

Nelson College Boarders Recreational Activities Safety Matrix

Unsupervised & Supervised

Low Risk Activities	(High) Moderate Risk Activities	High Risk Activities
<p>Location: On-site</p> <p>In the school grounds including Broads playing fields</p> <p><u>Supervisor Approval</u></p> <p>Playing sports on the front field Using the weights room Using the school gymnasium Skating Cycling Mad Rugby * Construction Building Tennis</p> <p>EOTC REQUIREMENTS – NIL</p> <p>*Mad Rugby should be supervised to reduce the likelihood of injuries</p>	<p>Location: Off-site or on-site</p> <p>Activities off-site where students are sometimes transported by boarding staff.</p> <p>Examples of activities could include but are not limited to:</p> <p><u>Supervisor Approval</u></p> <p>Organised school or club sports Walking into town Skate boarding Possuming on Grampians (no guns) Paintballing (Supervised) Hydro sliding Pool swimming* MIS plan Pyramids</p> <p><u>Housemaster Approval</u></p> <p>Skiing & snowboarding Hiking less than 2 hours duration Mountain & downhill jumping biking MIS plan</p> <p>EOTC REQUIREMENTS – NIL</p> <p>*Pool swimming must be supervised and the supervisor to read the pool MIS plan</p>	<p>High Risk Activities</p> <p>Location: Off-site</p> <p>Any water-based Activities or fishing or tramping or overnight activities.</p> <p><u>Housemaster Approval</u></p> <p>Fishing (Rocks Road, Wharf & boat) MIS plan Wharf Jumping MIS plan Surfing MIS plan Lake & river swimming MIS plan Tahunanui Beach Lifeguarded swimming MIS plan</p> <p><u>Director of Boarding/SLT Approval</u></p> <p>Tramping more than 2 hours duration Abseiling Wharf Jumping - Mapua Kaiteriteri/Rabbit Island Beach swimming MIS plan Overnight trips</p> <p>EOTC Requirements - Staff to enforce EOTC requirements for each activity and students to follow these * See Boarding EOTC MIS forms</p> <p>NO STUDENT WILL BE GIVEN PERMISSION TO TRANSPORT OR BE TRANSPORTED BY ANOTHER STUDENT IN A VEHICLE.</p>

Standing Parental Consent = Beginning of year EOTC consent form to all parents.

Express consent from parents = Housemasters on case by case & International Director prior to holiday periods.

NB – Any activities that are not listed in this document or fall outside any of the listed criteria will need to be assessed by the EOTC committee and Head of Boarding before they are given approval

Consent Guidelines

Unsupervised & Supervised

Standing Parental Consent – Start of Year	Housemaster Approval	Director of Boarding /SLT Approval
Fishing (Rocks Road / wharf) Wharf jumping in Nelson Biking (road / mountain / downhill) Swimming (in pool / sea / river) Paintball Hydro slide Ten pin bowling Watching sports games Movies Skating Clubs Sports Youth groups Town Visiting local parks /friends	Any activities deemed high moderate risk must have Housemaster approval in addition to standing parental consent.	Any activities listed as high risk or swimming in location(s) not listed in the Safety Action Plan must have Director of Boarding/SLT approval in addition to standing parental consent.

Safety Management System – Boarding students and recreational activities

Make it Safe (MIS) forms, specific recreational activities for boarders

River Swimming - Make it Safe (MIS) form

Risks	What could heighten the risk?	What could reduce the risks?	Who is responsible
Drowning	Non-swimmers & weak swimmers Peer pressure & bravado Stupid or thoughtless behavior No direct supervision A large number of boys in the water Strong currents Strainers & rapids No reliable communication	<ol style="list-style-type: none"> 1. Identification of weak and non-swimmers 2. Direct supervision of students by staff (suitable ratios) 3. Staff assessment of students' ability and maturity (*if no staff supervision is deemed appropriate) 4. Staff to assess river conditions and suitability 5. Mobile phone to be carried by students 6. Direct supervision of students by staff (suitable ratios) 7. Staff with first aid training 8. Check depth before jumping or diving into river 9. Drivers to be vetted by boarding staff 	Boarding supervisor Students *standing parental consent is required if supervised by staff *express parental consent is required if unsupervised by staff (Where you are only using a commercial operator for transport you do not require express consent, but it must be disclosed on the parental letter)
Injury	Stupid or thoughtless behavior Jumping or diving into shallow water Slippery surfaces & sharp objects Peer pressure Submerged hazard/object Rocks & logs		
Motor vehicle accident	Careless driving & inexperience Speeding		

Sea Swimming

1. Patrolled Beach TAHUNANUI

All Junior Students to be supervised by a staff member

Senior students (year 11, year 12 and year 13) are allowed to go on their own unaccompanied by staff:

*Maturity and swimming ability of the students to be assessed by boarding staff and boarding staff to give approval

* Students must swim between the flags.

*Minimum of pairs or more

2. Unpatrolled beach - Make it Safe (MIS) form KAITERITERI

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Drowning	<p>Non-swimmers & weak swimmers Beach conditions (Rips, Large waves, Strong undertow) Over estimating swimming abilities and underestimating the risks No direct supervision A large number of boys in the water Bridge (jumping hazard) Tidal current(s)</p> <p>Careless driving & inexperience Speeding</p>	<ol style="list-style-type: none"> 1. Identification of weak and non-swimmers 2. Assess beach conditions and safety 3. Limiting the depth 4. Supervision 5. Direct supervision of students by staff only (suitable ratios) 6. Mobile phone to be carried by students 7. Having a buoyancy aid 8. No jumping off the bridge 9. Checking tide action prior to and upon arrival 10. Drivers to be vetted by boarding staff 	<p>SAFETY ACTION PLAN required House master Boarding supervisor Students</p> <p>*standing parental consent is required if supervised by staff</p> <p>*express parental consent is required if unsupervised by staff</p> <p>Activity Event Cover sheet <i>submitted to receptionists at the front office and EOTC coordinator</i></p> <p>Medical disclosure and delegation of parental authority form Medical details and pre-existing medical conditions obtained from students and included in the Safety Action Plan.</p> <p>Nelson College Driver Declaration completed by all staff and volunteers/parents who are transporting students other than their own boys. (Where you are only using a commercial operator for transport you do not require</p>
Motor vehicle accident			

			<p>express consent, but it must be disclosed on the parental letter)</p> <p>Take a mobile phone (or other suitable communications for an emergency situation) & first aid kit</p> <p><i>**The school can provide mobile phones and first aid kits for the trip if you do not have one of your own</i></p> <p>Take a copy of Nelson College Emergency numbers</p> <p>An updated list of all students attending at time of departure submitted to the attendance office</p>
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Pool swimming - Make it Safe (MIS) form

- **Either Nelson College pool supervised by boarding staff or Riverside/Nayland/Aquatic Centre supervised by lifeguards**

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
<p>Drowning</p> <p>Injury</p>	<p>Non-swimmers & weak swimmers</p> <p>Stupid or thoughtless behaviour</p> <p>No direct supervision</p> <p>A large number of boys in the water</p> <p>Running</p> <p>Pushing</p> <p>Stupid or thoughtless behavior</p> <p>Jumping</p> <p>Slippery surfaces</p> <p>Peer pressure</p>	<ol style="list-style-type: none"> 1. Identification of weak and non-swimmers 2. Direct supervision of students by staff (suitable ratios) 3. Direct supervision of students by staff (suitable ratios) 4. Staff with first aid training 5. Following pool rules 	<p>Boarding supervisor</p> <p>Students</p> <p>*standing parental consent is required</p> <p>(Where you are only using a commercial operator for transport you do not require express consent but it must be disclosed on the parental letter)</p>

Wharf Jumping

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Drowning Injury	Non-swimmers & weak swimmers Stupid or thoughtless behaviour No direct supervision A large number of boys in the water Running Pushing Stupid or thoughtless behaviour Jumping without looking Slippery surfaces Peer pressure	<ol style="list-style-type: none"> 1. Identification of weak and non-swimmers 2. Direct supervision of students by staff (suitable ratios) 3. Direct supervision of students by staff (suitable ratios) 4. Staff with first aid training 	Boarding supervisor Students *standing parental consent is required (Where you are only using a commercial operator for transport you do not require express consent but it must be disclosed on the parental letter)

Mountain & downhill biking - Make it Safe (MIS) form

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Injury Lost	<p>No first aid kit carried Peer pressure Significant differences in ability between riders Taking unnecessary risks Riding tracks above riding ability No reliable communication</p> <p>No reliable communication Unfamiliar with location/area No map Going off main tracks No communication</p>	<ol style="list-style-type: none"> 1. Outline safety expectations and emergency procedures 2. Taking a basic first aid kit 3. Check correct clothing, gloves, helmets, ensure bikes in good working order, tyre pressure good before starting 4. Matching ability of riders 5. Encouraging riders to make sensible choices of track and riding technique so suitable to ability of the riders (House master to assess) 6. Ride in a minimum of pairs, buddy system 7. Discuss overall route, boundaries, times and meeting points with House Master prior to departure. House Master to approve 8. Take a map if unfamiliar with location 9. Take a reliable form of communication with HMs number 	House master Boarding supervisor Students *standing parental consent is required

Tramping (no river crossing) - Make it Safe (MIS) form

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Injury	No first aid kit carried Steep terrain	1. Taking a basic first aid kit 2. Unsafe route chosen. Discuss route with House Master prior to departure. House Master to approve.	House master Boarding supervisor Students
Lost	No reliable communication Unfamiliar with location/area No map Going off main tracks No communication	3. Tramp in a minimum of pairs 4. Take a map if unfamiliar with location 5. Take a reliable form of communication EPIRB or mobile phone	*express parental consent is required
Hypothermia	In adequate footwear & clothing	6. Take appropriate footwear & clothing (House master to assess)	
Motor vehicle accident	Careless driving & inexperience Speeding	7. Drivers to be vetted by boarding staff	

Fishing - Make it Safe (MIS) form

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Drowning	Non-swimmers & weak swimmers In experienced Fishing alone Dangerous sea conditions	1. Identification of weak and non-swimmers 2. Fishing in pairs minimum 3. Check sea conditions 4. Fishing from somewhere safe from being washed into sea	House master Boarding supervisor Students
Injury	Sharp rocks Slippery rocks No reliable and effective communication	5. Correct footwear worn 6. Ensure reliable and effective communication is carried	*express parental consent is required
Motor vehicle accident	Careless driving & inexperience Speeding	7. Drivers to be vetted by boarding staff	

Surfing - Make it Safe (MIS) form

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Drowning	Non-swimmers & weak swimmers Inexperienced Surfing alone Dangerous sea conditions	1. Weak and non-swimmers not allowed to participate 2. Surf in pairs (minimum) 3. Check sea conditions 4. Ensure ability levels of students are well matched	House master Boarding supervisor Students
Injury	Sharp rocks Slippery rocks No reliable and effective communication	5. Inform house master of surfing location 6. Ensure reliable and effective communication is carried 7. Drivers to be vetted by boarding staff	*express parental consent is required
Motor vehicle accident	Careless driving & inexperience Speeding		

Skiing & Snow Boarding - Make it Safe (MIS) form

Risks	What could heighten the risk?	What to do to reduce the risks?	Who is responsible
Injury	Inexperience Skiing or Snow Boarding alone Dangerous conditions Peer pressure Skiing slopes that are above the level of skier or snow boarder	1. Ski & Snow Board in pairs (minimum) 2. Check ski conditions 3. Ensure ability levels of students are well matched 4. Inform house master of skiing location 5. Ensure reliable and effective communication is carried	House master Boarding supervisor Students
Hypothermia	Cold weather Inadequate clothing	6. Correct equipment and clothing used 7. Drivers to be vetted by boarding staff	*express parental consent required (Where you are only using a commercial operator for transport you do not require express consent, but it must be disclosed on the parental letter)
Sunburn	Sunny weather & no sun protection Sunny weather & no sunglasses		
Sun blindness	Careless driving & inexperience		
Motor vehicle accident	Speeding		