



## **Safety Guidelines and Risk Management**

**Workshop:** Catchment (Bayside Schools)

**Location:** Elster Creek, Elwood Canal near Murphy Street and New Street, Elsternwick Park Nature Reserve and Elsternwick Park Playground (north).

### **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 Elsternwick reserve where there is a retarding basin, surrounded by suburban streets. We look at Elsternwick Creek, investigating the correlation between the water quality and macroinvertebrate biodiversity, with the flow of storm water through the system.

The second part of the program will see students conducting a litter pick up and sort focusing on types of rubbish and most importantly solutions. It is expected that the students will return to their schools and educate their peers about their findings.

### **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, footpaths and grassy areas which may be muddy in winter, especially alongside creeks.

### Bites, Stings and Cuts

Snakes are not generally an issue at this time of year, however there may be ants and spiders. Ambassadors will be reminded to take care where they put their hands. Gloves will be available to use. When collecting litter, Ambassadors can use tongs to avoid picking up rubbish directly and advised not to collect sharps

### Water borne infections

The safety of the water quality will be assessed by one of the team and not collected if deemed unsuitable. Ambassadors will be reminded to wash hands with soap and water (or sanitise if not available) after the activity.

### 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.

### Threats posed by members of the public

In the event other groups/public are using the site to the detriment of the Ambassadors, every effort will be made to move to a nearby location and take action (call police) where necessary. School staff will facilitate toileting as per school policy.

### Traffic control

Most of the workshop will be conducted away from general traffic. Where there is a need to cross the road, Ambassadors should do so with their designated adult.

### 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 during the program.
- Mobile phone coverage is reliable at the program location.
- Cabrini Hospital is 20 minutes away