

## High Risk Activity – International touring team (Beijing and Jinan, China)

Activity	Risks	Safe Trips Away reference	Risk Management strategies	Who is at risk?	Level of Risk	Likelihood
Travel	Terrorism, crash, catastrophic breakdown, un-roadworthy local vehicles, train derailment	Pg 5 (1.3)	<ul style="list-style-type: none"> <li>Travel with reputable airline companies, using familiar local guide and business class train-fares</li> </ul>	Whole team	Severe	Rare
Accommodation	Hygiene, room security, fire-risk, mini-bars, water quality	Pg 16, 17 & 18 (2.4)	<ul style="list-style-type: none"> <li>Work with familiar local guide,</li> <li>Supply copious amounts of bottled water,</li> <li>Ensure guide stays on-site,</li> <li>Allocate athletes to rooms in pairs (same-gender)</li> <li>Make pairs similar age / friendship where possible (to assist with the 'culture-shock')</li> <li>Ensure: <ul style="list-style-type: none"> <li>rooms can be locked internally,</li> <li>fire-stairs &amp; alternate exit are available,</li> <li>mini-bars removed (but fridges available),</li> </ul> </li> <li>Allocate rooms, where possible, on same floor (or sub-groups, if not possible, then allocate staff across each floor),</li> <li>Maintain an 'Open Door' policy when athletes of different gender are visiting others' rooms ,</li> <li>Provide Team Management with a list of all room numbers,</li> <li>Ensure that team members have Team Management room number &amp; direct line</li> </ul>	Whole team	Medium	Medium

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Meals	Food poisoning, mal-nourishment due to unknown/unpalatable food	Pg 17 & 18 (2.4)	<ul style="list-style-type: none"> <li>• Appoint a familiar local guide who has travelled with Qld teams before (including appointed Team Manager) and has travelled to Australia and is subsequently aware of food needs,</li> <li>• Undertake a review of dining options for each meal,</li> <li>• Advise the team, prior to departure, to bring their own familiar food,</li> <li>• Arrange for the purchase &amp; supply of appropriate food &amp; water,</li> <li>• Ensure that gastric health &amp; hygiene medications are carried (and used as appropriate) by all team members including team management,</li> <li>• Carry spare gastric health &amp; hygiene medications</li> </ul>	Whole team	Medium	Medium/High
Cultural visits	Large crowds, security guards / armed forces, civil unrest, people getting lost	Pg 15 (2.3)	<ul style="list-style-type: none"> <li>• Ensure that the Team:               <ul style="list-style-type: none"> <li>• is briefed on local safety &amp; to stay in large sub-groups;</li> <li>• travels to well-known cultural/shopping sites;</li> <li>• always carries a motel contact- card and team manager mobile number;</li> </ul> </li> </ul>	Whole Team	Medium - severe	Medium
ASADA / WADA Compliance	Doping offence, abuse/molestation of tested athlete		<ul style="list-style-type: none"> <li>• The Team Manager must be familiar with the WADA Code and appropriate testing procedures,</li> <li>• Staff are to accompany any 'tested' athlete, to ensure compliance with WADA Code, that DCO's &amp; Chaperones are of the same-gender (ASADA Handbook, 2008,</li> </ul>	Team athletes	Mild - medium	Rare/Remote

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			<p>pg.49) and that no testing will be permitted if the procedures appear contradictory to the ASADA Code especially in relation to the use of unqualified / inexperienced DCO's,</p> <ul style="list-style-type: none"> <li>• Advise all team members that no ingestion of unknown medicines should occur, that they should carry Australian medications only and complete ATUE/TUE's as appropriate</li> </ul>			
Staffing/ Supervision	Homesickness, 'culture-shock', Mentor Coach issued with negative notice	Pg 12 (2.1)	<ul style="list-style-type: none"> <li>• Standard practice is the appointment of highly experienced team management (consistent with Safe Trips Away, Pg. 12);</li> <li>• Appoint a senior coach plus five other coaches. Ensure that all are Blue-Card compliant.</li> <li>• Team Selection: <ul style="list-style-type: none"> <li>• 17 athletes (10 female / 7 male) plus 8 supervisory staff (7 male / 1 female)</li> </ul> </li> <li>• Team manager to share a room with the mentor coach</li> <li>• Allocate athletes to rooms in pairs (same-gender) with the exception of one 18 yr old male</li> <li>• Ensure that various modes of communication are available including mobile phone, phone-card, 'Skype'.</li> <li>• Brief whole team, plus parents of swimmers, on logistics and introduce staff prior to departure</li> <li>• Give all parents two phone numbers of</li> </ul>	Team athletes	Medium - severe	Rare/Remote

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			<p>Team management to make contact with</p> <ul style="list-style-type: none"> <li>· When 'Remote Supervision' is required, announce regular 'Meet-back at times' to check on safety &amp; well-being,</li> <li>· Direct that all team members are to report to staff (preferably Team Management) when departing from &amp; arriving back at team base,</li> <li>· Direct that no athlete is to depart team base by themselves,</li> <li>· Strongly encourage team members to move about in groups of 3 or more,</li> <li>· Require all team members to carry a motel contact- card and team manager mobile number</li> </ul>			
Medical/ Allergy	Serious illness	Pg. 9 (1.5)	<ul style="list-style-type: none"> <li>· Pre-arrange 24hr medical support with the local guide and accommodation provider</li> <li>· Take out appropriate travel insurance</li> <li>· Pre-obtain allergy &amp; medical information (including details of medications)</li> <li>· Recommend that appropriate food is carried</li> </ul>	Whole team	Medium - severe	Medium
Communication	Lack of information, home-emergency requiring immediate contact	Pg 22 & 23 (2.5)	<ul style="list-style-type: none"> <li>· Brief whole team, plus parents of swimmers, on logistics and introduce the staff</li> <li>· Provide all parents with two phone numbers of team management</li> <li>· Post two preliminary letters, including 'Tips' and names/designation of whole team, to all team members home address in advance of departure</li> </ul>	Whole team	Medium	Remote

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Travel documents	Loss of passports / currency		<ul style="list-style-type: none"> <li>· Lock Passports into motel safe,</li> <li>· Carry, in two separate locations, 2 digital copies of every team members Passports &amp; Chinese visas,</li> <li>· Ensure that the Team Manager has ready access to emergency cash options</li> </ul>	Whole team	Low	
Special circumstances	Mentor Coach has been issued a 'Negative Notice'	Pg 6 (1.4)	<ul style="list-style-type: none"> <li>· Appoint a highly experienced Head of Delegation (Team Manager) who is familiar with the broad requirements &amp; implications of CCYPG Act, SAL CWP and SQ Safe Trips Away</li> <li>· Seek legal advice on the duty statement, relevant to the trip, for the Mentor Coach and his ability to travel with the team to undertake the designated activities</li> <li>· Discuss, face-to-face, the duty statement with our legal advisor and Mentor Coach</li> <li>· Appoint a female team manager who holds a 'Blue-card'</li> <li>· Appoint only ASCTA members as Team Coaches, thus ensuring that they are:               <ul style="list-style-type: none"> <li>· familiar with the ASCTA Code of Conduct and the SAL CWP,</li> <li>· not 'Prohibited Persons,</li> <li>· that they hold a 'Blue Card'</li> </ul> </li> <li>· Team manager to share a room with the mentor coach</li> <li>· A ratio of 8 'Blue Card' staff to 12 'under-age' athletes is achieved (better than 1:2)</li> </ul>	Team members aged 17yrs and under	Medium	Remote