

# **SAFETY**

## **FOR THE PURPOSES OF RUNNING THE CARITAS CHALLENGE YOU WILL NEED TO:**

- Seek Approval from Senior School Management or Youth Group leadership (example included).
- Check the safety of the activity, venue, staff/volunteers involved, before running the activity.
- Complete a Risk Management Plan form outlining possible risks and procedures should they eventuate (example included).
- Make parents, students, leaders and other helpers aware of the emergency procedures and possible risks at the beginning of the event.
- Keep an Injury Register of accidents that happen (example included).
- Compile an emergency information sheet listing student health information and emergency contacts (example included).
- Ensure that the coordinating teacher, youth group leader or another helper has an up to date First Aid Certificate.
- Have a communication system in place to facilitate actions during an emergency.
- Obtain consent from parents for their child's involvement in the Caritas Challenge (example included).