

Risk & Safety Management Plan

Activity

2021 Hurricanes Under 14 Boys Rugby Festival

Venue

The festival will be based in Wellington City at Wakefield Park with other community facilities in Wellington City being used as required.

Event Managers

David Fa'atafa – College Sport Wellington
David Walsh – Wellington Rugby Football Union

Date

Monday 30th August – Wednesday 1st September 2021

Group

Under 14 Rugby Festival

Location

Wellington City

Risks (potential losses)

1. Loss of life	3. Extreme weather
2. Serious Injury	4. Earthquake
<p>The Under 14 Festival is run by College Sport Wellington (CSW) and Wellington Rugby Football Union (WRFU). The event is sanctioned by School Sport NZ, Wellington Secondary Schools Rugby Union and WFRU. Matches are played under the NZ Rugby Domestic Safety Law Variations. The Festival is also supported by the Wellington Rugby Referees Association who provide appropriately accredited officials for all games. In the event of any decision, action or situation that impacts on the health and safety of those involved, the event managers are required to be informed. The Risk & Safety Management Plan is available to all involved in the event.</p>	

Casual factors	Risk reduction strategies
<p>(people) Sideline expectations</p>	<ul style="list-style-type: none"> Fields will be marked to ensure a clear playing field for players. Referees will be supported to ensure that sidelines are managed. Technical boxes will be enforced for coaches and reserves. These will be positioned behind the in goal line at either end of the field. Team coaches and reserve players will be required to stay within these during their games. Expectations around coach movement will be discussed with teams before the festival begins. Referees will be briefed prior to the event reinforcing the expectations on the coaches/reserves and that at any time referees can stop play until a safe environment is restored.
Players	<ul style="list-style-type: none"> Team management is expected to provide basic first aid for their teams. Ice will be available at the venue. In the event of a serious injury and an ambulance is not at a venue, team management should call 111 immediately. Additionally, the tournament director should be advised. Any serious injuries sustained will be documented according to Wellington Rugby Football Union (WRFU) and NZ Rugby policy.
Officials	<ul style="list-style-type: none"> A <u>zero tolerance</u> to Foul Play policy has been adopted around on field behavior. This will be communicated to team management at the briefing and to the referees to support a positive and safe environment for students.
Judicial	<ul style="list-style-type: none"> Event management will follow appropriate NZ Rugby Black Book judicial protocols to deal with players who are receive red and yellow cards. For the tournament, we will apply the Duty Judicial Officer procedure described in Rule 18 of Section 3 of the Black Book.

<p>(Equipment) Game Equipment</p>	<ul style="list-style-type: none"> • Equipment is checked as per World Rugby and NZ Rugby Domestic Safety laws; the referee in charge of the match is responsible for mouth guard, boot and other safety protocol checks. Any inappropriate equipment will be asked to be removed / replaced before players are allowed on to play.
<p>Fields</p>	<ul style="list-style-type: none"> • All grass fields will be professionally prepared by Wellington City Council and schools (if used). • Wakefield Park artificial and has been certified by World Rugby. • Pre-game inspections are run by referees and any issues are remedied at the time or games will be postponed or cancelled. • Regulation field markings, flags, and bolsters are all provided. In the event of this not being met, the event organisers should be informed immediately and games should not proceed until remedied. • Artificial surfaces come with their own unique requirements. All schools will be informed of these prior to the event. It is the schools responsibility to ensure these requirements are fulfilled.
<p>Changing facilities</p>	<ul style="list-style-type: none"> • Facilities at each venue will vary but will provide basic changing facilities (shelter) and ablutions.
<p>(Environment) Weather</p>	<ul style="list-style-type: none"> • In the event of extreme weather conditions the tournament organisers will make a decision as to reducing play or cancellation of the event. This will be based on current conditions and forecasts by local authorities. In the event of any change to the scheduled programme, event organisers will communicate to all schools via their team management. • In the event of extreme weather impacting during a game, the referee will decide if health and safety is a concern and make a decision on calling the match off.
<p>Transport</p>	<ul style="list-style-type: none"> • Any team transport requirements to/from venues are the responsibility of individual schools. Should any incident occur, event management must be informed.
<p>Environment</p>	<ul style="list-style-type: none"> • Event organisers will inform schools at the Management meeting of appropriate parking at venues.

CRITICAL INCIDENT MANAGEMENT

Emergency procedures to manage each identified risk emergency gear required

1. Loss of life

Procedures to manage identified risks	Emergency gear required
<p>School team management to manage students and their own school responsibilities.</p> <p>Event managers to be notified immediately.</p> <p>Any media liaison shall only be through the Event Managers.</p> <p>Referee to provide immediate verbal report followed by written report.</p> <p>Event staff to notify all teams involved and all teams are to notify their own Principal of the situation to avoid miss communication.</p> <p>WRFU CEO, WRRR Chair, CSW CE, and WSSRU chair to be informed.</p> <p>Event meeting called to discuss options moving forward and circumstance surrounding the event.</p>	<p>Accessible cell phone for all team management</p> <p>Cell phone numbers of each team manager</p>

2. Serious injury to student

Procedures to manage identified risks	Emergency gear required
<p>School team management to manage students and their own school responsibilities.</p> <p>If an ambulance is not onsite, team managers to liase with the event managers, who will help manage the situation. In the unlikely event neither Wellington Free Ambulance nor an Event Manager is present, 111 should be called immediately.</p> <p>Event managers to be notified immediately.</p> <p>Serious injury report completed.</p>	<p>Accessible cell phone for all team management</p> <p>Cell phone numbers of each team manager</p>

3. Extreme Weather

Procedures to manage identified risks	Emergency gear required
<p>Met service reports to be reviewed daily.</p> <p>Review of venues to be done daily and transfers made accordingly.</p> <p>Team management informed when any significant weather may impact and teams informed of cancellations and transfers accordingly.</p> <p>In the event of extreme weather the event may, in consultation with team's management, be shortened or cancelled at any time, by the event organisers and then communicated directly to the team management.</p>	<p>Met service reports</p> <p>Accessible cell phone for all team management</p> <p>Cell phone numbers of each team manager</p>

4. Earthquake

Procedures to manage identified risks	Emergency gear required
<p>Event Managers to assess scale of emergency. Then at the earliest convenience thereafter using the identified calling tree will primarily communicate by group text to:</p> <ul style="list-style-type: none"> • All team managers/coaches • Principal and identified staff • WRFU/CSW staff as identified • Councils and external providers • Any other persons deemed appropriate <p>Such information will be placed on the rugby website section of CSW and CSW Facebook site.</p> <p>Schools/Coaches should as a matter of best practice carry their own calling trees to able appropriate information to be disseminated accordingly.</p> <p>Any CSW / WRFU determination – cancellation, postponement, suspension or proceed as scheduled – will then be the basis for any outcomes/results of any competitions effected.</p> <p>Any such CSW / WRFU directive does not preclude any school or provider for whatever safety reason it deems appropriate at the time taking its own action to suspend or cancel an activity. In this circumstance, CSW / WRFU will if applicable adjudicate on any outcome.</p>	<p>Mobile Phone</p> <p>Phone Tree of all associated parties</p>

5. Infection Disease (COVID19)

Procedures to manage	Requirements
<p><u>Contact Tracing</u></p> <ul style="list-style-type: none"> • Contact tracing register for all participants, including coaches and managers, must be in place and data can be accessed quickly if needed. 	<ul style="list-style-type: none"> • Schools will provide team lists that will capture contact lists for participants, coaches, and managers. • Venue will have a QR code visible at all entrances.
<p><u>Hygiene & Sanitation</u></p> <ul style="list-style-type: none"> • Participants should wash and dry their hands before and after trainings and games. • Participants should sanitise their hands before and after each match they play. • Equipment and services should be cleaned before and after use. • Avoid sharing equipment where possible. 	<ul style="list-style-type: none"> • Event to ensure there is adequate hand sanitiser and/or hand washing amenities at the facility or venue. • Team management should disinfect equipment, particularly rugby balls, before and after rugby games. • Team management to ensure whistles or water bottles are not shared. • Venues to ensure changing rooms are cleaned to MOH hygiene standards.
<p><u>Gatherings</u></p> <ul style="list-style-type: none"> • All facilities must adhere to requirements regarding mass gatherings. 	<ul style="list-style-type: none"> • Event to ensure gatherings are restricted based on current government recommendations, which includes players, coaches, managers, officials, and spectators. • Care must be taken to avoid gathering at communal points such as entries and car parks. Phasing of activities could be used, to allow time for people to pass through these areas safely.

<p><u>Physical Distancing</u></p> <ul style="list-style-type: none"> • Everyone should follow current government recommendations around physical distancing. • People may participate in team sport and physical activity, including rugby where physical distance cannot be maintained. • Participants should maintain physical distancing when not participating in the sport or activity. • Spectators must maintain physical distancing while watching. 	<ul style="list-style-type: none"> • Schools will need to ensure physical distancing is followed in changing rooms, team huddles etc
<p><u>Personal</u></p> <ul style="list-style-type: none"> • No one should be participating (or leaving home) if they are displaying symptoms of COVID-19, awaiting a test, or if required to self-isolate. 	<ul style="list-style-type: none"> • CSW to ensure this messaging is regularly put in all communication to school
<p><u>Exposure or Suspected Exposure to COVID 19</u> If there is a suspected exposure to COVID 19:</p> <ol style="list-style-type: none"> 1. CSW to contact team management 2. CSW to contact Ministry of Health 3. CSW to contact WRFU, NZ Rugby 	<ul style="list-style-type: none"> • Mobile Phone • Phone Tree of all associated parties • School team management to manage students and their own school responsibilities.

Rugby specific COVID 19 information can be found at: <https://www.nzrugby.co.nz/news-and-events/covid-19/>

COMMENTS

Pre-activity checklist	Tick	On the day	Tick
Distribution RAMS		Ice	
Managers meeting expectations - process		Cell phone	
Confirmation of contact details		Contact distribution lists	
Pre inspection of venue		Set up of venues	
Inform local medical facilities of the event		Check metservice	
Referee debrief documentation sent		Brief managers	
Debrief on malicious behavior		Signage	
Artificial turf protocol circulated			
Serious Injury report circulated			
Additional Comment			

Event Manager: David Fa'atafa

Pre event Submission Date: 1 March 2021

Approved: Bryan Dickinson

Date: 24/3/2021