



# **Baulkham Hills Netball**

## **Risk Management Policy**

### **Version 3**

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## Overview

It is the policy of Baulkham Hills Shire Netball Association Limited (BHN) to achieve best practice in the management of all risks that threaten to adversely impact BHN, its' members, visitors, assets, functions, objectives, operations or members of the public.

Risk Management will form part of strategic, operational and line management responsibilities and be integrated into the strategic and business planning process. In respect of a special risk, responsibility may be assigned to a nominated officer of BHN or a committee chair, as determined by need.

The Executive Committee will determine and communicate policy, objectives, procedures and guidelines and direct and monitor implementation, practice and performance throughout BHN.

Consultants may be retained from time to time to advise and assist in the risk management process, or management of specific risks or categories of risk.

The safety of all who visit Baulkham Hills Netball Complex is of paramount importance. This applies to all members and visitors to the Baulkham Hills Netball Complex.

The Association Executive urges all members and guests to cooperate and assist them in providing a safe netball environment at the Baulkham Hills Netball Complex.

In the interests of keeping everyone safe throughout the Baulkham Hills Netball Complex and to remind everybody that we all have a moral and legislative obligation to assess the safety of everything they do or allow to happen within Baulkham Hills Netball Complex, each of us is empowered to report any unsafe practice. Every member and visitor of BHN is recognised as having a role in the risk management vigilance.

### 1. CONDITIONS OF ENTRY

Refusal to comply with these Conditions of Entry may result in removal from Baulkham Hills Netball Complex.

- a) Baulkham Hills Netball reserve the right to refuse entry to any person. Patrons are admitted to the Baulkham Hills Netball Complex at their own risk.
- b) By entering this complex, all members and visitors agree to abide by the NNSW Codes of Behaviour. Offensive, violent, abusive, discriminatory or anti-social behaviour of any kind will not be tolerated, and will result in eviction from the complex, and will be dealt with in accordance with the Netball NSW Member Protection Policy.
- c) Individuals or organisations cannot conduct commercial or fundraising operations within the complex without prior written consent.
- d) Smoking is not permitted within 10 metres of the court areas and only within designated smoking areas.

- e) Persons who bring valuables into the complex do so at their own risk. Baulkham Hills Netball will not be held responsible for any damages to, loss or theft of a patron's personal property.
- f) No vehicular access (exception ambulance) is permitted on the court or surrounding areas outside designated parking areas.
- g) No animals are permitted. Assistance animals are accepted as an exception.
- h) No bikes, skateboards, rollerblades, scooters or similar are permitted within the complex.
- i) The use of mobile phones or cameras in the toilets is strictly prohibited.
- j) Exits must be kept clear at all times. Any vehicle parked contrary to signage or blocking entrance and exit ways will be towed away at the owner's expense.
- k) Participating teams are responsible for ensuring their spectators display appropriate behavior at all times
- l) Please note that the above Conditions of Entry may be varied at times at the discretion of Baulkham Hills Netball.

## 2. CARPARK USAGE

- a) There is general parking available in the main car park, which is off Wellgate Avenue. Further parking is available via Swift Parrot Close
- b) Usage of the carpark is at your own risk
- c) Designated/marked parking bays and traffic management signs to be strictly observed
- d) Be aware of pedestrian and traffic interaction
- e) Drop off/Pick up zone – inside the front of the Wellgate Avenue Car Park
- f) If parking in local street, please take note of any parking restrictions as Council Rangers will patrol the area

## 3. INJURY DURING COMPETITIONS

Adequate first aid facilities are available at the venue. Please ensure all members and guests familiarise themselves with the location of the on-site first aid area.

If an injury has been sustained, it must be reported in the following manner:

- a) The injury must be reported immediately to the Physiotherapist or Baulkham Hills Netball Administration Office. Reporting to a Club official is not enough. Non-notification could result in an insurance claim being disallowed.
- b) The Injury Book must be filled in, dated and signed by both witness and either Association Executive or Physiotherapist.
- c) Anyone can report an injury that has occurred at our complex.
- d) **If the injury is serious, an Ambulance will be called by an Association Representative. Do not allow anyone else to call for an ambulance or other authority.** The Association Representative provides important information to the emergency controllers, and organise

to have people ready to direct the ambulance to the injured person. We also ensure that we protect other members should an ambulance or other authority need access to the court area.

- e) In an emergency situation - do not move or leave the injured person. Ask an adult to report to the Administration Room and request assistance.
- f) The Association has a defibrillator available in the physiotherapy room.

## **4. SAFETY PROCEDURES**

### **4.1 Hazards**

- a) The safety of all who visit BHN Complex is of paramount importance.
- b) The Association Executive urges all members and visitors to cooperate and assist them in providing a safe netball environment at the Baulkham Hills Netball complex by observing our safety rules
  - I. No trip hazards to be left lying around the complex ie bags, equipment etc.
  - II. All areas to be kept tidy and minimize hazards around the courts.
- c) Anyone can report a potential hazard to the Association Executive. We want to ensure the safety of all visitors to our complex. Be responsible and report any problem to the office so that it can be dealt with as soon as possible. Play your part in being responsible for the safety and well-being of all of those who come to our complex. Be diligent and take note of any potential hazard or danger in the complex and don't ignore it or leave it to someone else.
- d) In an emergency situation – do not leave a hazard – ask another person to report it ASAP.
- e) Children must be supervised by an adult at all times. No responsibility will be taken for injuries sustained in the garden beds, fenced areas and other potentially hazardous areas of the complex.
- f) It is each teams / persons responsibility to REMOVE all rubbish and place in bins provided

### **4.2 Court Areas**

- a) Be aware of pedestrian and traffic interaction
- b) The erection of any awning, tent or structure in the court area is not permitted
- c) Spectators must remain a minimum of 60cms from the sideline and 2mtrs from the goal line at all times
- d) Where courts are adjacent to each other, no spectators are permitted behind the goal line
- e) Items such as ball/drink trolley, umbrellas, prams, bench seating, are only permitted courtside if they do not impede umpire or player safety.
- f) Drums, horns and noise makers are not permitted courtside
- g) Ensure all safety equipment, such as post padding is placed appropriately on the court(s) being used
  - I. Post padding must be used at all times.
  - II. Post padding must be checked at each use for correct installation on the post

- III. Post padding will remain on all courts throughout the season.
- h) No alcohol is permitted on or around the court area

#### **4.3 Gazebo Area**

- a) Be aware of pedestrian and traffic interaction
- b) Be aware of security and ensure personal items are secure at all times
- c) Walkways are to be kept clear at all times
- d) No cooking of any type is permitted in any of the player's areas
- e) No person may alter, change or interfere with any structure, without prior written approval from BHN Executive

#### **5. WET WEATHER**

- a) As a rule, play will continue unless the rain is persistent and heavy. The courts are all weather courts and have been designed to be played on in wet conditions.
- b) Play will continue through light rain or a passing shower, even if that shower is heavy.
- c) As many available Association Executive shall make decisions regarding the abandonment of play throughout the day.
- d) Decisions regarding play can be made for Friday nights, Saturday morning, Saturday afternoon or ALL Saturday games.
- e) Decisions made before the start of play will generally be made by a minimum of 3 Executive members. This decision will usually be made 1 hour prior to the competition games scheduled start time and be updated on social media and the website as soon as practical.
- f) The Executive will, as far as conditions allow, aim to complete play or at least secure a result (at least half time).
- g) In adverse weather conditions all teams have the option of choosing to forfeit a game. The team forfeiting the game or the mutual decision to abandon, must be noted on the scoresheet, together with the point in the game at which play was abandoned.

#### **6. RISK PREVENTION STRATEGIES**

BHN adopts the following NSW policies with regards to:

[\*NNSW Adverse Weather Conditions Policy\*](#)

[\*NNSW Pregnancy Policy\*](#)

[\*Netball NSW Social Media Policy\*](#)

[\*Netball NSW Photography Policy\*](#)