

Shelly Beach - Risk Assessment

Web and Smart Phone Risk Assessments

This procedure outlines the way in which a risk assessment is conducted in support of training. This procedure supports SLSA Policy number 6.09 (Jan 2016)

Step 1 – Navigate to www.shellybeachsurfclub.com

Step 2 – Navigate to Menu Operations > Risk Assessment

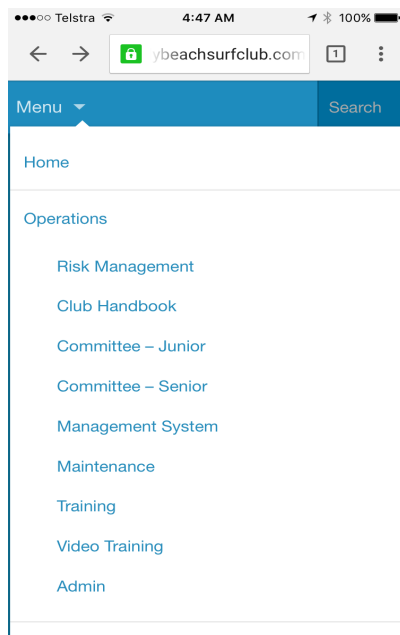


Figure 1 - viaSmart phone (same for desktop computer)

Step 3 – Complete Risk Assessment

A screenshot of a mobile browser displaying the 'Risk Management' form on the Shelly Beach Surf Club website. The status bar at the top shows 'Telstra', signal strength, time '4:47 AM', and '100%' battery. The browser address bar shows the URL. Below the address bar is a blue navigation bar with a 'Menu' dropdown arrow on the left and a 'Search' button on the right. The main content area features a banner for 'Shelly Beach SLSA' with several images. Below the banner is the 'Risk Management' form with the following fields: 'Name of Event (eg Junior Training)' (text input), 'Date of Assessment' (text input), 'Time of Assessment' (dropdown menu), 'Your Name (required)' (text input), 'Surf Conditions (required)' (dropdown menu with 'Flat (0m)' selected), and 'Wind Conditions (required)' (dropdown menu with 'Still / Calm' selected).

Figure 2 - Smart phone version

Risk Management

Name of Event (eg Junior Training)

Under 8 and 9s Toowoon Bay

Date of Assessment

5/9/2016

Time of Assessment

1630

Your Name (required)

Adam Walters

Surf Conditions (required)

Small (0m - 0.5m/0 - 1')

Wind Conditions (required)

Breezy

Weather Conditions

Slightly Overcast

Number of Participants

14

Number of Water Safety

4

Further Comments

A few windsurfers around

Submit »

Figure 3 - Desktop Computer Version

Press Submit to complete the form (There are mandatory fields)

Step 4 – Email Arrives and is Archived as a record

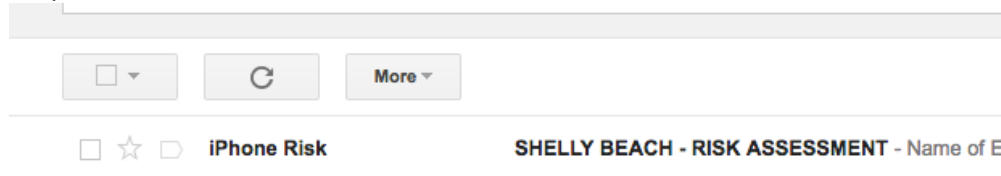


Figure 4 - Email from Smart Phone

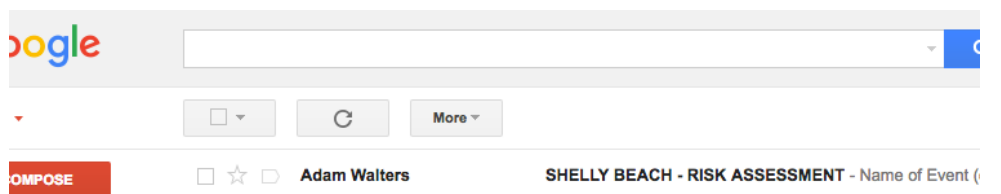


Figure 5 - Email from webpage



SHELLY BEACH - RISK ASSESSMENT

Inbox x



Adam Walters <donotreply@wordpress.com>

to me ▾

Name of Event (eg Junior Training): Under 8 and 9s Toowoon Bay

Date of Assessment: 5/9/2016

Time of Assessment: 1630

Your Name: Adam Walters

Surf Conditions: Small (0m - 0.5m/0 - 1')

Wind Conditions: Breezy

Weather Conditions: Slightly Overcast

Number of Participants: 14

Number of Water Safety: 4

Further Comments: A few windsurfers around

Figure 6 - Email record from Assessment

NOTE: There is no other step required. The email is the record and can be kept forever