



Safety Guidelines and Risk Management

Workshop: Catchment (Melbourne Group)

Location: Banyan Reserve, Luscombe Ave, Carrum Downs (Mel Ref: 100 G1) and Kananook Creek, Frankston (Mel Ref: 102 B3)

Workshop Content

- What happens to our rubbish
- How the drains and waterways are connected to the bays
- Healthy waterways are measured by water quality and invertebrate biodiversity
- How wetlands work to process storm water and filter pollution
- A clear understanding of the positive and negative impacts on marine habitat
- Stewardship for Victoria's marine environment to protect it for the future

Program Brief

The health of our catchments directly affects the marine environment as all drains, creeks and rivers run to the sea.

The first part of the workshop will be at Banyan Reserve, where there is a retarding basin, surrounded by suburban streets. The location is on a reserve and is managed jointly by Frankston council and Melbourne Water. We will watch the crew for Melbourne empty the litter trap, which collects a lot of the rubbish that is washed off the streets and also see how the water is cleaned by the wetlands that have been created.

The second part looks at the other end of the drain, which runs into Kananook Creek and then the sea at Frankston. After meeting at the mouth, we will walk part of the way along the creek to the floating litter trap.

Safety Brief

All students will be given safety messages at the start of the program. The main points can include:

- Stay with your group unless directed otherwise.
- Wear suitable shoes and appropriate clothing.
- Be sunsmart. (it is up to the school to provide sunscreen)
- Walk safely along the creek and paths at all times
- Lost procedure – Stay where you are until someone collects you.

Manageable Risks

Slips, trips and falls

Wear appropriate footwear, no sandals or thongs and take care where you are walking along public roads and footpaths.

Lost Child

Each group of ambassadors will be accompanied by a responsible adult at all time.

First Aid

School staff will have primary responsibility for ensuring they have a first aid kit available for their students. DRI staff will support when needed. DRI will always have at least one staff member with first aid qualifications.

Traffic control

Most of the workshop will be conducted away from general traffic, except for one point where we cross over the Nepean Highway. Each school's representative (either parent or teacher) will be responsible for the safety of Ambassadors whilst crossing the road and management of traffic at all times. DRI staff will support when asked to do so.

Significant medical issues

School staff should notify DRI of any medical issues which may be relevant to a student's/teacher's participation in the activity. School staff will be responsible for the participant's management with the support of DRI staff if required, in accordance with school policy.

Inappropriate behaviour

In the event other groups/public are using the site every effort will be made to move to a nearby location. If members of the public or other groups impose, abuse or interrupt the session DRI staff will divert to another location and take action (call police) where necessary. A prior site assessment by DRI staff will locate any potential risk, alcohol, drug abuse, antisocial behaviour, dangerous animals (dogs, horses) etc to prevent any risk. School staff will facilitate toileting as per school policy. In the event risks are perceived to be unmanageable police maybe called.

Drowning

Students will not enter the water at any stage or under any circumstances during the program.

Fire

In the event of a 'Code Red' fire warning for the region, the excursion will be cancelled.

Child Safety

The staff at 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 and compliant with both the current Victorian Child Safe Standards and new Child Safety Standards from July 2022.
- 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 Manager is responsible for ensuring that staff are suitably trained for all activities.

- The Education Manager 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 or the Education Manager who will then discuss 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 Manager.

Emergency procedure

In the event of an emergency, the school will coordinate any first aid or evacuation response with the support of Dolphin Research Institute program staff. It is the responsibility of the school to provide all medical equipment, documentation and staff training in accordance with school policy.

Emergency details

- There is good emergency vehicle access to both locations during the program.
- Mobile phone coverage is reliable at the program location.
- Frankston Hospital is approximately 15mins drive from the first program site and closer for the second.