



Risk Management Plan

This Risk Management Plan outlines our commitment to ensure all players, team management, officials, volunteers and spectators are provided with a safe environment whilst at basketball. All players, team management officials and spectators will have seen and adhere to Tauranga City Basketball Codes of Conduct. This is attached, and will be placed on notice boards around the venue.

Facility Control

Tauranga City Basketball Association and Bay Venues are responsible for ensuring that the venues used for competitions and activities are safe. Some measures that can be taken include:

1. Ensure building, facility and equipment inspection plans are checked. So ensure playing areas are safe by means of padding, no problems with the flooring and there is proper lighting.
2. Seating to be checked to make sure there is enough and that it is safe e.g. no sharp edges, not too close to the court.
3. Consider the safety of spectators through the use of protective barriers.
4. The playing surface should be regularly checked for potential hazards that could cause injury before play is permitted. The obligation to remove dangers also applies to other areas.

Equipment

Basketball equipment is often considered uncomplicated, to be uncomplicated attention is not often paid to its maintenance and up keep; Tauranga City Basketball Association should therefore:

1. Implement a regular system for inspection of facility equipment, with records kept.
2. Ensure major repairs are carried out by the relevant experts.
3. Instruct users on the correct way to use the equipment.

Miscellaneous

In general:

1. Basketball rules are designed with safety in mind, particularly in respect of safety equipment.
2. Medical staff should be on hand at events, or available if required and Tauranga City Basketball Association will have contact numbers for ambulance, hospital and nearby available doctors at control desks for easy reference.
3. Infectious diseases' policies, e.g. blood bin, should be developed. First aid kits must always contain surgical gloves for use when handling bleeding people.
4. Basketball New Zealand's anti-doping policy should be implemented.
5. React promptly to the cause of an accident. Accident reports should be made, including details of the people involved, witnesses and what actions were taken afterwards in order to correct the situation (if possible).
6. Educate and train all staff to perform their roles effectively and safely, this may include general first aid courses.
7. Develop checklists for maintenance routines (equipment and facilities).



Dangers	People	Equipment	Environment
<p style="text-align: center;">Risk Accident & Injury</p>	<ul style="list-style-type: none"> • Inappropriate attired participants e.g. footwear etc. • Inadequate injury management policies (blood rule, availability of ice, inadequate first aid training). • Players sharing drink bottles. • Officials not having sufficient experience to officiate certain level games. • Verbal abuse of players or officials during games. • Abuse or harassment of coaches or officials 	<ul style="list-style-type: none"> • Nets dangling from baskets • Mouth guards not being worn correctly • Jewellery • Basketballs, incorrect size for competitions. • Loose balls on courts from warmups or other games. 	<ul style="list-style-type: none"> • Unsafe equipment (rings, backboards, backboard supports). • Slippery or unsafe floors (water, sweat or dust on court, insufficient “run off” around court). • Injury when moving large equipment. • Heat / cold in indoor stadiums. • Slippery floors in changing rooms. • Unsafe seating.
<p style="text-align: center;">Risk Management Procedures</p>	<ul style="list-style-type: none"> • Participants are made aware of safety procedures/considerations for games. • Make sure plenty of ice for injuries. • Have blood kits made up and on each court. • Participants are checked for appropriate attire for games. • Participants are familiar with rules for activity. • Codes of conduct and rules are visibly displayed around the venue/s. • Officials to be observed on court by evaluators 	<ul style="list-style-type: none"> • Facility and equipment check daily. • Mouth guards to be worn correctly in the mouth. • Jewellery to be removed prior to game starting. • Teams to be informed of ball size for each competition. Balls to be put away after warmups. 	<ul style="list-style-type: none"> • Venue Controller to check playing areas prior to games starting. • Venue Controller to ensure there is sufficient space available before each game. E.g. team bags etc. • Have register to record injuries. • Regularly check equipment and use experts where appropriate. • Prohibit and police hanging on the rings. • Conduct an annual audit of the facility and identify risks.

Management Procedures:

- A phone on hand at all venues to call for emergency first aid
- First aid kit and ice available at all venues
- There is access to hand wash / hand sanitizer for players before and after games.
- Establish a clear communication process for first aid treatment



- Establish that venue management assume control of all people in the building at the time any evacuation is required.

Policies & Recommended Guidelines:

- Only the most appropriately skilled personnel be responsible for coordinating the event.
- The Tauranga City Basketball staff, Venue Controllers familiarise themselves with the facilities and the equipment prior to the activity starting.

Skills Required Coordinators & Volunteers:

- Positive and enthusiastic attitude toward the event and participants.
- Good communication skills
- Good planning and organizational skills
- Committed to working in a team, and contributing to a well-run activity.
- Clear understanding of their roles and responsibilities.
- Clear understanding of the rules / regulations for the activity.