



**30<sup>th</sup>**  
ANNIVERSARY



RESEARCH



EDUCATION



LEADERSHIP

## Safety guidelines and risk management for:

*Peer teaching Ambassador Workshop*

**Location:** various host schools

### The program educational content:

- Peer teaching skills
- Interactive marine games and activities
- Presenting to a junior class at the host school

### Program brief

The health of our bays and oceans are affected by human impact, what we do on land usually ends up in the sea or affecting the sea. These sessions are designed to give ambassadors 3 activities they can use to teach messages back at school about looking after the ocean and also help them gain not only the skills but the confidence to teach.

### Safety Brief

All students will be given safety messages at the start of the program.

The main points can include:

- Stay in the classroom or area designated by the host school for recess time
- Store bags away from the main areas they are working in

## Manageable risks

- **Slips, trips and falls** – Wear appropriate footwear and walk around the school building and grounds safely
- **First aid**— Dolphin research staff all have current First aid qualifications and can provide first aid. However, if there is a teacher with the group they have primary responsibility for their students, our staff will assist where required
- **Lost** –Each group of Ambassadors will be accompanied by one responsible adult at all times.
- **Traffic control** – This is only an issue at arrival and departure and ambassadors will be under the supervision of their responsible adult
- **Significant medical issues** - School representatives will be responsible for the participant's management of any medical issue with the support of DRI staff in accordance with school policy.
- **Inappropriate behavior** – DRI staff, in conjunction with school representatives, will be responsible for the appropriate behavior of all participants. DRI staff upholds the right to stop the activity if inappropriate behavior is posing a risk to the group, individual or staff. Behaviour of a racist, sexual, abusive or violent nature towards staff or students will not be tolerated.

## Child Safety

The staff at the Dolphin Research Institute (DRI) provide a range of educational activities for primary and secondary school students. We are committed to providing a safe environment for all students during these activities. To ensure the safety of students attending our activities DRI maintains the following.

- DRI is committed to child safety.
- We support and respect all children, as well as their teachers and volunteers.
- We are committed to the safety and participation of all children.
- Our Student Ambassador program is designed to provide a range of activities that promote participation and empowerment of the student ambassadors.
- The Education Director is responsible for ensuring that staff are suitably trained for all activities.
- The Education Director is responsible for establishing clear expectations and appropriate behaviour for all DRI staff when working with students.
- If DRI staff have any concerns about a student, they will raise the matter with the class teacher.
- DRI staff brief students and teachers/volunteers about the possible dangers and hazards of the activity they are undertaking.
- DRI staff are always accompanied by teachers or adults from the school designated with the responsibility of looking after the students.
- DRI staff do not work alone with individual students.
- All DRI staff working with students have either a current VIT registration or a current Working with Children Check. Copies of these documents are held by DRI's Education Director.

**Emergency details**

There is good emergency vehicle access to all locations during the program.  
Mobile phone coverage is reliable at all program locations.

**Covid Guidelines (subject to change)**

Current capacity limits for indoor gatherings and density limits/social distancing will be adhered to and as advised by the host school

Masks for anyone over 12 where applicable

Equipment will be cleaned between groups or hand will be sanitised before use where sharing equipment is unavoidable.

Names and contact details for attendees will be kept and when using an indoor venue, QR codes will be mandatory