

Southland Triathlon and Multisport Club 11 Jackson Street, Invercargill 9810

Event Name	Southland Schools Junior Adventure Race
Event Date	18th and 19th November 2025 at Oreti Sands Golf Course, Sandy Point, Southland
Start Time	09.00am
Expected Finish Time	03.00pm
Race Director	Ginge Burnett
First Aider	Liz Gill
Event Age Categories	12 to 16 year olds
Expected number of entrants	800 (approx 400 per day)

Known hazards are managed through one of the following methods

E Eliminated - with control the hazard presents no risk

I Isolated - with control the hazard is present but people are protected from it

M Minimised - with control the risk is present and people are exposed to the hazard in a controlled manner

Severity of harm is graded as if exposure to the hazard was to occur through the control failing causing harm

1 Low - can be remedied quickly and simply - ongoing effects unlikely

2 Moderate - may require internal / external assistance - ongoing effects may occur

3 High - will require external assistance - ongoing effects likely the harm may occur to people, property or process

In addition to this instructors/volunteers are to do a complete site hazard check on the day of the event and manage any hazards accordingly. As a minimum any minor hazards relevant to the event need to be eliminated, or isolated and disclosed in the briefing. If significant hazards exist inform the event manager immediately before beginning the activity. The Event Manager will assess the hazard and the activity may need to be significantly modified or possibly even cancelled.

Generic Hazards

Hazard rating	Hazard needing to be managed	Management Strategy
M2	Competitors in 'competitive mode' and disregard personal/team safety	In the briefing highlight the need to follow safety instructions at all times and to 'think safe' despite the desire to 'go hard'. Consider a 'sin bin' stand down period for any students/teams showing a disregard for safety or time penalties
M1	Emotional trauma by feeling forced to participate and/or being uncertain that their skill level matches the task	Structure the challenge so that participation is not compulsory. Monitor participants and give individual skill instructions to those that require it. Ensure there are no penalty points (taken from the team) for a team member not participating, but instead reward teams with bonus points if all team members take part
I1	Inappropriate clothing/footwear resulting in injury, hypothermia, hyperthermia, sunstroke...etc	Ensure all participants are dressed appropriately for the specific activity and the environmental conditions at the time.
M1	Adverse weather conditions compromise the safe running of the challenge	If current (or changing) weather conditions present a safety hazard to the participants, halt the activity immediately and contact the event manager who will advise on appropriate course of action.
M1	Pre existing injury aggravated or medical condition triggered	All participants to complete a medical form prior to taking part. Any serious concerns/issues will be passed on to instructors by the event manager. Activity instructors to do a verbal check at briefing for any potential medical issues.
I1	Litter being left in the challenge area by participants	Ensure all participants take their litter with them or dispose of it in rubbish bins if nearby. Activity specific hazards needing to be managed
M2	Conflict with other users- collisions with other competitors or vehicles	Ensure we have permission to use land, route maps are available to participants, event crew are organised and aware of risks and event crew are warned and present at identified danger spots. Bike helmets are compulsory.
M2	Illness, injury or death suffered during the course	First Aid on site and with the tail end marshals, trained first aiders on the course. Event crew to be on mobile phone/radio communications to alert the race director or call for medical help
I1	Participants leave the activity area and are unable to find their way back.	Ensure the participants have been briefed on the boundaries for the activity area. Ensure each group (or sub-group) has at least one whistle and brief them if they get very lost and confused they are to stay where they are and blow their whistle. Phone number on maps

Water Stage/Kayak		
Hazard Rating	Hazard needing to be managed	Management Strategy
E3	Participants that are weak swimmers and/or first time kayakers	Ensure all participants are wearing a correctly fitted PFD at all times while on the water. Check in briefing to see if there are any nonswimmers in the group that may need closer monitoring.
E1	Lack of understanding of the challenge resulting in injury	Instructors/volunteers running the challenge are fully briefed and understand the task. They deliver a comprehensive briefing to students at the start of the challenge outline tasks, hazards, points scoring
E2	Participants falling out of the kayak/canoe/vessel	Ensure all participants are wearing a correctly fitted PFD at all times while on the water. Brief them on what to do in the event of capsizing. Ensure there are sufficient numbers of safety kayakers on the water and in position to offer immediate assistance.
E2	Poor water quality - ingestion or immersion in contaminated water causing illness	Ensure the water is visually checked for algae /foreign bodies before event. Check for warnings from appropriate sources before event ie: ICC, SDC, GDC, ES. Change plans if necessary
E2	Poor water conditions - hypothermia and/or drowning risk to event crew or participants	ENsure that weather has been checked and modify course if needed. Abandon water activity if conditions are not suitable and will put participants and event staff at risk
M1	A participant being hit by another participants paddle or kayak	Disclose the risk in the briefing. Ensure the venue has enough space for the maximum number of kayaks to be maneuvered safely. Ensure that participants do not run holding paddles as part of the activity.
E2	Equipment to be used of insufficient standard.	Ensure all Kayaks/PFD's and paddles meet appropriate safety standards before use in activities.
E1	Damage to surrounding environment	Ensure access permission has been arranged to use the area where necessary. Advise all participants to stay in the designated area. Ensure activity keeps any environmental impact to a minimum.
M1	Equipment is lost during activity	Brief participants to hold onto paddle and kayak if they fall out. Ensure there are sufficient numbers of safety kayakers on the water and in position to offer immediate assistance and locate lost equipment.

Trekking/Orienteering Stage		
Hazard Rating	Hazard needing to be managed	Management Strategy
M1	Steep slippery slopes, uneven ground, vegetation (eyes), steps, concrete areas (slippery when wet, unique hazards specific to site.	When planning the course avoid purposely planning route choices that go past/along areas recognized as presenting a hazard. Brief the participants on types of hazards that they may encounter in the area
M2	Vehicle hazards when crossing major roads	Try to avoid having the course cross over major roads. If this is not possible ensure there are designated crossing (compulsory) points over any major roads on the course and ensure all participants are briefed to use them.
M2	Vehicle hazards on minor roads and in carparks	Disclose risk in briefing and suggest alertness and common sense used when crossing minor roads and moving through carpark areas.
M1	A participant gets injured so that they are unable to make their way back to the finish.	Brief participants that if someone in the team gets injured, such that they cannot continue back to the finish. Two team members need to go directly to the finish to alert the teacher and officials so assistance can be organised.
M1	A participant gets injured but is able to make their way back to the finish with the assistance of the group.	Brief that in this situation the whole group must make their way back to the finish with the injured member before continuing on.
M1	Participants are late back to the finish	Reinforce strongly the importance of time-keeping and the penalties for arriving back at the finish late.
E1	A public area with other users, dogs...etc.	If the course goes through a public area, brief participants to respect other users and to give all animals space
E1	Damage to the local environment on public and private land.	Ensure access permission has been arranged to use the area where necessary. Advise all participants to respect the area, particularly areas of gardens and native bush, animals, fences, gates, machinery.
M1	A control flag/marker is moved or is missing	Brief the participants not to remove or tamper with the controls and that if they are certain that they are at the control site, but the control is missing, to continue on and report missing control to officials when finished
E1	Map get wet and becoming illegible	Ensure plastic ziplock bags (or similar) are provided for all competition maps and brief participants to leave maps inside the bags to protect them.

Mountain Bike Stage		
Hazard Rating	Hazard needing to be managed	Management Strategy
M2	High speed collision with another object or person	Disclose risks of high speed (controlled or uncontrolled) in briefing and ensure a correctly fitted safety helmet is worn by all riders. Recommend participants ride within their ability levels.
M2	Participants riding off course (either intentionally or accidentally) and having a collision with another object.	Ensure the course is well marked and defined and brief participants that they need to follow and stay on the marked course.
I2	Bonus activity e.g. tyre change, removal of brakes/wheels/chain (if included in challenge) results in the bike not being reassembled safely.	If a bonus activity is included that involves modification of bikes ensure each bike has a safety check before continuing.
M2	Collision due to not knowing how to use the bikes brakes and gears.	As part of the briefing do a quick lesson on how to safely apply the brakes to slow down and how to correctly change the gears
I2	Uneven surfaces, slippery surfaces, steep sections, unstable ground, unique hazards specific to the site.	Challenge briefing to disclose these risks and to include instructions to 'walk the bike through any sections that you feel uncertain about riding over'. Explain ways to do this safely. Ensure the course is appropriate for the level of the participants.
I2	Eye injury caused by mud being flicked up and /or vegetation at eye level close to track.	Disclose risks in briefing and suggest wearing eye protection or dropping back if the rider in front is flicking up mud. Suggest they try to avoid vegetation at eye level. Where practical ensure the course is free of eye level vegetation.
E1	Damage to local environment	Ensure access permission has been arranged to use the area where necessary. Advise all participants to stay on the marked tracks only. Ensure the course avoids any environmentally fragile areas.
E1	Team supplied bikes that are not maintained very well such they present a safety risk.	Ensure all bikes to be used have brakes and gears that work safely and stoppers on the ends of the handlebars. If a bike is deemed unsafe this cannot be ridden and will have to be pushed/run around the course.
E1	Helmets that are not of sufficient safety standard	Check all helmets to be worn. If they are not up to safety standards then they cannot be used.

Additional hazards		
Hazard Rating	Hazard needing to be managed	Management Strategy
I2	Glass in ponds	All students to wear footwear in the kayaks.
I2	Warratahs sticking out near ponds	Cover with yellow caps and advise participants to stay with boats and not take shortcuts away from the course
I3	Swimming unsupervised in areas not covered by volunteers	Advise students and managers that any swimming in the sea/river or any other unsupervised areas will result in automatic disqualification
	Portaloos	Will be hired from Marquee and Party Hire. 4 x loos. They will be secured against any wind using truck strops and warratahs.
	Long grass	Remind students to take medication if required for hay fever, or allergies.
	Portable Toilets	Supplied by Marquee and Party Hire and tied down by them using warratahs and strops.