

HrdKAW Strength and Weightlifting Club

RISK MANAGEMENT POLICY



1. STATEMENT OF COMMITMENT

HrdKAW Strength and HrdKAW Weightlifting Club recognises that risk management is integral to achieving its vision, mission and goals. Risk management maximises our ability to deliver on objectives, promotes sound decision making, works to safeguard athlete and employee wellbeing and contributes to meeting the work health and safety (WHS) laws.

HrdKAW Strength and HrdKAW Weightlifting Club is committed to providing a sporting and working environment that is safe, stable and free of discrimination and harassment, where risks are minimised through proactive management. Accordingly, HrdKAW Strength and HrdKAW Weightlifting Club accepts risk management as one of its prime responsibilities, making it an integral part of all decision-making processes.

All risk management activities will be carried out in-line with the principles and guidelines set out in the HrdKAW Strength and HrdKAW Weightlifting Club Risk Management Plan.

2. POLICY APPLICATION

This policy applies to HrdKAW Strength and HrdKAW Weightlifting Club management and day-to-day operations undertaken by all staff. Adoption of the policy will ensure consistency in risk management principles and procedures.

3. POLICY COVERAGE

Risk Management refers to the culture, processes and structures that are directed towards the effective management of potential opportunities and adverse effects. All daily activities, events, clinics, workshops, programs and/or services are governed by the policy.

4. RISK MANAGEMENT PRINCIPLES

HrdKAW Strength and HrdKAW Weightlifting Club's Risk Management is reliant upon a number of principles. Adherence to these principles will facilitate the emergence of a risk management culture that will be actively encouraged. These principles make the HrdKAW Strength and HrdKAW Weightlifting Club Risk Management Plan an effective tool that provides reliable information that HrdKAW Strength and HrdKAW Weightlifting Club can use to improve its performance. These principles include:

- Leading by example in responding to risk
- Responding promptly to any concerns
- Trusting and empowering volunteers and paid staff to manage risks at all levels
- Education and training
- Ensuring the right values are instilled in young people
- Acknowledging and rewarding good risk management
- Encouraging learning from unexpected results, both positive and negative

5. ROLES AND RESPONSIBILITIES

All employees, volunteers, participants and the wider community are responsible for ensuring that risks to themselves, others, HrdKAW Strength and HrdKAW Weightlifting Club and the sport of diving, are minimised. The co-owners Joshua Wu and Melissa Wu however, have the ultimate responsibility for successful risk management with both taking day-to-day responsibility for the process. This section specifies the responsibilities of all parties involved in Risk Management within HrdKAW Strength and HrdKAW Weightlifting Club:

Co-owners

- Ensure the context of the policy is communicated to all levels, via the distribution of HrdKAW Strength and HrdKAW Weightlifting Club's Risk Management Policy Statement
- Ensure Risk Management practices, in-line with the HrdKAW Strength and HrdKAW Weightlifting Club Risk Management Plan, are implemented at all levels
- Ensure that appropriate training is provided so that risk is actively minimised
- Provide appropriate resources to ensure that risk is minimised
- Report annually on the year's achievements and on any future risks which may threaten any aspect of HrdKAW Strength and HrdKAW Weightlifting Club's business
- Ensure all HrdKAW Strength and HrdKAW Weightlifting Club employees have the opportunity to engage in risk assessment and treatment processes
- Actively report and encourage reporting of risk, real or potential, and ensure that appropriate action is taken to minimise such risk

- Ensure that, when implementing risk management actions, other related HrdKAW Strength and HrdKAW Weightlifting Club policies are also adhered to
- Assume day-to-day responsibility for risk management
- Ensure appropriate and up-to-date documentation of risk identification and treatment
- Provide appropriate induction on risk management and all other associated policies to staff and participants

Staff and Participants

- Distribute information on risk management throughout networks, as required
- Adopt and implement appropriate risk management behaviour in all aspects of work
- Report risk, real or potential, and ensure appropriate action is taken to minimise such risk
- Ensure appropriate and up-to-date documentation of risk identification and treatment, for the particular work area

Everyone

- Successful risk management also relies on the personal knowledge, perception, and behaviour of all involved in HrdKAW Strength and HrdKAW Weightlifting Club

6. REVIEW AND IMPLEMENTATION

The regular monitoring and review of risks is an integral part of HrdKAW Strength and HrdKAW Weightlifting Club business and Risk Management will be reviewed annually. The process will ensure new risks are detected and managed and that action plans are implemented and progressed effectively.

7. ADDITIONS AND CHANGES TO POLICY

Recommended changes to the policy may be made at any time. In the event that changes are made, the policy will be updated, dated and distributed to all stakeholders.

HrdKAW Strength and HrdKAW Weightlifting Club is committed to making sure all policies are current. To facilitate this, reviews are conducted annually.

FURTHER INFORMATION

For further information on the policy and the risk management procedures, please contact HrdKAW Strength and HrdKAW Weightlifting Club by email or phone:

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