

# Maitland Show

## Risk Management Plan

### Cattle Clinic and Stud Beef Cattle – 14<sup>th</sup> – 15<sup>th</sup> February 2020

**General Description:**

*Exhibitors and Students from primary and secondary schools attend a practical / educational day Competitions conducted by the Maitland Show Cattle Committee.*

*The activities include ranking various types of cattle according their market suitability, parading cattle, making short speeches as well as competing with cattle in the show ring.*

*The handling of Led Cattle entered in the competition is the responsibility of their respective owners and or exhibitors. Student Competitors are under the direction of their teachers at all times and this activity is to be approved by parents as part of their respective school's agricultural curriculum.*

**Location of the Work:** Maitland Show Grounds

**Date:** 14<sup>th</sup> – 15<sup>th</sup> February 2020

**Specific Description of Type of Work to be Done:**

*See attached HAZAN*

**Details of Specific Training to be Given:**

*All committee members and guest speakers are required to attend a pre-activity briefing as per the attached notes*

*All teachers are required to read and acknowledge the attached briefing prior to the commencement of activities*

*The president of the committee or his delegate must conduct a briefing to all students prior to activities commencing.*

**Proposed Method of Monitoring/Review:**

*Any committee member who identifies a hazard whether contained in this document or not is to put in place an effective control(s) and notify the president and /or secretary.*

*The committee will review the effectiveness of the controls in this document at the first meeting following the event.*

(Date)

(Signature of Committee President)



## HAZAN WORKSHEET

TASK/ACTIVITY	POTETIAL HEALTH, SAFETY HAZARDS	CONTROL MEASURES	CHECKED
1. Unloading Cattle	1.1 Animals cause injury to personnel or themselves	<ul style="list-style-type: none"> <li>• Minimum number of personnel to be in the unloading / drafting area (no students)</li> <li>• Area to be checked as secure and free from hazards eg rubbish prior to unloading</li> <li>• Where possible loads are not to be mixed</li> <li>• Cattle are to be screened at their property of origin for temperament</li> <li>• </li> </ul>	
	1.2 Vehicle interaction causes damage to vehicles or injury to personnel / livestock	<ul style="list-style-type: none"> <li>• All vehicles to be operated by licensed personnel only</li> <li>• All vehicles to be parked in the nominated / separate car and truck parking areas</li> <li>• All vehicles to be secured when not in use</li> <li>• Strict adult supervision of all students during vehicle movements particularly when trucks are reversing onto loading ramps.</li> <li>• Reiterate and enforce no go zones with a moving vehicle and 10m radius from back of truck when reversing.</li> </ul>	

## HAZAN WORKSHEET

TASK/ACTIVITY	POTETIAL HEALTH, SAFETY HAZARDS	CONTROL MEASURES	CHECKED
2. Drop off / Pick Up of students	2.1 Vehicle interaction with pedestrians causes injury to personnel	<ul style="list-style-type: none"> <li>• Vehicle parking areas to be observed</li> <li>• Visitors not to congregate in truck parking area</li> <li>• Teachers to supervise students</li> </ul>	
3. Judging Activities	3.1 Visitors, Competitors injured by cattle	<ul style="list-style-type: none"> <li>• Welcome talk to include briefing on cattle saftley awareness</li> <li>• Advise visitors not to approach cattle within the strike zone</li> <li>• Students to behave calmly around cattle</li> <li>• Teachers to supervise students and correct behaviour as required around cattle</li> <li>• Students should be educated by their teachers on the appropriate manner to approach an animal in particular the strike zones and animal behaviour.</li> </ul>	

## HAZAN WORKSHEET

TASK/ACTIVITY	POTENTIAL HEALTH, SAFETY HAZARDS	CONTROL MEASURES	CHECKED
4. Parading Activities	4.1 Students injured by cattle	<ul style="list-style-type: none"> <li>• Inexperienced handlers to be accompanied by an experienced handler at all times whilst leading cattle</li> <li>• Correct / sound equipment for the leading and restraint of led cattle to be used eg. nose rings or clamps</li> <li>• Route to and from cattle preparation area to be kept free of other students and obstacles</li> <li>• All students to be briefed on cattle 'strike zones'</li> <li>• Students to remain outside of demarcated areas</li> <li>• Teachers and students to follow directions given by marshalling stewards and event officials</li> </ul>	
5. Cattle Preparation	5.1 Students injured by cattle	<ul style="list-style-type: none"> <li>• Experienced handlers to prepare cattle, observers to stand outside of the 'strike zone'</li> <li>• All students to behave calmly around cattle</li> <li>• Committee members to ensure adequate space between animals undergoing preparation</li> <li>• Teachers to supervise students and ensure appropriate behaviour</li> </ul>	

## HAZAN WORKSHEET

TASK/ACTIVITY	POTETIAL HEALTH, SAFETY HAZARDS	CONTROL MEASURES	CHECKED
	5.2 Injury to students due to faulty equipment	<ul style="list-style-type: none"> <li>• Stalls and laneways are to remain clean and free of trip hazards etc</li> <li>• All electrical equipment to be tested and tagged</li> <li>• Earth leakage units to be used in conjunction with all portable electrical equipment</li> <li>• All equipment is to be used and maintained in a proper and efficient manner</li> </ul>	
6. General	6.1 Students approached by unauthorised persons	<ul style="list-style-type: none"> <li>• Students advised at pre-activity briefing to call for help</li> <li>• Students not permitted to leave the activity without permission of their teacher</li> <li>• Teachers and Committee members and parents to provide supervision</li> </ul>	
	6.2 Exposure to elements	<ul style="list-style-type: none"> <li>• Students to be reminded to wear hats and other clothing as appropriate</li> <li>• Potable water to be available at all times</li> </ul>	

# HAZAN WORKSHEET

TASK/ACTIVITY	POTETIAL HEALTH, SAFETY HAZARDS	CONTROL MEASURES	CHECKED

## Brief to Visitor's

### Background

I would like to acknowledge the traditional owners of the land, both past and present where we stand today.

I would like to welcome all participants to the 2020 Maitland Show Cattle Clinic and Stud Beef Cattle Competitions and thank the committee and all sponsors for their efforts in preparing what promises to be another successful event.

Before we proceed I will highlight some important safety points that will enable the committee to reduce the risk to everyone involved.

In the case of an EMERGENCY a committee member will call 000.

At the showground

1. The following call will come.... "EMERGENCY, EMERGENCY, EMERGENCY" .THIS IS AN EMERGENCY PLEASE MAKE YOUR WAY TO THE EMERGENCY MUSTER POINT.
2. The committee and teachers will record all those present and identify those missing.
3. Information passed onto emergency response teams and follows their instructions.

### Cattle

- Using led Steer describe the animals strike zone and emphasis that all personnel should avoid this area at all times
- People are not to put any body parts through the rails or pens with cattle
- People are not permitted to sit on rails or gates

### General

- Stall areas are to remain clean and free of trip hazards etc.
- No student to leave the area without the permission of their teacher
- Highlight stranger danger issue
- Exhibitors are to obey the directions of the marshals.
- Point out location first aid assistance can be obtained
- Point out location for potable water
- Location of marshalling area in the event of an emergency
- We will now move on with the general instructions for today's activities



## Brief to Teachers

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2. The committee and teachers will record all those present and identify those missing.
3. Information passed onto emergency response teams and follows their instructions.

This briefing is important for the smooth and safe running of today’s activities.

Teachers are directly accountable for the safety of their students and are requested to ensure that students behave in a responsible and calm manner around the livestock provided by the volunteers.

All the cattle have been vetted for temperament but their behaviour is not always predictable and the committee wishes to maintain its good record i.e. no accidents to date.

### **Cattle / Handling**

- Teachers are to reinforce the need for students not to enter the ‘strike zone’

### **General**

- No student to leave the activity without permission of their teacher / teacher to keep appropriate records
- Teachers to enforce appropriate protective clothing eg hats and other suitable clothing / footwear
- Teachers to assist marshals in the pick-up area to manage students and prevent hazardous behaviour

## Brief to Committee Members

- Provide a copy of the HAZAN (must sign the master copy)
- All vehicles to be parked in the designated areas and secured
- Location of First Aid, Emergency Reponse and Muster Point, canteen facilities, ablutions and potable water
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## Brief to Students

### Background

I would like to welcome all participants to the 2020 Maitland Show Cattle Clinic and Stud Beef Cattle Judging and thank the committee and all sponsors for their efforts in preparing what promises to be another successful event

Before we proceed I will highlight some important safety points that will enable the committee to reduce the risk of everyone involved.

### Cattle

- Using led animal describe the animals strike zone and emphasis that all personnel should avoid this area at all times
- Students are not to put any body parts through the rails on pens with cattle
- Students are not permitted to sit on rails or gates

## General

- No student to leave the area without the permission of their teacher
- Highlight stranger danger issue
- Students to obey the directions of the marshals in the pick-up area
- Point out location first aid assistance can be obtained
- Point out location for potable water
- Location of marshalling area in the event of an emergency

We will now move on with the general instructions for today's activities

Maitland Show

## **Brief to Teachers**

This briefing is important for the smooth and safe running of today's activities.

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## **Brief to Committee Members**

- Provide a copy of the HAZAN (must sign the master copy)
- All vehicles to be parked in the designated areas and secured
- Location of First Aid

Maitland Show