



RISK MANAGEMENT PLAN

- Nearest Hospital? Bangkok Hospital Phuket, 2, 1 Hongyokutis Rd, Tambon Talat Yai, Mueang. Phuket. 83000. +66 076 254 425 (30 minutes from Thanyapura and Cassia, 17 minutes from NH Boat)
- All hotels will have an overnight nurse staying on site. Their location and contact details will be communicated beforehand to all involved

Name of Event: FOBISIA Swimming	FOBISIA Swimming	Location:	Thanyapura Phuket
		Date of Event:	1st - 4th February 2024
Name of Risk Assessor(s):	1) Paul Rotheram – Director of Teems Global	Date of Assessment:	6th September 2023 Updated 10th November
		Date of Review::	tbc

HAZARD	WHO MIGHT BE HARMED/AFFECTED	POTENTIAL IMPACT OF RISK	ACTION REQUIRED BY HOST & Communication required to individual schools Director of Sports / AD
1. Bus Transport			
Safety precautions of all transport vehicles during the event.	All those persons participating in the event in any way.	All vehicles used will be from reputable companies with experience of International school events. All participants and their coaches will be briefed on the safety precautions in place prior to the event.	<ol style="list-style-type: none"> 1. Fully functioning seatbelts will be present and used by all participants before transport proceeds. 2. Staff running the airport / hotel transportation services will notify all participants of the requirement to wear seatbelts before leaving the venue. 3. Individual schools and coaches have responsibility for their own participants.

2. Sports Activity

<p>Inappropriate / unruly behaviour by participants</p>	<p>All those persons participating in the event in any way.</p>	<p>Event briefing given by tournament director and reinforced with daily briefings will cover swim meet specific details.</p> <p>Coaches are responsible for their students/ participants</p>	<p>FOBISIA is a friendly organisation and all participants should be made aware of this and act in an appropriate manner.</p> <p>Individual schools and coaches have responsibility for their own participants.</p>
<p>Inappropriate behaviour by spectators</p>	<p>All those persons participating in the event in any way.</p>	<p>Event briefing given by the tournament director will cover swim meet specific details. Information pack containing expectations to be circulated prior to the event.</p> <p>Spectators may be asked to leave site if their behaviour is deemed inappropriate by the Tournament Director or venue staff for the event in coordination with lead Thanyapura representative staff.</p>	<p>FOBISIA is a friendly organisation and all spectators should be made aware of this and act in an appropriate manner.</p> <p>Coaches are responsible for the behaviour of spectators from their school.</p>

Swimming	Students	<p>Unsuitable swimmers for the event.</p> <p>Tired swimmers</p>	<p>Thanyapura SOP arrangements in place for safe swimming operations.</p> <p>Individual schools ensure students are appropriate for the event and capable of competing in the events entered. They will have been coaches prior to the event.</p> <p>Qualified and trained lifeguards on pool sides at all times. Clearly identified by their uniform.</p> <p>Advance communication of schedule to all schools.</p> <p>Daily coaches briefings</p>
3. Security (Hotel and School)			
Security and clash with public	All those persons participating in the event in any way.	Coaches are responsible for the behaviour of their students.	<ol style="list-style-type: none"> 1. The event location (Thanyapura) has a perimeter fence and an onsite security team in operation 24/7. 2. Monitored by Tournament Director. 3. Visiting parents will be clearly identifiable as event participants by lanyard/sticker/bracelet
An 'unauthorised' event taking place	All those persons participating in the event in any way.		Daily briefings will be given by the tournament director. Any non sanctioned FOBISIA Swimming event will be solely the responsibility of individual schools

<p>Accommodation suitability</p>	<p>All those persons staying at Thanyapura, Casia, Angsana, NH Boat Lagoon</p>	<p>Hotel has been inspected and staff have been informed to remove glassware, alcohol and irons.</p> <p>Rooms to have been inspected by accommodation staff prior to check-in (snakes, glassware, irons).</p>	<p>Balcony doors remain closed at all times.</p> <p>Representative from Teems will be staying in each hotel</p> <p>Each hotel will have an onsite nurse, clearly signposted and details communicated beforehand</p>
	<p>Thanyapura Cassia NH Boat</p>		<p>Two stories high Five floors high Four floors</p> <p>All emergency exits are checked to ensure they are clear. No smoking floors throughout all hotels Balcony Doors locked Schools located in the same area with adjacent staff rooms (signage provided)</p>
<p>Large number of people on site, many who may not be familiar with the layout of the premises</p>	<p>All those persons participating in the event in any way.</p>	<p>Spectators will be allowed to follow the matches from the appropriate and signposted spectator areas</p>	<p>An event specific webpage has been shared amongst the FOBISIA community and provides details on the schedule for the swim meet, Thanyapura, and the logistics of the event. Thanyapura is a purpose built Sports venue Suitable signage will be in place at the resort. Appropriate swimmer / coach only areas will be created.</p>



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<p>Suitability of participants to take part in the event</p>	<p>All those persons participating in the event in any way.</p>	<p>The FOBISIA community has detailed information on the requirements for the event participants..</p>	<p>The nature of the event would determine the criteria for selection of the participants.</p> <p>Coaches are responsible for their own participants.</p>
<p>Security of personal effects</p>	<p>All those persons participating in the event in any way.</p>	<p>Event briefing given by the tournament director who will cover swim meet specific details.</p>	<p>24/7 security at Thanyapura, NH Boat and Cassia Daily briefings</p>
<p>Safeguarding</p>	<p>Student participants</p>	<p>This will be addressed by the tournament director at the briefing the day before the event.</p>	<p>All adults who have the potential to interact with students will be given safeguarding training by the Director of Teems with responsibility for Safeguarding (Paul Rotheram)</p> <p>Appropriate contact details for the tournament director will be shared to all coaches, students and parents in case of concerns.</p>

Lost pupil	All those persons participating in the event in any way.	All event staff who are clearly identifiable will be monitoring throughout the event acting as a preventative measure to mitigate this risk.	1. Individual schools and coaches have responsibility for their own participants.
4. Student Allergies/Medical Conditions			
Catering / Vendor issues	All those persons participating in the event in any way.	The resorts will be providing the catering facilities for the entire event and they are an internationally known company with a high standard in catering services, and a full-time functioning restaurant.	Coaches and schools have been asked to provide any allergies and concerns in advance of the swim meet so appropriate procedures can be put in place to ensure the safety of participants. Medical team on duty at all times during the swim meet in case of emergencies.
Sporting injuries / Medical emergency	All those persons participating in the event in any way.	Medical care will be provided on site during the day. Medical Emergency details will be given at the briefing, detailing exact locations and procedures for schools to follow.	Water stations available on site Medical centre located on site during the day Access to basic first aid is available overnight. Hotel reception staffed 24hrs a day. Emergency ambulance on standby on site during the day

Dehydration	All those persons participating in the event in any way.	Water stations are available throughout the venue, and are also available within the hotel and communal areas.	Medical centre located on site Emergency ambulance on standby on site
Excessive exposure to the sun	All those persons participating in the event in any way.		Event briefing given by the tournament director will cover swim meet specific details. Suitable shading provided in all areas
Poor / aggressive sportsmanship by participants	Tournament participants.	Tournament Director and individual coaches to monitor the participant's behaviour.	Coaches are responsible for student's behaviour. Repeat and excessive poor behaviour could mean that individual players are banned from participating.
Unsuitable or untrained individuals involved in the event, allegations unsafe practices	All those persons participating in the event in any way.		Tournament Director and individual coaches to monitor and address should this arise.
Interaction of any contractors or unauthorised access	All those persons are participating in the event.		Event staff will be at hand to monitor.
High level of vehicular movements on the site	All those persons participating in the event in any way.	There is a separate entrance road and car park available to access the venue. No vehicle entry points are located around the playing areas	Shuttle bus services will be in use throughout the meet to avoid any pupils physically walking on roads or dangerous vehicle zones. All shuttle pick-up and drop off points do not require participants to cross roads to minimize risk.

5. Others

Venue suitability -	All those persons participating in the event in any way.		
Emergency Communication	All those persons participating in the event in any way.	<p>Details of emergency communication lines will be advised to all event support staff before the event takes place.</p> <p>An event briefing will take place prior to the event with key communication information being shared to all organizing staff and assistants.</p>	<p>In the event of an emergency (for example lightning) the tournament director will provide a sharp blast of air horn. This emergency information will be detailed to all participants and coaches at the event briefing.</p> <p>The use of radio or mobile phone communication will be in operation.</p> <p>An event briefing will take place prior to the event with key communication information being shared to all organizing staff and assistants, and event participants.</p>
Suitability of the premises for the activity (Welfare/changing/access)	All those persons participating in the event in any way.	Welfare and changing facilities are provided at Thanyapura	The location of these facilities will be provided to coaches and participants prior to, and on the day.

6. Adverse Weather

Lightning	All those persons participating in the event in any way.		Daily briefings with coaches
AQI			<p>Appropriate time of the year in Phuket, Thailand to host (not too hot or storms not expected)</p> <p>Monitoring of various weather, AQI and lightning apps plus human monitoring of very local weather.</p>



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Nearest Police stations:

Thanyapura: Tha Chatchai Police Station, 57XW+26V, Mai Khao, Thalang District, Phuket 83110 (25 mins drive)

Cassia: Choeng Thale Police Station, 196 Srisoonthorn Rd, Choeng Thale, Thalang District, Phuket 83110 (11 mins drive)

NH Boat: Kathu Police Station, 46 157, Kathu, Kathu District, Phuket 83120 (25 mins drive)

Monitor and review the control measures in place for the health and safety of all staff, students and visitors to the competition and change if necessary. Risk Assessment should be reviewed at the end of each Competition.



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Welcome

- Schools met at the airport? **Thanyapura or volunteer staff will meet schools with clearly identifiable signage**
- Transport from Airport to Hotels? **Local bus company to provide. Safety checks on file**

Thanyapura / Casia Hotel

- Who will be on site? **Teems Representatives; Event staff Team Staff/Coaches; Resort Resort staff; Participant Parents**
- Lanyards for coaches, teachers, parents etc? **Thanyapura to provide sticker/wristband to identify parents**
- Suitable parking? **Sufficient parking space is available**

Accommodation

- Balconies - **will be locked at all times**
- Locks on doors/toilets/showers - **will be checked prior to check in**
- Glass tables/bottles in the rooms? **Will be removed**
- Schools grouped together
- Separate sexes - **Girls & boys will be on separated**
- Teacher/Coach posted nearby and signposted on their doors

Swimming

- Event Schedule? Times between races; waiting around etc; schools travelling from hotel off-site; **Teems to provide 2/3 months before tournament; will be member checked to spot clashes/omissions etc**
- Format - Same as last years event and as per the website meet information **TASA regulations will be followed**
- officials / Timekeepers - **They will be briefed and have previous experience at a TSA event - DQ and Appeal system communicated in advance**

- Shade - **Shade/seating area provided around the pools**
- Water stations. ; **Positioned around Thanyapura**
- Transport between venues? **Timetables and allocated buses per school. Shared and checked with each school in advance**
- Thanyapura maps? **Will be created and displayed around the site and shared beforehand**
- 'School Zones' signposted and numbered? **Included on Map and shared prior to the event plus available on site.**

Coaches/Teachers

- Coaches room for briefing - **Yes a daily briefing will be provided**
- Food/snacks? - **Not necessary; Catering is full board. Food vendors also positioned around the pitches**

Weather

- Rain
- Lightning - **Adhere to Thanyapura Lightning Policy; information shared with coaches staff and parents; implemented by tournament director (Paul Rotheram)**
- AQI (different measurements for U11 compared to U19?) **Adhere to Teems AQI policy; information will be disseminated**

Medical

- Medical **Medical centre open during the day and staffed with Thanyapura medical team. Ambulance will be on standby at Thanyapura**
- AED/Defibrillators - where are they? **Various locations on site at Thanyapura and Casia resort**
- Nearest Hospital? **Bangkok Hospital Phuket, 2, 1 Hongyokutis Rd, Tambon Talat Yai, Mueang. Phuket. 83000. +66 076 254 425**
- Emergency access? **Ensure a clear pathway; food vendors do not block access.**



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Food

- Hotel Food/Allergies - Catering team to ensure all ingredients are nut-free; dietary signs will be displayed; Schools to send Dietary requirements in advance
- Vendors - Cash or QR; Foreign schools wont have banking apps - Teems to check with Vendors in advance; cash option; outside vendors (a notice sign will say eat at your own risk)

Gala Dinner

- Contingency plan (Rain, Lightning, AQI) - Indoor conference room has been provided
- Trophies/medals -
- T-Shirts -
- MC/Compere -

Facilities

- Swimming Pool (leisure pool) - Unauthorised activity - discretion of individual school policies
- Fitness Centre - Unauthorised activity - discretion of individual school policies

Media

- Official photographer/videographer? Rembrandt or A-another; Livestreaming TBC (pending FOBISIA approval)
- Backdrops - Will be available - FOBISIA/TEEMS logos
- Who has sharing rights? Teems will send file with all promotional material
- Parents allowed to take photos? Yes - appropriate signage making parents aware of sharing requirements

Alcohol

- Served to adults or alcohol-free? Teacher/Coach/Student/Parent code of conduct on display at appropriate places
- Vending machines - alcoholic prodcuts to be removed