

C1	Inability to contact key personnel		Major	4	Possible	C	H	yes	Training Coordinator, Senior Instructor & all Instructors have VHF radio. Start box to complete radio checks for every session. Recording of mobile phone numbers as well if available	Minor	2	Unlikely	D	L
Instructors & Volunteers														
IV1	Volunteers unaware of roles and specific requirements		Moderate	3	Unlikely	D	M	yes	Volunteers to be allocated to specific roles and briefed prior to the activity and provided a copy of the activity plan	Minor	2	Unlikely	D	L
IV2	Poor induction of race officials leading to confused decisions and injury/damage to participants	Only experienced Race Officers are rostered on. Advice sought from VC or other senior members if unsure	Minor	2			L	yes	Members and volunteers must complete induction	Minor	2	Unlikely	D	L
IV3	Poor training of club officials leading to poor decision making and club management	Policy and Procedures Manual readily available in Clubhouse. Senior members on hand to provide assistance	Minor	2			L	yes						
Onshore Emergencies														
OE1	Personnel are not aware of emergency procedures		Major	4	Possible	C	H	No	All Instructors are familiarised with, and acknowledge receipt of, the Club's Emergency & Evacuation Plan during the induction process	Minor	2	Unlikely	D	L
OE2	Lack of trained first aid officers at club events leading to poor injury management		Major	4	Possible	p	M	yes	Need to make it clear on the weekly roster who the First Aiders are on duty each sailing day	Minor	2			L
OE3	Poor communication to emergency services of club location address leading to delayed attendance	Laminated sheet on Start Box provides clear address details	minor	2			L	yes						
OE4	first aid equipment not readily available leading to ineffective injury treatment		Major	4	Possible	C	M	yes	Location of First Aid equipment is signposted and to be shown to First Aiders and volunteers at induction	Minor		Unlikely		L
Fire														
F1	Location of fire extinguishers unknown		Major	4	Possible	C	H	no	All fire extinguishers have signage.	Moderate	3	Unlikely	D	M
Vehicle Hazards														
VH1	Cars driving through yard where participants are walking and rigging/moving boats		Major	4	Possible	A	E	no	Car movements to be controlled by use of cones where necessary. Rostered Boat Ramp volunteer to wear HiVis vest	Moderate	3	Unlikely	D	M
VH2	Boats on trailers being towed unsecured	Visual safety check that all trailers are attached correctly to tow vehicle	Major	4	Possible	C	H	yes	All volunteers are encouraged to cross check each other	minor	2	Unlikely	D	L
VH3	Boat trailer lights not operational	Bosun to regulary check	Major	4	Possible	C	H		Repairs arranged as and when required	minor	2	Unlikely	D	L
Beach & Public Area														
BP1	Sharps and other dangerous objects on the beach		Major	4	Possible	C	H	yes	Ensure all participants have suitable footwear	Moderate	3	Unlikely	D	M
BP2	Injury due to slippery boat ramp	Visual inspection. Exercise extreme caution with low tide	Major	4	Possible	C	H	yes	Visual inspection of boat ramp at low tide. Request Council to pressure clean	Minor	2			L
BP3	Injury on beach caused by sails, spars moving in wind or boats blown off trolleys		Moderate	3	Possible	C	H	yes	Signs; Caution Rigging area. Keep clear of boats. Encourage lowering of sails and removal of booms where possible. Education of sailors.	Minor	2			L
BP4	Person injured whilst crossing the car park	Car movements to be controlled by use of cones where necessary. Rostered Boat Ramp volunteer to wear HiVis vest	Minor	3	Unlikely	D	L	yes						
BP5	illness caused by contact with contaminated stormwater	Council signs to be noted if beach closed. Discourage swimming at times of heavy runoff and high flow	Minor	2	Unlikely	d	L	yes	Beach Patrol to monitor children					
Rescue Boat storage Shed														
RBS1	Oil/Fuel spillage	All boats to be refuelled by experienced staff or volunteers	Minor	2	Possible	C	M	yes	Refuelling done offsite	minor	2	unlikely		
RBS2	Theft or damage to gear	Shed is to be locked at all times when not in use	Minor	2			L	yes						
Medical Incidents														
MI1	Inadequate first aid supplies to manage injuries		Moderate	3	Possible	C	H	no	First aid kits to be audited and restocked on a regular basis. Commodore is responsible officer.	Minor	2	Unlikely	D	L

Participant Health & Safety															
HS1	Participant suffers sunburn		Minor	2	Possible	C	M	yes	Participants advised sunscreen available in training room and on safety boats	Minor	2	Unlikely	D	L	
HS2	Injury/damage due to rigging accidents (falling masts, wire under tension)		Minor	2	Unlikely	D	L	yes	Sailor education						
HS3	Injury to volunteers through careless loading/unloading of course marks, anchors etc	Volunteers are always paired with more experienced members	minor	2	Unlikely	D	L	yes							
HS4	Injury caused by failure to deploy rescue boats as needed	RO to monitor on water situation at all times and deploy additional rescue boats if required	moderate	3	Unlikely	D	M	yes	Have in the past requested assistance from other onwater users	Minor	2	Unlikely	D	L	
HS5	Injury to junior due to inadequate or incorrect medecal info provided by parent	This information is collected as part of registration process	Minor	2	Possible	C	M	yes	Risk accepted as unknowns are unknown						
HS6	Parents harassing officials/sailors due to dissatisfaction with results	Commodore and Sailing School Principal are Member Protection Officers	minor	2	unlikely	D	L	yes							
HS7	Poor planning by instructors/coaches leading to insufficient supervision of juniors during dangerous activities or weather changes	Instructors meet each weeek prior to any Tackers sessions with Sailing School Principal/Secretary	moderate	3	Unlikely	D	M	yes	Instructors and Assistant Instructors have all completed Australian Sailing Training						
HS8	Injury or liability due to poor food handling procedures in catering area of club	Canteen Manger completes safe food handling course run by council. Risky foods like eggs not cooked. Kingborough Council regularly conducts food safety audit	moderate	3	Unlikely	D	M	yes							
HS9	Injury to officials through handling weights. Anchors, trailers etc	Training of volunteers alongside more experienced members	minor	2	Unlikely	D	L	yes	Handling and storage of Pacers and Optimists in particuar have been designed so that craft do not have to be lifted into or out of water						
HS10	Injury from shark atack/jellyfish sting		Minor	2	rare	E	L	yes							
HS11	Injury from slip/fall in clubhouse areas	Slippery when wet signage provided. Sailors encouraged to remain outside on deck when wet	minor	2	Unlikely	D	L	yes							
HS12	Sailors burnt by poorly adjusted hot water in showers		Minor	2	Unlikely	D	L	yes	Temperatire has been lowered						
HS13	Injury due to electrical storm on/off water	RO to monitor on water situation at all times and cancel sailing and get sailors ashore if required	major	4	rare	E	M	yes							
HS14	Concussion	First Aiders notified	Moderate	3	Possible		M	yes							
HS15	Heart attack/stroke suffered by sailor/official/volunteer	RO and rescue boats to monitor for signs of distress of nonactivity	major	4	rare	E	M	yes							

Incidents														
IN1	Incident Log not monitored		Moderate	3	Possible	C	H	no	The Sailing school Principal/Secretary and Commodore are to review the incident report and take appropriate action	Minor	2	Unlikely	D	L
IN2	Post traumatic stress management for sailors/volunteers in serious accidents/emergencies		Major	4	Possible	C	H	no	Debrief and seek assistance from Australian Sailing when and if required	Minor	2	Unlikely	D	L

On Water Incidents														
OW1	Major Incident		Major	4	Possible	C	H	no	Incident to be Managed according to the On-Water Safety Plan - Race Officer for the session in charge of incident unless handed over	Moderate	3	Unlikely	D	M
OW2	Collision of boats, other craft and submerged objects during race causing injury	Rescue boats strategically placed around course and constant visual survey of fleet	Moderate	3	unlikely	D	M	yes	At briefing RO briefs rescue boat crews	minor	2	Unlikely	D	L
OW3	Fire/Explosion on rescue boats causing injury	RO to monitor situation and if necessary sailing is cancelled	Moderate	3	Possible	C	H	no	At briefing RO briefs rescue boat crews	Moderate	3	unlikely	D	M
OW4	Sea sickness of rescue boat crew causing ineffective rescue capability	RO to monitor situation and if necessary sailing is cancelled	Minor	2	Possible	C	L	yes						
OW5	Hypothermia contracted by rescue boat operators	Rescue boat volunteers are encouraged to dress appropriately. Wet weather gear is available	Moderate	3	unlikely	D	M	yes	At briefing RO briefs rescue boat crews regarding the location of the safety gear	minor	2	Unlikely	D	L
OW6	Hypothermia contracted by sailors	RO to monitor situation in consultation with rescue boat crews. If necessary crew taken off boat and taken ashore for treatment	Moderate	3	unlikely	D	M	yes	RO to brief start box crew and rescue boat crews about hypothermia and how to monitor	minor	2	Unlikely	D	L
OW7	Difficulty in attending medical emergency/injury during race exacerbating injury	RO to monitor situation in consultation with rescue boat crews. If necessary crew taken off boat and taken ashore for treatment as soon as practical	Moderate	3	unlikely	D	M	yes						
OW8	Unforeseen sever weather changes leading to exposure of sailors and officials	RO to monitor situation and if necessary sailing is cancelled	Moderate	3	unlikely	D	M	yes	BOM forecasts are monitored					
OW9	Inexperienced or disabled boats running aground or being lost	Rescue boats strategically placed around course and constant visual survey of fleet	Minor	2	unlikely	D	L	yes	Start box also monitors					

OW10	Ineffective rescue capability due to mechanical breakdown/gear failure	RO to monitor situation and if necessary sailing is cancelled	Moderate	3	unlikely	D	M	yes						
OW11	Sunstroke/sunburn/dehydration of sailors/officials	At briefing sailors and volunteers are advised location of sunblock. Water bottles and sunhats are advised	Minor	2	Unlikely	D	L	yes						
OW12	Dangerous surf conditions at beach causing damage or injury	RO to decide if safe to launch. If unsafe no sailing to proceed. Beach Patrol to assist in retrieval of boats as they return to shore	Moderate	3	Unlikely	D	M	yes	Beach Patrol volunteers to be advised to wear wet suit and be prepared to enter water to assist	Minor	2	Unlikely	D	L
OW13	Injury to water users by rescue boat propellers	Every rescue boat has prop guard fitted.	Minor	2	Unlikely	D	L	yes	Training provided to turn boat engine off when in close contact with person in water					
OW14	Lack of safety equipment in rescue boats	Bosun to provide stocked 'grab bags' for each rescue boat. Operators to ensure this is in rescue boat at all times	Moderate	3	Possible	C	H	yes	Remind operators at briefing to ensure grab bags are in boats	Minor	2	Unlikely	D	L
OW15	Insufficient supervision of Green fleet leading to accidents or injury	Two properly manned rescue boats dedicated to green fleet sailing	Moderate	3	Unlikely	D	M	yes	Rescue boat vs sailors ratio constantly checked					
OW16	Incomplete sign on and sign off sheets resulting in sailor going missing unnoticed	Start Box to count and continually monitor all boats as they leave shore, and until their return.	Moderate	3	Unlikely	D	M	yes	Two people to man start box for each session, one of whom is experienced, Sign on sheets checked	Minor	2	Unlikely	D	L
OW17	Sailors participating beyond their capability and njry due to inexperience	RO or other senior sailors to discourage if conditions are unsuitable	Minor	2	Possible	C	M	yes						
OW18	Loss of communications leading to ineffective rescue boat services	Radio checks undertaken for every session	Major	4	Unlikely	D	H	yes	Radio checks undertaken for every session. Hand held radios provided as alternate communication tool. Plus mobile phone numbers are available					
OW19	Heavy seas preventing rescue boat launching	No rescue boats no sailing	Minor	2	Unlikely	D	L	yes						
OW20	Strong off shore winds blowing boats into danger	RO monitors situation, If necessary sailors are retrieved and boats are left. 'Crew safe' buoys in all rescue boats	Minor	2	Unlikely	D	L	yes						
OW21	Damage or injury due to inexperienced operator of rescue boat	All rescue boats are manned by at least one experienced volunteer	Minor	2	Unlikely	D	L	yes						
OW22	Reduced effectiveness of rescue boat due to improper number of persons onboard	All rescue boats must have two people on board one of whom is dressed and prepared to enter the water	Minor	2	Unlikely	D	L	yes						
OW23	Sailors/officials/boats damaged during rescuing/towing operation	Second person on rescue constantly monitoring situation. Tow lines are not tied to rescue boats.	Minor	2	Possible	C	M	yes						
OW24	rope burn suffered by volunteers laying marks	Volunteers encouraged to wear gloves	Minor	2	Possible	C	M	yes						
OW25	Sailor separated from boat leading to hypothermia/hit by another vessel/drowning	Rescue boats strategically placed around course and constant visual survey of fleet	Major	4	Unlikely	d	H	yes	Start box also monitors					

Danger of entrapment														
DE1	Sailor entrapped under capsized boat		Major	4	Possible	C	H	yes	Safety boat to observe dinghy which is capsized and render assistance promptly if required. Boat must be righted ASAP	Moderate	3	Unlikely	D	M
DE2	Sailor entrapped under trampoline		Major	4	Possible	C	H	yes	All rescue boats must carry a sharp, well maintained, easily accesible, preferably serrated knife.	Moderate	3	Unlikely	D	M
DE3	Sailor entrapped in trapeze harness		Major	4	Possible	C	H	yes	Incident to be managed according to On-Water Safety Plan - Head Instructor in charge of incident unless handed over.	Moderate	3	Unlikely	D	M

Communications														
C1	Incorrect radio channel being used		Major	4	Possible	C	H	yes	VHF Channel 11 advised as primary channel to all personnel at induction	Moderate	3	Unlikely	D	M
C2	Radio communications not established between rescue boats	Radio checks are undertaken each time a rescue boat begins duty	Major	4	Possible	C	H	yes	Ensure Start Box personnel have been briefed and understand requirement to do radio check for each rescue boat, and beach patrol. Visual chart to be provided for volunteers to complete each session. Boat and radio check	Moderate	3	Unlikely	D	M

Weather / Environment														
WE1	Current weather forecasts are not available to activity supervisors		Major	4	Possible	C	H	yes	Supervisors to have access to phones with internet	Moderate	3	Unlikely	D	M

Safety Boats														
SB1	Safety boats run out of fuel		Minor	2	Possible	C	M	yes	Fuel to be checked prior to leaving shore	Minor	2	Unlikely	D	L