



Date of Assessment / Review : 27-May-21

BUSINESS NAME: Sydney Surf School, Manly Sur

= Next Ref

Version No:

1

Next Review Date:

30/05/2022

Calculated

Risk Raiser	Risk Name & Description	Causes	Consequences	Existing Controls	Control Evaluation	Risk Category	Consequence	Likelihood	Risk Rating	Risk Score	Risk Accepted	Risk Owner	Risk Treatment Plan (refer no. & tab)	Risk Status
Coach	Barnacles	Barnacles are exclusively marine, and tend to live in shallow and tidal waters, typically in erosive settings	First aid treatment required for minor marine bites or stings	Move lesson	Satisfactory	Animals	Insignificant	Rare	Low	1	Y	Lead Coach	N/A	Treated
Coach	Marine Bites & Stings	We work in their waters	First aid treatment required for minor marine bites or stings	Make sure the creature is gone before going back into the water	Satisfactory	Animals	Minor	Possible	Medium	6	Y	Lead Coach	Treatment Plan #1	Treated
Coach	Shark Sighting	We work in their waters	Move to a different beach	Move to a different beach	Satisfactory	Animals	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Shark attack	We work in their waters	Have to leave the water	Clear the water until lifeguard response	Satisfactory	Animals	Major	Rare	Medium	4	Y	Lead Coach	Treatment Plan #2	Treated
Coach	Polluted water	Rain, or storms that pull dirty water in	Have to leave the water	Clear the water until lifeguard response	Satisfactory	Chemical	Minor	Unlikely	Low	4	Y	Lead Coach	N/A	Treated
Coach	Rocks	Swells	Have to leave the water	Move classes to safer area	Satisfactory	Coastline	Moderate	Rare	Medium	3	Y	Lead Coach	N/A	Treated
Coach	Floating objects	Swells	Have to leave the water	Move classes to safer area	Satisfactory	Coastline	Moderate	Unlikely	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Submerged obstacles	Swells	Have to leave the water	Move classes to safer area	Satisfactory	Environmental	Moderate	Unlikely	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Surf Board - Manual handling	falling off the board	Exhaustion	Insturctor Processes	Satisfactory	Environmental	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Surf Board - struck in face	falling off the board	minor injury	Insturctor Processes	Satisfactory	Environmental	Minor	Likely	Medium	8	Y	Lead Coach	N/A	Treated
Coach	Surf Board - Run down by board	falling off the board	minor injury	Insturctor Processes	Satisfactory	Environmental	Moderate	Unlikely	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Collisions	Swell, or wave taking someone	minor injury	Insturctor Processes	Satisfactory	Environmental	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Surf Board - Leg rope	falling off the board	minor injury	Insturctor Processes	Satisfactory	Environmental	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Pre-existing Illness, Allergy or Medical Condition	Client incompetent	Need to go	Inform lifeguard to call ambulance	Satisfactory	People	Minor	Unlikely	Low	4	Y	Lead Coach	N/A	Treated
Coach	Surfer's Myelopathy	Landed in wave just right	Client not able to attend lesson	Inform lifeguard to call ambulance	Satisfactory	People	Minor	Unlikely	Low	4	Y	Lead Coach	N/A	Treated
Coach	Lost person	Overcrowded beach	Client not attending lesson	Inform lifeguard and police	Reservations	People	Insignificant	Rare	Low	1	Y	Lead Coach	N/A	Treated
Coach	Intoxication	Pubs near by	Client not attending lesson	Inform lifeguard and police	Satisfactory	People	Insignificant	Rare	Low	1	Y	Lead Coach	N/A	Treated
Coach	Poor Communication	Too many people doing too many things	Client not attending lesson	Doesn't happen due to policies in place	Satisfactory	People	Minor	Rare	Low	2	Y	Lead Coach	N/A	Treated
Coach	Violence	upset humans	Client not attending lesson	Contact lifeguard and police	Reservations	People	Insignificant	Rare	Low	1	Y	Lead Coach	N/A	Treated
Coach	Fatigue	Doing more then what they body is able to do	Client not attending lesson	Contact lifeguard, ambulance	Satisfactory	People	Moderate	Possible	High	9	Y	Lead Coach	N/A	Treated
Coach	Seizure	Unknown health problems	Client not attending lesson	Contact lifeguard, ambulance	Satisfactory	People	Moderate	Rare	Medium	3	Y	Lead Coach	N/A	Treated

Risk Register

27/05/2021

Coach	Heart attack	Diet, weight	Client not attending lesson	Contact lifeguard, ambulance	Satisfactory	People	Moderate	Rare	Medium	3	Y	Lead Coach	Treatment Plan #3	Treated
Coach	Lack of fitness or poor swimming ability	Eating too much and not exercising	Client rescheduling lesson until better fitness	Policies for beginning surf lessons	Satisfactory	People	Insignificant	Likely	Medium	4	Y	Lead Coach	N/A	Treated
Coach	Rash	Allergies, sun,	Client not attending lesson	Offer client to go get medical advice before going in water	Satisfactory	People	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Harassment	Mean people	Client not wanting lesson	Having a open enviroment that does not telerate this behavior	Reservations	People	Insignificant	Unlikely	Low	2	Y	Lead Coach	N/A	Treated
Coach	Depth of water	Swell mixed with wind and weather conditions	Move location	Procedure in place for analyzing weather	Satisfactory	Conditions	Insignificant	Unlikely	Low	2	Y	Lead Coach	N/A	Treated
Coach	Shallow holes	Swell mixed with wind and weather conditions	Move location	Procedure in place for analyzing weather	Satisfactory	Conditions	Minor	Likely	Medium	8	Y	Lead Coach	N/A	Treated
Coach	Salt/Sand Spray	Swell mixed with wind	Move to different beach or move lesson time	Procedure in place for analyzing weather	Satisfactory	Conditions	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Shore Break	Swell	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Minor	Likely	Medium	8	Y	Lead Coach	N/A	Treated
Coach	Tides	Swell	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Moderate	Likely	High	12	Y	Lead Coach	N/A	Treated
Coach	Sand bar	Swell	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Insignificant	Likely	Medium	4	Y	Lead Coach	N/A	Treated
Coach	Surf - Unsafe conditions	Weather depending on the wind direction	Large waves, not suiteable for lessons	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Insignificant	Likely	Medium	4	Y	Lead Coach	N/A	Treated
Coach	Surf - Swell	Weather depending on the wind direction	Large waves, not suiteable for lessons	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Rips and Undertow	Weather depending on the wind direction	Change lesson	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Moderate	Possible	High	9	Y	Lead Coach	N/A	Treated
Coach	Water temperature	Weather depending on the wind direction	Wear wetsuites	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Mud/Sand	Weather depending on the wind direction	move location	Weather report; receive lifeguard information on conditions	Satisfactory	Conditions	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Fog	Weather depending on the wind direction, time of year, and all around conditions	Move Location or time of lesson	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated

Coach	Water Temperature	Weather and time of year	Wear gear accordingly	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Coach	Air temperature	Weather depending on the wind direction	Wear gear accordingly	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Insignificant	Likely	Medium	4	Y	Lead Coach	N/A	Treated
Coach	Strong Winds - offshore/onshore	Weather depending on the wind direction	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Moderate	Likely	High	12	Y	Lead Coach	N/A	Treated
Coach	Excessive wind - board carrying	Weather depending on the wind direction	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Excessive wind - sand	Weather depending on the wind direction	Move lesson to better beach	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Moderate	Possible	High	9	Y	Lead Coach	N/A	Treated
Coach	Lightning	Storms	Cancel Lesson	Weather report; receive lifeguard information on conditions	Satisfactory	Weather	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated
Coach	Sunburn	Too Much sun without sunscreen	Sunburn	x	Satisfactory	Weather	Moderate	Possible	High	9	Y	Lead Coach	Treatment Plan #4	Treated
Coach	Sun - Dehydration	Too much sun with no fluids	Needing Fluids urgently	Asses conditions and advise clients to hydrate before and during lesson	Satisfactory	Weather	Moderate	Possible	High	9	Y	Lead Coach	Treatment Plan #5	Treated
Management	Bluebottles - Multiple customers stung by bluebottle jellyfish during a lesson	Failure to identify a heightened risk during the Venue Analysis; Failure to adhere to SOP policies	Clients suffer immediate and sometimes severe pain; anaphylactic reaction; negative impact on lesson; potential reputation impact;	Monitor surf conditions for bluebottles during VA. Check with lifeguards regarding bluebottle conditions before entering water. Wear wetsuits and rash-vests to protect skin from stings. Ensure access to first aid treatment is readily available to treat stings. Send person for first aid if minor sting. Cancel session immediately if multiple incidents of stings occur	Satisfactory	Animals	Minor	Possible	Medium	6	Y	Lead Coach	N/A	Treated

Owner / Group Workshop	Spinal/Neck Injury - sustained from being dumped in the shore-break during a lesson, or from falling from board and striking head on sand bar	Poor lesson supervision by surf coaches; Unsuitable session location; Failure to identify a heightened risk during the Venue Analysis; Failure to adhere to SOP policies	Client can suffer pain and/or intense stinging sensation; loss of movement; loss of sensation. Paraplegia. Reputation impact; Liability claims.	Assess conditions during the VA. Continue to monitor conditions throughout lesson and remove clients if risk becomes too high. Select surf zone away from obvious sand bars likely to attract 'dumping' conditions. Rescue board is kept on the beach. Instruct customers on safe entry points for entering water, correct take-off technique, action on wipeout, correct water exit techniques. Instruct customers to not ride waves into shore line.	Satisfactory	Health & Safety	Major	Unlikely	Medium	8	Y	Instructors	N/A	Treated
Coaches	Rash - caused by abrasion between the surfboard and the client's skin	Poor provision of equipment and preventative measures by staff and coaches; excessively abrasive surfboards; Failure to adhere to SOP policies	Clients suffer increasingly sensitive rash to their body which over time makes it impossible to surf without excessive pain. Negative impact on lesson; poor feedback; substandard experience	Ensure all clients wear wetsuits or rash-vests. Store and offer Vaseline jelly or tape to any client already suffering from a board rash. Advise inappropriately attired client's of the risk of a rash and the action they need to take to avoid it.	Satisfactory	Health & Safety	Insignificant	Possible	Low	3	Y	Lead Coach	N/A	Treated
Management	Theft	Poor management of belongings	Unhappy customers	Set area for belongings for clients	Satisfactory	People	Moderate	Rare	Medium	3	Y	Management	N/A	Treated
Management	Coaches Working With Children Check	Coach qualification invalid	Coach qualification invalid	Coach WWCs are verified online	Satisfactory	People	Moderate	Rare	Medium	3	Y	Management	N/A	Treated