



Marist Auckland Water Polo Incorporated
Health and Safety Policy

1.0 Purpose

Marist Water Polo exists to promote, foster, and encourage water polo, flipper ball and associated aquatic sports and disciplines in Auckland. It is the commitment of the club to provide a safe environment for this to occur for players, coaches, referees, and volunteers. This policy outlines how the club intends to ensure this is achieved.

2.0 Scope

2.1 The scope of this policy is designed to cover:

- Club training sessions at designated pools
- Water polo games including league games and tournaments
- Any other club organised activities

2.2. The policy applies to:

- Players
- Coaches (employed, voluntary or contracted)
- Referees (employed, voluntary or contracted)
- Volunteers (including parents and caregivers of players)

3.0 Health and Safety Planning

Health and Safety planning is the responsibility of the Marist Water Polo Committee, and should take into account risk assessment and mitigation, hazard identification, incident management and reporting and suggestions or feedback from players, coaches or volunteers.

The committee will review risks and hazards at least annually and ensure this information is communicated and available for all club members.

4.0 Responsibilities

4.1 The Marist committee is responsible for:

- Providing and maintaining a safe environment for employees, players, and volunteers
- Providing and maintaining facilities for the welfare of the employees, players, and volunteers

- Providing all necessary training and instructions
- Making sure machinery and equipment is safe [e.g., scoreboards; goals etc]
- Making sure training and playing arrangements are not hazardous
- Providing procedures to deal with emergencies
- Providing incident reporting training
- Making sure health and safety engagement and participation processes are in place
- Consulting and cooperating with other businesses/organisations operating in the same place(s) to keep everyone safe and healthy

4.2. Coaches/Referees/Volunteers are responsible for:

- Being involved in the club health and safety system.
- Participating in health and safety discussions
- Following correct procedures and using equipment correctly
- Reporting any pain or discomfort as soon as possible [injury]
- Ensuring all serious harm and incidents are reported
- Helping new players, volunteers and visitors to the club understand the right safety procedures and why they exist
- Telling your Coordinator or a Committee member immediately of any health and safety concerns.
- Keeping the pool complex and training space tidy to minimise the risk of any trips and falls.
- Following all reasonable health and safety rules and instructions
- Exercising their right to refuse anything they deem to be unsafe
- Taking reasonable care that their actions (or inactions) do not cause harm, or risk of harm, to themselves or others
- Not reporting for duty under the influence of alcohol or drugs that impair their performance or fitness to perform their duties
- Wearing all necessary personal protective equipment and clothing.
- Reporting any accidents, incidents and near misses so the committee can investigate, and eliminate or minimise harm or risk of harm.

5.0 Risk and Hazard Management

5.1 Definitions:

The Health and Safety at Work Act provides the following definitions of hazard and risk:

Hazard: An activity, arrangement, circumstance, event, occurrence, phenomenon, process, situation or substance (whether arising or caused within or outside a place of work) that is an actual or potential cause or source of harm. This includes a person's behaviour where that behaviour has the potential to cause death, injury, or illness to a person (whether or not that behaviour results from physical or mental fatigue, drugs, alcohol, traumatic shock, or another temporary condition that affects a person's behaviour).

Risk: The possibility (likelihood) of certain consequences (death, injury, or illness) occurring when a person is exposed to a hazard.

5.2 Identifying hazards and risks

It is the responsibility of all club members to be aware of hazards and to in turn notify the committee or coordinator.

5.3 Risk control

Risks can be managed the following ways (in order of preference):

- Eliminate: the preferred method of management as far as is practicable
- Minimise: the hazard through,
 - substitution (of equipment as an example),
 - isolation of the hazard,
 - putting physical controls in place,
 - managing through policies, procedures, standards of behaviour and guidelines.
 - transferring the risk, such as notifying the facility management of a facility hazard that is beyond the club to either eliminate or minimize
- Accepting the risk, as there are some risks that are inherent with the sport of water polo.

5.4 Review of Hazards and Risks

Hazards and risks should be reviewed by the committee on at least an annual basis.

5.5 Recording of Hazards and Risks

The Marist committee will hold a register of hazards and risks which will record:

- The hazard
- Risk assessment of the hazard
- Identification of the management strategy (eliminate, minimise, transfer or accept)
- Management plan associated with the hazard
- When the hazard and risk assessment was reviewed, and any changes (if any) made to the management plan.

5.5. Incident Management and Investigation

During the general undertakings of the club incidents that cause harm will in all likelihood occur. It is important to review these incidents within the context of this policy to determine if the harm was caused by a known or unknown hazard. If it was caused by a known hazard, it should prompt a review of the management plan associated with the hazard, and the associated risk assessment. This review may or may not lead to a change of the risk management plan for the hazard. If the harm was caused by a new hazard, it is appropriate for the hazard to be placed on the risk register, and a risk assessment be undertaken, and a risk management plan be implemented.

6.0 Child Protection Policy

Marist recognises the importance of this, and as such has a separate Child Protection Policy in place.

7.0 Bullying and Harassment

Marist is committed to preventing bullying from occurring in our club. Our organisation is a place where everyone has the right to dignity and to be treated with respect. Bullying or harassment is not only unacceptable and inappropriate, but it can also harm the health of our people and the success of our organisation.

Bullying is repeated, deliberate behaviour on the part of the bully to undermine and control someone else (the target). It includes less favourable and unreasonable treatment of one person by another.

Every member of the Marist community has a responsibility to stop bullying. Any Marist players, coaches or volunteers who are found, after an investigation, to have engaged in bullying or harassment will be subject to sanctions or disciplinary action.

Anyone who feels they have been bullied or harassed, or who witnesses bullying should report it to their Coach, Coordinator or Committee member immediately.

8.0 Player wellbeing

Marist water polo recognises our role in promoting, protecting and supporting our players overall well-being. We are committed to supporting any players experiencing mental distress and creating a positive club culture.

We commit to:

- Promoting a culture of openness, where players can speak up and be heard
- Ensuring our players feel empowered to ask for help when they are unsure or uncomfortable about something
- Taking a person first, athlete second approach to player wellness
- Supporting opportunities for growth for all players
- Checking in regularly on our players well being

9.0. Communication of the Policy

This policy and the associated risk register and processes should be available on the Marist website and made freely available for all club members. Should the club host other clubs for tournament or events the policy and information should be made available to them,