with planning and implementation of swimming pool and water park based aquatic activities.



## Safety

### ***Key Points for Best Practice***

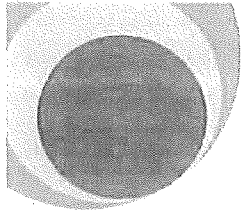
Schools should ensure that:

- qualified lifeguards monitor all swimming events on each side of the pool
- teachers not expected to enter the water to assist students must be briefed on appropriate communication should they observe a student needing assistance (whistles should be used for this purpose)
- safety checks are built into procedures e.g. a buddy system, roll checks
- appropriate identification procedures in place to identify proficient and non-proficient swimmers
- approved procedures are implemented in the event of an emergency
- sun protection measures such as suitable clothing and hats are promoted to students
- adequate shaded areas are available for students whilst not competing in races or activities
- sunscreen is available for all students and staff in outdoor venues
- regular reminders to use the sunscreen are given during the Swimming Pool or Water Park Based Aquatic Event
- the dangers of ultra violet radiation are repeated throughout the day and included in any advice to parents, and
- a public address system is available.

### ***Personal Safety Issues***

Students, teachers and other participants should:

- remove jewellery and other ornaments where it is deemed to present a threat to safety
- secure long hair to avoid interference with sight or breathing, and
- have reached a proficient level of swimming competency to participate in swimming pool and water park based aquatic activities.



## Starting Pistols and Caps

Starting pistols and caps represent a significant danger and must be used only by teachers or other adults at the venue. If the school has no-one to act as starters, Swimming ACT ph: (02) 6257 4837, may be able to supply a person for the school, zone/district or ACT swimming carnivals.

**Some schools may chose to use whistles to avoid the safety risks associated with starting pistols and caps.**

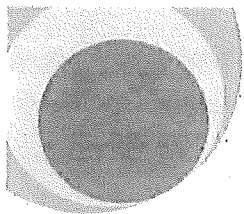
### Starting pistols

Starters must use industrial type hearing protection designed for medium to high level noise (above 30 decibels). These may be either ear muffs or ear plugs. No other person is permitted to stand in the immediate vicinity of the starter while the starting pistol is used.

### Starting caps

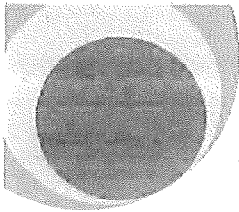
The following safety procedures must be used with starting caps:

- always carry caps in a rigid container; never loose in a pocket or hand
- avoid friction; do not rub together, and
- use of starting caps is prohibited by persons under 18 years.

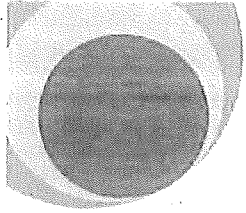
Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists**Sample planning lists****Approximately 3 – 12 months prior to the Aquatic Event**

| Action   | Date achieved | Initial |
|--|---------------|---------|
| 1. Choose swimming pool and water park based aquatic activities date and back-up date (when necessary)   |               |         |
| 2. Discuss at an Executive team meeting and seek approval  |               |         |
| 3. Select and book approved venue  |               |         |
| 4. Add date to school yearly planner   |               |         |
| 5. Clarify cost of entry for students, teachers and parents  |               |         |
| 6. Check if school will have sole access to pool for the day (some pools have public access at lunch time so students are not allowed in the water then) |               |         |
| 7. Book transport  |               |         |
| 8. Liaise with pool venue manager to ensure they have:   |               |         |
| • RLSSACT 5 Star Approval; or can provide evidence of compliance with the RLSS Australia Guidelines for Safe Pool Operation                              |               |         |
| • Lifeguard ratios of 1 lifeguard per 100 students   |               |         |
| • Clear out-of-bound markings  |               |         |
| • Appropriate pool depth for diving starts   |               |         |
| • Shade areas  |               |         |
| • BBQs/tables if required  |               |         |
| • Flotation devices e.g. kickboards, noodles if required   |               |         |
| • Audible loud speaker system  |               |         |

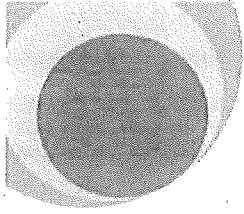


Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists**Approximately 6 weeks prior to the Aquatic Event**

| Action  | Date achieved | Initial |
|---|---------------|---------|
| 1. Confirm the venue booking and above approval information   |               |         |
| 2. Confirm transport  |               |         |
| 3. Advise staff of the date   |               |         |
| 4. Liaise with canteen staff to advise date   |               |         |
| 5. Publicise the swimming pool or water park based aquatic event to school community  |               |         |
| 6. Generate parental permission and medical information forms including alternative language options (check which ones your school needs)     |               |         |
| 7. Send forms home to obtain parental permission  |               |         |
| 8. Complete the Risk Assessment and Management Plan using the template in the support documents, including emergency procedures               |               |         |
| 9. Send the Risk Assessment and Management Plan to Principal for approval   |               |         |
| 10. Discuss the Risk Assessment and Management Plan with relevant staff to determine relevant safety and emergency procedures are in place    |               |         |
| 11. Check supplies of sunscreen plus other equipment e.g. noodles, whistles   |               |         |
| 12. Develop the aquatics activities program - include events for swimmers and non swimmers  |               |         |
| 13. Check previous school swimming records  |               |         |
| 14. Liaise with staff about official jobs roster  |               |         |
| 15. Develop a staff supervision roster  |               |         |
| 16. Obtain Principal's approval for roster and then communicate it to staff   |               |         |
| 17. Let staff know when to undertake the Survival Challenge Proficiency Test  |               |         |
| 18. Organised who is going to be involved in running any Survival Challenge Proficiency testing and ensure they are familiar with the process |               |         |
| 19. Arrange for first aid officer to attend the swimming pool or water park based aquatic event   |               |         |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists**Approximately 2 weeks prior to Aquatic Event**

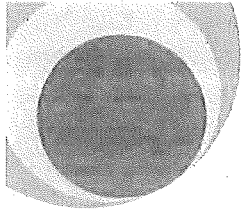
| Action   | Date achieved | Initial |
|--|---------------|---------|
| 1. Start collecting money, medical and permission notes  |               |         |
| 2. Make program and organisational arrangements available to parents   |               |         |
| 3. Organise perpetual trophies if required   |               |         |
| 4. Ensure that all arrangements for the swimming pool or water park based aquatic event are discussed at a staff meeting |               |         |
| 5. Communicate program and supervision roster to staff   |               |         |
| 6. Brief officials on their roles and responsibilities   |               |         |
| 7. Outline a communication plan if swimming pool or water park based aquatic event needs to be cancelled                 |               |         |
| 8. Organise students to assist with refreshments for officials   |               |         |



Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

**Approximately 1 week prior to Aquatic Event**

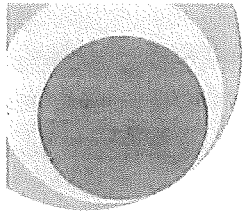
| Action  | Date achieved | Initial |
|---|---------------|---------|
| 1. Explain emergency procedures to staff  |               |         |
| 2. Ensure all permission notes and money have been collected  |               |         |
| 3. Make arrangements for students not attending or participating  |               |         |
| 4. Recheck transport details  |               |         |
| 5. Prepare all programs, results and record keeping sheets  |               |         |
| 6. Speak to students about how swimming pool or water park based aquatic event is organised and what the expectations are |               |         |
| 7. Finalise and communicate transport arrangements  |               |         |
| 8. Identify which teachers, parents, students will arrive early at the venue to help with set up                          |               |         |



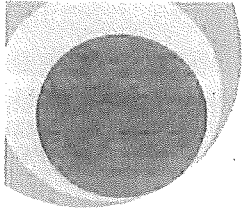
Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

**Approximately 2 days prior to Aquatic Event**

| Action   | Date achieved | Initial |
|--|---------------|---------|
| 1. Check and pack all equipment  |               |         |
| 2. Check all attendance marking sheets are ready and distributed   |               |         |
| 3. Ensure that all elements of emergency procedures are prepared (e.g. emergency phone numbers)  |               |         |
| 4. Brief student helpers   |               |         |
| 5. Check weather forecast and remind staff and students about communication arrangements if swimming pool or water park based aquatic event is cancelled |               |         |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists**On the day of the Aquatic Event**

| Action  | Date achieved | Initial |
|---|---------------|---------|
| 1. Set up early to allow time for anticipated problems  |               |         |
| 2. Check and supervise staff and parent officials and staff on supervision duty roster  |               |         |
| 3. Ensure correct roll marking protocols and procedures are undertaken  |               |         |
| 4. Ensure teachers take all medical and permission notes with them  |               |         |
| 5. Before running unstructured activities ensure students wishing to participate undertake the Survival Challenge Proficiency Test                                    |               |         |
| 6. Check that Survival Challenge Proficiency Test results are recorded in MAZE and paper records are stored on an official Directorate file                           |               |         |
| 7. Ensure students who do not pass the Survival Challenge Proficiency Test do not participate in any unstructured activities in water at or above the student's waist |               |         |
| 8. Remind staff and students about emergency procedures and implement as required   |               |         |
| 9. Ensure there is a designated area for non-proficient swimmers  |               |         |
| 10. Ensure all students and staff have access to sunscreen  |               |         |
| 11. Ensure toilets/ change rooms are supervised   |               |         |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists**Approximately 1 week after Aquatic Event**

| Action  | Date achieved | Initial |
|---|---------------|---------|
| 1. Make sure all equipment is returned or packed away appropriately   |               |         |
| 2. Record student Survival Challenge Proficiency Test results in MAZE   |               |         |
| 3. Debrief with staff on swimming pool or water park based aquatic event highlights and issues and record and file recommendations for the next swimming pool or water park based aquatic event |               |         |
| 4. Document any emergency procedures and follow-up actions  |               |         |

Swimming Pool and Water Park Based Aquatic Activities  
Procedures and Checklists

## Swimming Carnival – Sample Primary School Program

|  |                       |
|--|-----------------------|
| <b>1. Survival Challenge Proficiency Test</b>        |                       |
| <b>100M</b>  | <b>OPEN</b>           |
| 1.   | Freestyle             |
| 2.   | Backstroke            |
| 3.   | Breaststroke          |
| 4.   | Butterfly             |
| <b>50M FREESTYLE</b>                                 |                       |
| 5.   | 8 yrs boys and girls  |
| 6.   | 9 yrs boys            |
| 7.   | 9 yrs girls           |
| 8.   | 10 yrs boys           |
| 9.   | 10 yrs girls          |
| 10.  | 11 yrs boys           |
| 11.  | 11 yrs girls          |
| 12.  | 12/13 yrs boys        |
| 13.  | 12/13 yrs girls       |
| <b>NOVELTY EVENT</b>                                 |                       |
| <b>Cork Scramble (non-swimmers)</b>                  |                       |
| <b>50M BACKSTROKE</b>                                |                       |
| 14.  | 10 yrs & under boys   |
| 15.  | 10 yrs & under girls  |
| 16.  | 11 yrs boys           |
| 17.  | 11 yrs girls          |
| 18.  | 12/13 yrs boys        |
| 19.  | 12/13 yrs girls       |
| <b>NOVELTY EVENT</b>                                 |                       |
| <b>Wading Race (non-swimmers)</b>                    |                       |
| <b>50M BREASTSTROKE</b>                              |                       |
| 20.  | 10 yrs & under boys   |
| 21.  | 10 yrs & under girls  |
| 22.  | 11 yrs boys           |
| 23.  | 11 yrs girls          |
| 24.  | 12/13 yrs boys        |
| 25.  | 12/13 yrs girls       |
| <b>NOVELTY EVENT</b>                                 |                       |
| <b>Over And Under Races (10yrs, 11yrs, 12/13yrs)</b> |                       |
| <b>50M BUTTERFLY</b>                                 |                       |
| 26.  | 10 yrs & under boys   |
| 27.  | 10 yrs & under girls  |
| 28.  | 11 yrs boys           |
| 29.  | 11 yrs girls          |
| 30.  | 12/13 yrs boys        |
| 31.  | 12/13 yrs girls       |
| <b>HOUSE RELAYS-if time permits</b>                  |                       |
| 32.  | YEAR 3/4 boys & girls |
| 33.  | YEAR 5 boys & girls   |
| 34.  | YEAR 6 boys & girls   |