

TOMAREE TRIATHLON CLUB – Club Race Risk Management Plan

Draft Version 1.0

Scope	The following plan refers to the implementation of a club triathlon event.
Nature of hazards	<p><i>As part of the process of safety self-regulation, all persons engaging in this activity should identify the hazards, assess their significance and manage the potential risks including any additional hazards not mentioned here.</i></p> <p>Triathlon involves potential risk in each of the disciplines involved. Hazards that may be encountered in this activity include:</p> <ul style="list-style-type: none">• equipment (e.g. bicycles, bicycle racks)• obstacles• traffic• dehydration• fatigue• collisions• biological hazards (e.g. marine stingers)• environmental hazards (e.g. adverse weather conditions)
Level of risk	<p>Participation in triathlon involves some risk.</p> <p><i>However, the categorisation of these conditions is subjective and the actual degree of risk is best ascertained by persons with intimate local knowledge present at the site of the activity – primarily the Club Race Organiser and Race Coordinators.</i></p>
Minimum supervision	<p>A CLUB RACE ORGANISER (or his/her delegate) will be present to take overall responsibility.</p> <p>Competition officials - Club Race Organiser and Race Coordinators will have the qualifications set out below.</p> <p>Officials at the swim leg will have:</p> <ul style="list-style-type: none">• the ability to effect a recovery of a participant from the water• the ability to perform cardiopulmonary resuscitation.
Qualifications	<p><i>The qualifications listed in this section are minimums for each type of situation. Leaders are encouraged to seek training to raise their qualification level above the minimum listed.</i></p> <p>The Club Race Organiser will be:</p> <ul style="list-style-type: none">• a registered club member with competence (demonstrated ability to undertake the activity) in the organisation of triathlon events• an adult with competence (demonstrated ability to undertake the activity) in the organisation of triathlon events <p>The Race Coordinators will be:</p> <ul style="list-style-type: none">• a registered club member with competence (demonstrated ability to undertake the activity) in coordinating triathlon events• an adult with competence (demonstrated ability to undertake the activity) in coordinating triathlon events <p>The event marshals will:</p> <ul style="list-style-type: none">• be over the age of 16 years• have knowledge of, and an ability to perform, first aid procedures• understand and enforce rules

Minimum equipment

Bicycles will be inspected. Those that fail a mechanical inspection will not be used.

Helmets must be worn for the cycle leg and be of the type approved by Standards Australia.

A first aid kit will be available at all venues where these activities are conducted.

Hazard reduction

Organisers will:

- inform participants of the details of activities and marshalling to be provided
- obtain written consent from participants.
- obtain parents' (or caregivers') written permission for any children to be involved.

Participants will be capable swimmers, cyclists and runners.

Participants will wear footwear for the run and cycle legs and swim suits and/or wetsuits during the swim leg.

Management of Activity

Time of the day or season of the year will be considered when planning events to minimise heat stress and dehydration.

The maximum recommended distances for age-groups are as follows:

	Swim (m)	Ride (km)	Run (km)
12 & Under	?	?	?
13-14 years	500	12	3
15-16 years	600	16	4
17 & Over	750	20	5

The course configuration will be designed to ensure the health, safety and welfare of all participants and officials.

The course will be selected in consultation with police and local authorities.

All course legs will:

- be around a circuit, round robin or loop
- be point-to-point
- avoid crossing themselves or another leg
- be designed to minimise laps
- avoid head-to-head confrontations (out and back)
- be designed to emphasise safety

As much of the race course (bike and run) as is feasible will be closed to other traffic. Police may be requested to provide assistance.

Written permission will be obtained from public and/or private entities to use the course.

The Club Race Organiser will select the swim course using the following considerations:

- the course will be reasonably protected from potentially adverse weather conditions
- the course will be designed so that emergency procedures can be carried out from all sides of the course
- a triangular course is desirable - out and back' courses will be avoided
- the course will be defined by brightly coloured buoys
- any hazards will be removed, where possible, or clearly identified
- start and finish areas will be firm, clean, clearly marked and free from potential hazards

The Club Race Organiser (or his / her delegate) will select the cycle course using the

following considerations:

- the course will be a wide, hard surfaced roadway with exclusive use, if possible
- head-to-head confrontations and the number of laps will be minimised
- normal vehicular traffic patterns will be followed to allow cyclists to ride with traffic
- railroad tracks, bridges with grates and drawbridges will be avoided
- sharp turns and/or right hand turns across traffic will be minimised
- quick succession of turns in opposing directions will be minimised
- stop signs and traffic lights will be avoided

The Club Race Organiser (or his / her delegate) will select the run course using the following considerations:

- overlap with or crossing of bike leg will be avoided
- runners will run facing traffic
- the course will provide reasonably flat and firm footing

The Club Race Organiser (or his / her delegate) will select the transition area using the following considerations:

- crossings at the entry/exit points and in the bike corral will be avoided
- The bike corral will be:
 - located immediately adjacent to a hard-surface roadway
 - large enough to provide 3-5 metres between bike racks (if used); and
- have wide enough spaces between the rows of bike racks to permit multiple side-to-side bicycle mounting and dismounting
- when bike racks are provided, a range of race numbers will be assigned to each rack, with specific spaces for each student
- transition distances between course legs will be avoided.

The Club Race Organiser (or his / her delegate) will ensure:

- support vehicles are registered with the Roads & Traffic Authority, NSW
- support watercraft conform to the regulations of the Department of Waterways.

Prevailing weather conditions will be considered. If weather conditions are unsuitable, the activity will be curtailed and appropriate shelter will be sought.

Medical Security

A medical treatment and evacuation plan will be arranged to include:

- location and operation of the medical headquarters station
- operational procedures for the ambulance/s
- location and operation of all aid stations
- communications support to medical operations
- location of all convenient medical facilities adjacent to the course
- listing of expected medical staff

Aid stations will be provided:

- at the transition area from time of check-in until at least one hour after the close of the race
- before and after swim
- as often as possible in the run

Adequate water will be on hand at all aid stations.

It is recommended that refreshments be provided after the race.

Swim Leg

A water safety plan will be developed to include:

- positioning of lifesavers, observers, monitors, stations, rescue craft
- instructions for covering all triathletes and identifying swimmers having difficulty;
and
operational procedures for making a rescue

The water safety plan will be practised before the triathlon.

The swim course will be supervised by skilled aquatic personnel:

- one swim course marshall and rescue craft per 50 adult participants
- one swim course marshall and rescue craft per 20 child participants

Swim cut-off times will be established - suggest 35 minutes per kilometre.

The Club Race Organiser (or his / her delegate) will use a wave group start of not more than 150 swimmers whenever a triathlon starts with the swim leg.

The time interval between waves will be flexible to minimise problems during the swim leg and the formation of packs on the bike leg.

A procedure will be implemented to account for all swimmers at the start, during the race and at the swim finish. Swim-leg dropouts will be accounted for. It is mandatory that all participants wear brightly coloured swim caps.

Cycle Leg

Maximum police assistance will be sought in conducting the course.

All turns, turnarounds, traffic hazards and high-risk intersections will be marked and monitored with signs at least 50 metres before the hazard.

Race in progress' signs will be used. It is recommended that arrangements be made with the police to reduce traffic speed on the course.

All cycle turns will be kept free of sand and gravel.

A 'sag wagon' will patrol the cycle course at the end of the leg.

Cycle cut-off times will be established - suggest 30 minutes per 10 kilometres.

Traffic regulations must be obeyed at all times during the cycle leg.

Any controlled intersections (i.e. traffic lights) and major uncontrolled intersections will be manned by police and/or race marshals.

Run Leg

An aid station will be provided within 1 kilometre of the start and thereafter every 2 kilometres. It is recommended that cold water be provided rather than flavoured drinks.

Aid station personnel will include spotters' who can recognise a distressed, hyperthermic and/or dehydrated runner.

Transition

Toilets will be available at or near transition areas.

Change areas will be provided.

A medical headquarters station will be established in the transition area.

Radio communications will be provided near the medical headquarters station.

Debris will be removed from the running surface.

Spectators and vehicles will be kept clear of the area.

Pre-Race Check-In

Participants will be informed of:

- physical layout of the course, presented by map and description, including unusual course hazards, medical and aid station locations, competition rules and any local course rules
- race-day check-in procedures.

All cycles and helmets will be inspected before the event. Unsound equipment will not be used.

Pre-Race Briefing

Participants will be informed of:

- Current Water And Air Temperatures;
- starting procedure and start signal;
- procedure for summoning aid during the swim
- finish procedures and cut-off times for each leg and the finish
- any alterations to the course or procedures
- their obligation to notify race officials of withdrawal or dropout

The length of pre-race briefing will be minimised so participants do not get cold.

Medical officers will remove incapacitated participants from the course.