



Worksafe SmartMove Certificate

Sport, Fitness and Recreation Industry Module Study Guide



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Contact

SmartMove Coordinator
Department of Mines, Industry Regulation and Safety
100 Plain Street
EAST PERTH WA 6004
Telephone: 1300 307 877
Email: smartmove@dmirs.wa.gov.au

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Sport, Fitness and Recreation Industry

Learning outcomes

In this module you will:

1. Learn about common workplace hazards encountered in the sport, fitness and recreation industry
2. Identify existing and potential hazards at a workplace and learn how to report and record them
3. Understand how to prevent injuries from common workplace hazards
4. Learn how to eliminate workplace hazards and reduce risks

Sport, fitness and recreation is a growing and popular industry employing many young workers. The industry provides a range of career opportunities with unique workplace hazards. Activities in this industry include organised sports, fitness, community recreation and outdoor recreation.

Young workers are often employed to:

- instruct, such as fitness instructors, personal trainers, swimming instructors
- manage and support, such as aquatic administrators, event coordinators, recreation, sport or community centre administrators
- work outdoors, such as outdoor activity instructors, animal attendants, animal trainers, riding coaches, jockeys, stable hands, swimming pool attendants.

Major hazards found in the sport, fitness and recreation industry are:

- working with horses
 - strips, trips and falls
 - machinery and equipment
 - manual tasks
 - electricity
 - noise
 - working in hot conditions
 - biological hazards
-

Working with horses

An apprentice jockey received serious head injuries after falling from a horse while undertaking track work. The jockey was not wearing personal protective equipment (PPE) at the time of the incident.

Working with horses presents unique hazards in the sport, fitness and recreation industry. The unpredictable nature of a large animal poses a specific safety risk to inexperienced workers, especially when working with horses in a confined space, handling horses or riding them.

Some common injuries include falls from height and being hit by an animal.

Falls from height

Falls from height cause serious injuries to young workers in the sport, fitness and recreation industry, and falls often involve horses. Common hazards and risks are:

- working with untrained and/or unpredictable horses. A horse, even a well-trained one, may act independently of the riders' direction which can result in loss of control of the horse. This may cause the rider to fall off the horse
- the likely severity of injuries from falling off horses. When riding a horse, the riders head may be between 2.5 metres and 3 metres from the ground. A fall from these heights, along with the speed of the horse may cause a rider's head to strike the ground with force, causing serious injury.

Being hit by an animal

Being hit, crushed or trodden on by a horse can cause serious injuries. Young or inexperienced workers are more at risk. They are less likely to understand horse behaviour, be unfamiliar with the workplace environment or may not understand the significance of instructions and directions.

Injuries are most likely to occur in a confined space such as stables.

A kick from a horse to the head can cause serious, even fatal injury.

What can your employer do to protect you?

- Provide a safe system of work (known as SAMM) that manages the risks associated with falling from height and interacting with horses. A risk assessment must be conducted and should include:
 - a rider's confidence, skills and ability
 - horse health, reliability and predictability
 - matching the horse and rider according to the horse's temperament and level of experience, and the rider's skills and experience.
 - work activity (e.g. mustering)
 - environment conditions, including weather and terrain
- Provide control measures to create a safe work environment.
- Ensure tools and equipment provided are appropriate for the task, well-maintained and in good condition
- Ensure workers are equipped with and use all necessary personal protective equipment (PPE) such as safety approved riding helmets, body protectors and other riding gear.
- Provide information, instruction and training before allowing workers to commence work activities. You must be given constant supervision until you are competent.

What can you do to be safe?

- Understand the hazards and try to minimise the risks associated with working near or with horses.
- Check riding equipment and tack before each ride.
- Be aware of the horse's movements, safe ways to approach a horse and the position of the horse in relation to the surroundings and themselves.
- Learn how to dismount in a range of situations and practice preventative break-fall techniques.
- Pay attention in your induction, instruction and training, and apply information and knowledge obtained to your work activities
- Wear PPE that is well-maintained, properly fitted and secured (e.g. a safety approved riding helmet).

Be aware!

You must be at least 15 years old to work in horse riding schools and equestrian centres.

You must not work in horse riding schools and equestrian centres during school hours.

Quiz – Working with horses

1. What can your employer do to reduce the risk of fall injuries if your work activities involve horses?
 - a. Provide a safe system of work to manage the risks
 - b. Ensure tools and equipment are appropriate for the task and in good condition
 - c. Provide you with information, instruction and training for you to work safely
 - d. All of the above
 2. Falls from height (i.e. falling off a horse) are a rare occurrence when working with horses.
 - a. True
 - b. False
 3. A kick from a horse to the head can cause serious, even fatal injury
 - a. True
 - b. False
-

Slips, trips and falls

Slips, trips and falls are a common cause of injuries of young workers in the sport, fitness and recreation industry. They can result in serious harm and lengthy time off work. These types of injuries can also affect young workers in their everyday social and school lives and may mean they cannot play sport or engage in physical activities or hobbies.

A slip, trip and fall may cause injuries, including:

- broken bones when colliding with an object or hitting the ground
- cuts if it occurs near sharp objects
- sprains or strains.

What causes slips, trips and falls?

- Slippery floors from water or liquid spills.
- Wearing unsuitable shoes.
- Unstable, loose, or uneven surfaces.
- Steps and different floor levels.
- Poor lighting.
- Loose cords or objects on the floors.
- Clutter left in walkways.

What can your employer do to prevent slips, trips and falls?

- Allow safe movement in the workplace, including entries and exits that are free of obstructions.
- Ensure floors and surfaces in the workplace are well-maintained and installed with task appropriate surfaces.
- Provide adequate lighting for safe movement.
- Ensure sufficient space to work.
- Maintain workplaces to keep them in a clean and tidy condition.
- Ensure workers wear suitable footwear with appropriate treads that are kept clean.
- Install ramps in areas where the floor level changes and trolley access is required.
- Guard rails or other safeguards are provided on ramps and stairs.
- Provide information, instruction, training and supervision to minimise hazards.

How can you prevent slips, trips and falls at work?

- Wear suitable shoes with treads that are kept clean – incorrect footwear can cause slips and trips.
 - Clean up spillages straight away and dry the floor to ensure the surface is not left wet - don't leave spills for someone else to clean up.
 - Keep walkways clear of obstacles, especially during high traffic times.
 - Carry items only at a height that you can safely see over to avoid trip hazards and bumping into things.
 - Limit outdoor training when dark and/or take additional precautions as required.
 - Attend training on how to prevent slips, trips and falls in your workplace.
-

Quiz – Slips, trips and falls

4. What may cause slips, trips and falls at a workplace? Choose **four** correct answers
 - a. Slippery floor from water or liquid spills
 - b. Cleaning up spillages straight away and dry the floor
 - c. Keeping walkways clear of obstacles, especially during busy work times
 - d. Poor lighting
 - e. Steps and different floor levels
 - f. Cutter left in walkways
 - g. Wear suitable shoes with treads that are kept clean
 5. A slip, trip or fall may cause injuries, including:
 - a. broken bones when colliding with an object or hitting the ground
 - b. cuts if it occurs near sharp objects
 - c. sprains or strains
 - d. all of the above
 6. Clean floors, keeping all work areas tidy and good lighting are important safety considerations in a workplace to:
 - a. ensure clients can read brochures and pamphlets
 - b. reduce the risk of slips, trips and falls
 - c. make sure the work area looks attractive and uncluttered
 - d. reduce the risk of back ache
-

Machinery and equipment

In the sport, fitness and recreation industry, workers operate machinery, equipment and tools such as:

- oat crushers, augers, mixers and, in equestrian, horse crushes and horse walkers
- treadmills, exercise bikes, workout machines, steps, balls, bars and free weights in fitness
- pumps, filters, heaters and cleaner in aquatics.

When working with or near machinery and equipment, the hazards you may encounter include:

- moving parts that can reach, hit or crush you (e.g. belts on treadmills, handles on cross trainers)
- ejecting objects or material (i.e. parts, components, products or waste items) that may strike you
- being hit by mobile machinery and equipment
- being hit by fallen objects (e.g. crush by falling weights or tipped over workout machines).

Machine guarding can prevent or reduce access to dangerous areas of the machine. A guard can perform several functions such as protecting you from moving parts, containing ejected parts from the machine, and preventing emissions escaping.

Let's have a look at how to stay safe

- Keep all guards in place. Guards protect you from moving parts. Any guard removed during cleaning must be replaced before you use the machine.
- Operate all machinery and equipment correctly and safely. Follow safe work procedures. Ask your employer to show you even when written safe work procedures are available. Only use the machine for what it is designed for.
- When first using dangerous machinery and equipment, you must be supervised until you are competent. You may be buddied up with an experienced worker to learn skills, knowledge and gain safety experience.
- Maintain all machinery and equipment (e.g. exercise and weight machines, steps, balls, bars, weights, mats) properly to ensure they are in safe condition. They should be serviced on a regular basis by qualified personnel as recommended by the manufacturer.
- Fitness machines (e.g. elliptical machines, stair climbers, pulley systems) must be properly installed to prevent tripping over. Ensure adequate space for movement around machines to prevent unintentional contact or tripping.

Quiz – Machinery and equipment

7. Guards are fitted to machinery:
 - a. to protect you from moving parts
 - b. as a permanent part of the machine
 - c. to keep the machine clean
 - d. none of the above
 8. When working with machinery or equipment, the hazards you may encounter include:
 - a. moving parts that may hit you
 - b. being by the machine
 - c. ejecting objects that may strike you
 - d. all of the above
-

Manual tasks

Manual tasks are any activity or sequence of activities that requires a person to use their body (musculoskeletal system) physically to perform work such as lifting, lowering, pushing, pulling, carrying, moving, and holding or retaining a person, animal or things.

The most common injuries and health issues that can arise from performing manual tasks are musculoskeletal injuries.

Examples of musculoskeletal injuries are:

- sprains and strains of muscles, ligaments and tendons (e.g. back strain)
- joint injuries
- disc protrusion or disc herniation of the back
- nerve injury or compression
- muscular and vascular disorders (e.g. carpal tunnel syndrome or repetitive strain injury)
- soft tissue injuries.

Some of the most common manual tasks causing injuries in an equestrian environment are lifting and carrying bags of feed, taking feed from bins, picking up horse manure and holding or restraining horses.

In fitness, some of the most common manual tasks causing injuries are from general free weight activities, and from overexertion, and strenuous and unnatural movements.

How does performing a manual task result in injury?

Contrary to popular belief, it's not just the weight of an object that creates the risk of musculoskeletal injuries. Workers are at risk of suffering injuries due to:

- increased effort (force)
- awkward postures
- applying pressure on one part of the body
- performing the same action quickly and repeatedly
- lifting heavy objects

What can your employer do to prevent injuries from performing manual tasks?

- Your employer has a responsibility to provide and maintain a safe workplace. If you are about to perform hazardous manual tasks and you are unsure how to go about it, ask your employer or supervisor for assistance.
- Your employer should provide you with **risk management* and ***task specific training* where hazardous manual tasks have been identified at your workplace.

Risk management is the steps required to manage workplace hazards described as **SAMM – Spot the hazard; Assess the risk; Make the changes; Monitor and follow-up.*

***Task specific training is the practising of actual tasks that will be performed.*

Task specific training should be provided:

- during induction to the task
- as part of your refresher training
- when work tasks are about to be changed or new ones introduced.

There are a variety of ways you can be trained. Methods include a buddy system, demonstrations, training by observation, training at staff meetings, toolbox talks and practice sessions.

After the training, you should be able to:

- recognise the risks and the sources of those risks, and in discussion with your employer or supervisor decide the best way to minimise them
- prepare the workplace layout and surroundings to perform manual tasks safely

- prepare the load for manual handling, where applicable
- organise the task and work flow to minimise the risk of injury
- use relevant mechanical aids, handling devices and tools provided to you (i.e. trolleys, wheel barrows or trailers used for feed preparation, feeding horses and manure collection, feed supplied in bulk).

Be aware!

Manual tasks can cause injury immediately (e.g. lifting something heavy and injuring your back) or over time through gradual wear and tear on your body.

The effects of injuries from performing hazardous manual tasks can last a lifetime.

Quiz – Manual tasks

9. How does performing a manual task result in injury? Choose **five** that apply.
- increased effort (force)
 - awkward postures
 - natural postures
 - applying pressure on one part of the body
 - performing the same action quickly and repeatedly
 - lifting heavy objects
10. The most common health problems that can arise from hazardous manual tasks are:
- musculoskeletal injuries
 - cold and flu
 - tooth decay
 - food allergies
11. When should you receive task-specific training to perform manual tasks?
- During induction to the task.
 - As part of your refresher training.
 - When work tasks are about to be changed or introduced.
 - All of the above.
-

Hazardous substances

A worker at an aquatic centre was exposed to poisonous chlorine gas when he attempted to refill an unlabelled 100 litre chemical storage and dosing drum in a plant room at the facility. The storage and dosing drum containing liquid chlorine was used to dose the solution into two smaller pools at the facility. The worker incorrectly added sulphuric acid to the drum causing the liquid chlorine to react with sulphuric acid generating poisonous chlorine gas.

The worker immediately exited the plant room and did not suffer significant injuries. However, there was potential for both the worker and patrons of the facility to be exposed to significant levels of chlorine gas. Chlorine gas is harmful. Low exposure can cause difficulty breathing, burning sensations in the airways, nausea and headaches. High exposure can be fatal.

A hazardous substance can be any solid substance, liquid, gas or dust that may cause you harm. In the sport, fitness and recreation industry these include detergents, disinfectants, insecticides, veterinary products, liquid chlorine and sulphuric acid. Hazardous substances shouldn't be a problem most of the time, but things can go wrong if you:

- get them on your skin
- eat or drink them by mistake
- breathe them in
- mix substances so they become dangerous
- mistake one substance for another.

Common injuries and incidents from hazardous substances

Chemical burns

A chemical burn happens when skin or eyes come into contact with a corrosive chemical such as an acid or a base.

Some common cleaning agents like bleach, toilet and drain cleaners and disinfectants include corrosive chemicals. Swimming pool chemicals such as hypochlorite solution and hydrochloric acid are corrosive.

Be aware!

Corrosive chemicals can "eat through" clothing, metal, and other materials.

You must be trained and supervised when using corrosive chemicals.

You must wear PPE and clothing when using corrosive chemicals.

First aid should be given for chemical burns as soon as possible.

Strong acids and strong bases react very dangerously when mixed together – they can boil and splash anything nearby.

Flammability and Explosion

Some swimming pool chemicals are oxidisers which can start or intensify fires, or create a risk of explosion if they come into contact with other chemicals, moisture and water.

Common oxidisers include dry swimming pool chlorines (e.g. calcium hypochlorite and trichlorocyanuric acid) and swimming pool sanitisers (e.g. hydrogen peroxide).

Be aware!

It is dangerous to keep oxidisers near other chemicals, heat sources or combustible materials (such as waste cardboard, oils and wood).

Swimming pool chemicals should be stored in a cool, dry and well-ventilated space. Protection from the sun and moisture. They should not be stored with other hazardous chemicals.

Toxicity

Toxicity is the degree to which a toxic substance can damage an organism. Chlorine, commonly used for water purification, is highly toxic if not used correctly.

To confirm whether the product is toxic, look for the danger hazard symbol on the product's label or its safety data sheet.

DANGER

Fatal if swallowed (oral)

Fatal in contact with skin (dermal)

Fatal if inhaled (gas, vapours, dust, mist)

Be aware!

Some chemicals can release toxic gas when in contact with liquid or moisture. Common fumigant, aluminium phosphide, can kill insects (weevils), animals (mice and rats) and humans by releasing toxic phosphine gas.

Corrosive chemicals are usually incompatible with other chemicals and with each other. When they are mixed or combined can release a toxic gas, (i.e. liquid chlorine which is a base, comes into contact with acid, release poisonous chlorine gas).

Incompatible chemicals can appear very similar when packaged. You should carefully inspect chemical packages and safety data sheets to ensure you are aware of the hazards.

How can you keep safe from hazardous substances?

- Read the label – look for warning labels and signs. Always follow the danger safety warnings.
- Read the safety data sheet (SDS) for more information about the product and how to use it safely. Your employer must provide (or have available) safety information documents for any substances or products that are hazardous.
- Check the hazardous substance register at your workplace. It is a legal requirement that your employer must keep a current register of each hazardous substance that may be used or stored in the workplace.
- Don't eat, drink, and smoke when you are using or near a hazardous substance or dangerous goods.
- Don't keep food near hazardous substance or dangerous goods.
- Always use the PPE and clothing provided by your employer.
- Know what to do and where to go if a substance affects you. If you don't know, check with your employer.
- Keep ignition sources away from any chemicals that are potentially flammable.
- Maintain good housekeeping standards – declutter and avoid build-up of combustible materials around any chemical storage.

Quiz – Hazardous substance

12. Safety Data Sheets (SDS) provide essential information about:

- a. hazardous substances and chemical ingredients
- b. potential health effects from exposure to hazardous substances
- c. safe use, handling, first aid, disposal and storage requirements

- d. all of the above
13. Select three correct actions you would take to keep yourself and others safe from hazardous substances.
- a. Read the product label
 - b. Read the product SDS
 - c. Follow safe work procedures
 - d. Smell the substance
14. It is dangerous to mix liquid chlorine (base) with sulphuric acid as will produce poisonous chlorine gas.
- a. True
 - b. False
-

Noise

The level of noise in the sport, fitness and recreation activities are not likely to be high enough to cause any damage to your hearing but it may be an issue if:

- you cannot hear people talking to you
- It annoys or distracts you or interferes with your work tasks
- It prevents you understanding an instruction or warning signal

Inform your employer or SHRep if the noise level is an issue for you.

What can your employer do?

- Install acoustic ceilings and wall linings where work activities frequently expose to loud noise (e.g. aerobics fitness classes) to lower an exposure from workers and patrons sharing the facilities.
- Separate noisy equipment away from where work is done
- Provide regular maintenance on machines and equipment to reduce noise interference

What can you do?

Ensure that noise levels (e.g. from loud music) are kept to a level that does not risk hearing damage especially for workers exposed to the noise for extended periods.

Quiz – Noise

15. Noise at a workplace can be a hazard if:
- a. it stops you concentrating on your work
 - b. it annoys or distracts you
 - c. it prevents you from understanding an instruction or warning signal
 - d. all of the above
-

Working in hot conditions

A young worker led a long hiking tour on a hot, humid day in late October. At the end of this exhausting trip he complained of dizziness, had convulsions and finally fell unconscious. He was immediately admitted to the emergency department and treated for heat stroke.

Working outdoors in the sport, fitness and recreation industry is common. Workers are at risk of heat stress and exposure to solar ultraviolet (UV) radiation. The effects of heat stress range from discomfort to life threatening illnesses such as heat stroke. Sunburn can cause permanent skin damage and is a major risk factor for developing melanoma.

Heat may come from:

- hot climate conditions
- radiant heat from the surroundings such as heat trapped in ceiling space
- work where heavy PPE must be worn
- any combination of these factors

What is heat stress?

Heat stress occurs when your body cannot cool itself enough through sweating to maintain a healthy temperature. Symptoms of heat stress include:

- cool, moist skin with goose bumps
- heavy sweating
- dizziness
- fatigue
- weak, rapid pulse
- low blood pressure upon standing
- muscle cramps
- headache

What is heat stroke?

Heat stroke is much worse than heat stress. Heat stroke symptoms include:

- body temperature above 40°C
- hot dry skin
- irritability
- speech problems
- confusion
- convulsions
- unconsciousness
- *cardiac arrest

**Cardiac arrest is potentially fatal; however, it is reversible in most victims if treated within a few minutes. Cardiac arrest is a life-threatening condition that requires immediate first aid (cardio pulmonary resuscitation – CPR) and medical treatment.*

What can your employer do to keep you safe?

- Know the weather forecast and assess how to organise the day's tasks to avoid the risk of heat stress and heat stroke.
- Make shade available.
- Rearrange tasks and lighten the work in extreme heat.
- Provide workers with information on heat stress and skin cancer and ways to prevent both.
- Supervise workers to ensure they are working safely and that their skin is not exposed to the sun.

What should you do to be safe?

- Check weather conditions beforehand. Cancel outdoor activities or classes, or make alternate arrangements (e.g. exercising indoors) if conditions present a health risk.
- Drink approximately 250ml of water every 15 to 20 minutes during hot working conditions. Keeping well hydrated is a critical factor in avoiding heat illness.
- Take regular breaks. Know your limits. Practice self-pacing when working in hot conditions.
- Inform your employer if you have an underlying health condition (e.g. heart disease, high blood pressure and diabetes) that may increase your risk of heat illness.
- Maintain a healthy lifestyle, including a healthy diet and regular exercise.
- Apply sunscreen (SPF30+) 20 minutes before sun exposure. Make sure the back of your neck and arms are covered. Reapply as necessary.
- If you are feeling tired, dizzy or weak or you're having trouble concentrating, tell your supervisor. Rest in a cool, well-ventilated area, remove excess clothing, drink plenty of water and fluids, and apply a wet cloth, cold water or ice packs to the skin (particularly the neck, armpits and groin).
- Although water is generally adequate for fluid replacement, low joule cordials and electrolyte replacement solutions may be provided to encourage fluid intake. High sugar cordials and sports drinks are not recommended.
- You should wear a wide-brimmed hat working outdoor and in hot conditions. However, a safety approved riding helmet with adequate ventilation (i.e. vented helmet with a wide brim added) is recommended when horse riding.

What should you, your employer or workmates do if someone has heat stroke?

- First, call 000 for an ambulance.
- Lay the person down.
- Cool the person down by applying cold packs or wrapped icepacks to neck, groin and armpit areas.
- Use a wet towel, sheet or clothing to cover the person.
- If the person is fully conscious and able to swallow, provide water. Encourage them to take sips rather than large gulps.

Remember:

Urgent medical attention must be sought if the person becomes unconscious or has a seizure. In the case of cardiac arrest, CPR is required immediately and should continue until the paramedic arrives (ambulance). If available, attach an automated external defibrillator to the person as soon as possible and follow the step-by-step instructions.

A first aid officer is trained to perform CPR in your workplace.

Quiz – Working safely in hot conditions

16. _____ is the most serious form of heat stress.
- a. Heat rash
 - b. Heat exhaustion
 - c. Heat stroke
 - d. Heat waves
17. To avoid heat stress during hot work conditions, it is recommended that you drink at least 250ml of water _____ to replace lost fluids.
- a. every 15 to 20 minutes
 - b. during lunch break

- c. every 2 to 3 hours
 - d. if needed
18. What should you do in the first instance when you suspect that your workmate is experiencing heat stroke?
- a. Call 000 for an ambulance
 - b. Lie the person down
 - c. Cool the person down by applying cold packs or wrapped icepacks to neck, groin and armpit areas
 - d. Use a wet towel, sheet or clothing to cover the person
-

Electricity

Electric shocks happen when a person becomes part of an electrical circuit and the current flows through their body. Electricity passing through the body can cause convulsions (involuntary contractions of the muscles) and the heart to stop beating, as well as internal and external burns. It can also cause secondary injuries resulting from falls or collisions and fire hazards resulting from an electrical fault.

Incidents with electricity are usually caused by:

- broken equipment or dangerous working conditions, such as electrical cables that are frayed, loose, or have exposed wires
- broken power cords, power points or rattling plugs
- electrical equipment that gives off a strange odour, and overheating equipment
- installation and/or repairs being undertaken by an unqualified repairer
- the absence of a *residual current device (RCD) and lack of testing of *RCDs.

*A *residual current device (RCD) is a safety switch or life-saving device designed to prevent you from receiving an electric shock if you touch something live, such as a bare wire. If you are using portable electrical equipment and extension leads at work, it must have an RCD installed at the switchboard, built into a fixed socket or through a portable RCD outlet. The RCD must be regularly tested. This is a legal requirement.*

What can your employer do?

- It is your employer's responsibility to make sure electrical equipment in the workplace is in good working order and regularly checked.
- Portable electrical equipment should be maintained regularly, and checked and tested by a qualified electrician. Once the equipment is checked and tested, it should have a durable tag attached to clearly display the test date and the next scheduled test. This is known as tag and test.
- Follow the manufacturer's instructions for the installation and use of equipment.
- Remove from used, label as faulty and repair or replace faulty electrical equipment.
- Store electrical equipment away from moist or wet areas.
- Avoid running electrical cords through high-traffic areas, under carpets or across doorways.
- Train you to use electrical equipment safely.

What can you do to protect yourself from electric shocks?

- Leave electrical equipment repairs to a qualified person.
- Inspect and check equipment for potential hazards before each use. Check instructions and follow them.
- Report any breakdowns or faulty equipment to your employer straight away.

- Switch off appliances at the power point before you pull out the plug.
 - Never overload outlets or extension cords and never force a plug into an outlet if it does not fit.
 - Keep electrical cords off the floor.
 - Remember electricity and water don't mix.
-

Quiz – Electricity

19. A residual current device (RCD):
- a. can be a circuit breaker
 - b. is a safety switch to prevent electrical shock
 - c. is required to be installed at the switchboard, built into a fixed socket or through portable RCD outlet
 - d. all of the above
20. An incident with electricity is usually caused by:
- a. installation and/or repairs of electrical equipment by a qualified electrician
 - b. dangerous working conditions such as electrical cables that are frayed, loose or have exposed wires
 - c. using portable electrical equipment through a portable RCD outlet
 - d. inspecting and checking equipment for potential hazards before each use
-

Biological hazards

Workers in the sport, fitness and recreation industry are at risk of contracting transmissible diseases. These include:

- work activities involving animals because infectious diseases can be transmitted from animals to humans. These animal to human diseases are called zoonosis
- work activities in an environment containing dust and allergens could result in respiratory inflammation (i.e. horse stables or tack rooms)
- work activities involving risks of exposure to body fluids and blood in situations such as:
 - coming in close contact with others which increases risk of cross-infection (e.g. gym users not wiping equipment down after use risk spreading infectious disease like Hepatitis B)
 - sharing contaminated items such as drink bottles
 - having unprotected damaged skin exposed, allowing germs to transfer
 - coming in contact with other people's blood (e.g. when another person is injured).

What can your employer do to protect you?

- Your employer should have risk control systems in place so that workers are not exposed to the risk of infectious disease, dust and allergens
- They must have safe work procedures in place for infection control (e.g. accident and incident report is available)
- Provide you with training on how to prevent contacting transmissible diseases (i.e. training on how to clean and disinfect objects and surfaces properly).
- Ensure an adequate first aid kit is available and maintained on a regular basis
- Provide you with suitable cleaning and disinfecting products and PPE, and ensure you are trained on how to use them.

Let's have a look at how to stay safe

- Follow basic hygiene steps to protect you from getting infected and infecting others, including:
 - receiving training on how to clean and disinfect objects and surfaces properly
 - When cleaning surfaces and objects cleaning with water and detergent (using a throw away cloth). When surfaces are cleaned, they should be left as dry as possible. Disinfecting the surface using chemicals to kill germs. Prioritise cleaning to areas that are frequently touched (e.g. tabletops, gym equipment, counters, door handles, light switches)
 - washing your hands with soap when dealing and in between clients, and before eating and drinking
 - covering cuts with waterproof dressings at all times while at work
 - any materials that are dirtied with body fluids should be put into a separate bag and disposing of them correctly.
- If you need to treat injured clients, treat all their body fluids as if they could harm you. Blood based diseases can be passed on through broken skin or through the eyes, mouth and nose. Your employer should have safe work procedures on how to deal with this situation in place, which may include:
 - wearing a single use gloves to protect yourself. Throw away gloves after used and put on a new pair if you are handling different person.
 - if any body's fluid is spat in to your face, wash your face with soap and rinse your eyes and mouth with lots of cold water. Spit the water out after washing your mouth. If you wear contact lenses, rinse before and after taking them out.
 - if you come to contact with other person blood or body fluid wash them off your skin with soap and lots of running water
 - report the incident to your employer
 - you might want to see a counsellor if you feel anxious. Tell your employer, who should arrange it for you
 - you might want to be tested for diseases.

Remember:

Blood based diseases can be passed on through broken skin or through the eyes, mouth and nose. Treat all other person body fluids and blood as if they could harm you.

Quiz – Biological hazards

21. To prevent the transmission disease:
- a. hands must be washed before contact with each client
 - b. gloves can be reused but must be rinsed before contact with each client
 - c. masks and protective eyewear must always be worn
 - d. sharing drink bottles
22. If you are exposed to blood or body fluids that splash onto your skin you should:
- a. wash away the blood or body fluids off your skin with soap and lots of running water
 - b. encourage bleeding if there is a wound and cover the area with waterproof bandage to prevent cross-infection

- c. report the incident to your employer
- d. all of the above

23. Surfaces should generally be cleaned with a disposable cloth and:

- a. a. water
 - b. b. 100% bleach
 - c. c. water and detergent
 - d. d. hand sanitiser
-

Spot the hazards

Helena Valley Ranch

There are 6 hazards in this area. Try and find them all.



Hazard notebook

Fill in the hazard notebook.

#	Spot the hazard	Assess the risk	Make the change	Monitor and follow-up
1	Person standing behind a horse at risk of being kicked by a horse	High	Ask the person to move to a safer location immediately	Advise the person of the risks and report to employer
2				
3				
4				
5				
6				

Sport, fitness and recreation industry - Knowledge quiz

1. What can your employer do to reduce the risk of fall injuries if your work activities involve horses?
 - a. Provide a safe system of work to manage the risks
 - b. Ensure tools and equipment are appropriate for the task and in good condition
 - c. Provide you with information, instruction and training for you to work safely
 - d. All of the above
2. Falls from height (i.e. falling off a horse) are a rare occurrence when working with horses.
 - a. True
 - b. False
3. A kick from a horse to the head can cause serious, even fatal injury
 - a. True
 - b. False
4. What may cause slips, trips and falls at a workplace? Choose **four** correct answers
 - a. Slippery floor from water or liquid spills
 - b. Cleaning up spillages straight away and dry the floor
 - c. Keeping walkways clear of obstacles, especially during busy work times
 - d. Poor lighting
 - e. Steps and different floor levels
 - f. Cutter left in walkways
 - g. Wear suitable shoes with treads that are kept clean
5. A slip, trip or fall may cause injuries, including:
 - a. broken bones when colliding with an object or hitting the ground
 - b. cuts if it occurs near sharp objects
 - c. sprains or strains
 - d. all of the above
6. Clean floors, keeping all work areas tidy and good lighting are important safety considerations in a workplace to:
 - a. ensure clients can read brochures and pamphlets
 - b. reduce the risk of slips, trips and falls
 - c. make sure the work area looks attractive and uncluttered
 - d. reduce the risk of back ache
7. Guards are fitted to machinery:
 - a. to protect you from moving parts
 - b. as a permanent part of the machine

- c. to keep the machine clean
 - d. none of the above
8. When working with machinery or equipment, the hazards you may encounter include:
- a. moving parts that may hit you
 - b. being by the machine
 - c. ejecting objects that may strike you
 - d. all of the above
9. How does performing a manual task result in injury? Choose **five** that apply.
- a. increased effort (force)
 - b. awkward postures
 - c. natural postures
 - d. applying pressure on one part of the body
 - e. performing the same action quickly and repeatedly
 - f. lifting heavy objects
10. The most common health problems that can arise from hazardous manual tasks are:
- a. musculoskeletal injuries
 - b. cold and flu
 - c. tooth decay
 - d. food allergies
11. When should you receive task-specific training to perform manual tasks?
- a. During induction to the task.
 - b. As part of your refresher training.
 - c. When work tasks are about to be changed or introduced.
 - d. All of the above.
12. Safety Data Sheets (SDS) provide essential information about:
- a. hazardous substances and chemical ingredients
 - b. potential health effects from exposure to hazardous substances
 - c. safe use, handling, first aid, disposal and storage requirements
 - d. all of the above
13. Select **three** correct actions you would take to keep yourself and others safe from hazardous substances.
- a. Read the product label
 - b. Read the product SDS
 - c. Follow safe work procedures
 - d. Smell the substance

14. It is dangerous to mix liquid chlorine (base) with sulphuric acid as will produce poisonous chlorine gas.
- True
 - False
15. Noise at a workplace can be a hazard if:
- it stops you concentrating on your work
 - it annoys or distracts you
 - it prevents you from understanding an instruction or warning signal
 - all of the above
16. _____ is the most serious form of heat stress.
- Heat rash
 - Heat exhaustion
 - Heat stroke
 - Heat waves
17. To avoid heat stress during hot work conditions, it is recommended that you drink at least 250ml of water _____ to replace lost fluids.
- every 15 to 20 minutes
 - during lunch break
 - every 2 to 3 hours
 - if needed
18. What should you do in the first instance when you suspect that your workmate is experiencing heat stroke?
- Call 000 for an ambulance
 - Lie the person down
 - Cool the person down by applying cold packs or wrapped icepacks to neck, groin and armpit areas
 - Use a wet towel, sheet or clothing to cover the person
19. A residual current device (RCD):
- can be a circuit breaker
 - is a safety switch to prevent electrical shock
 - is required to be installed at the switchboard, built into a fixed socket or through portable RCD outlet
 - all of the above

20. An incident with electricity is usually caused by:
- a. installation and/or repairs of electrical equipment by a qualified electrician
 - b. dangerous working conditions such as electrical cables that are frayed, loose or have exposed wires
 - c. using portable electrical equipment through a portable RCD outlet
 - d. inspecting and checking equipment for potential hazards before each use
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