

# Jamberoo Action Park



## FIRST AID PLAN



## Jamberoo Action Park

### **FIRST AID PLAN**

Jamberoo Action Park is committed to providing a safe environment for staff and visitors utilising the facilities. All staff is trained and holds current Cardio-Pulmonary Resuscitation, Senior First Aid and Bronze Medallion qualifications.

Jamberoo Action Park also employs designated First Aid Officers with Advanced First Aid and Occupational First Aid qualifications, which are in charge of the first aid room and are available to cover all areas of the park.

The First Aid Plan is to highlight and ensure there is sufficient coverage on the premises to respond to all First Aid Emergency issues for staff and visitors utilising the facilities. The First Aid Plan takes into consideration the operations carried out on the premises:

1. Type of work performed
2. Type of activities carried out
3. Potential injuries/illnesses and likely causes
4. Workplace hazards
5. Injuries and Illnesses that may occur

In the event of any injury or illness, all staff members of Jamberoo Action Park will provide immediate first aid response. The designated first aid officer will then be contacted and will assess what further medical assistance is required.

### **Location & Hours of Operation**

Jamberoo Action Park covers approximately 40 hectares and is located at Jamberoo Road Jamberoo. The nearest hospital is Shellharbour Public Hospital located approximately 8kms from the Action Park. (Included at the end of the first aid plan are contact details of nearest emergency services.)

Jamberoo Action Park operates 36 weeks a year with the majority of the operations carried out for 8 months of the year 1<sup>st</sup> September – 30<sup>th</sup> April. The park hours operates on a daily basis from 10:00-5:00pm. Approximately 500-11,000 visitors, 100-150 staff and contactors work and access the park on a daily basis, at differing times throughout the year.

# Jamberoo Action Park Overview Map



## Nature of work performed on the facilities:

Whilst the operations of Jamberoo Action Park are predominantly recreational, there are a number of other areas that could lead to a number of potential issues with visitors and staff undertaking tasks.

## The following areas have been identified as areas of potential injuries:

### Catering/Retail Outlets

- The Loft - Licensed restaurant & Function centre
- Burger Barn
- Chicken Spot
- Bombora Seafood
- Bombora Scoop
- Splash Snacks
- Surf Shack
- Photo Shop
- Souvenir Shop



### Rides/Attractions

- Splash-out Waterslide
- Mushroom Pools – Kiddies
- Toboggans
- Go Carts
- Golf
- Train
- The Rock
- Surfhill
- Outback Bay
- The Taipan
- Rapid River
- Billabong Beach
- Round Pools
- Chair Lift



## **Picnic / Shelter Areas**

- Bay view Huts
- Picnic Shelters
- BBQ Huts
- Taipan Huts

## **Office, Administration**

- Front Office
- Middle Office
- Cash handling booths Front Gate

## **Other Processes**

- Manual Handling
- Administrative services
- Refueling processes
- Security
- Policing of facilities
- Dispute, conflict resolution
- Store Issues
- Heavy Transport
- Toxic chemicals

## **Public Amenities**

- Pavilion Toilets & Change rooms
- Splash Snacks Toilets
- Surf Hill Toilets & Showers
- Loft Toilets

## **Maintenance / Workshop Areas**

- Maintenance workshops
- Heavy machinery workshops
- Cleaners Room
- Loading dock areas
- Fuel & gas storage areas
- Plant Rooms

## **Types of Injuries / Illnesses likely encountered:**

Due to the nature of the operations at the Jamberoo Action Park the potential injuries have been identified:

- Abdominal injuries/emergencies
- Acute dislocations
- Acute wounds
- Amputations
- Ankle, Wrist and Knee Sprains
- Back Injuries
- Bacterial Infection
- Blast Injuries
- Bleeding, external and internal wounds
- Burns and scalds, thermal, steam emergencies
- Cardiovascular emergencies
- Chest Injuries
- Childbirth emergencies
- Confined space emergencies
- Crush injuries
- Cryogenic injuries
- Dangerous good emergencies

- Degloving
- Dermatitis
- Drug and alcohol
- Electric shock
- Embedded Objects
- Emotionally disturbed
- Eye Injuries
- Fractures, dislocations, strains and sprains
- Head, neck and spinal injuries
- Heat Exhaustion
- Heat Stroke
- Hypothermia
- Impalement injuries Infectious waste
- Lacerations, abrasions
- Medical emergencies – eg chest pain, stroke, asthma, epilepsy, diabetes
- Multi casualties' emergencies (triage)
- Poisoning
- Respiratory emergencies
- Seizures
- Sharps disposal
- Shock
- Soft tissue injuries – Sprains, Strains and Dislocations
- Toxic hazards emergencies
- Vibration injuries
- Waste disposal

## Location of First Aid Kits

NSW Work cover approved First Aid Kits are readily accessible and located in the following areas:

- First Aid Room
- Souvenir Shop
- Go Karts - Workshop
- Outback Bay Pump house
- Bombora Seafood / Scoop
- Middle Office
- Toboggans - Bottom Station
- Toboggans – Top Station
- Surf Hill Pump House
- Chicken Spot
- The Loft
- Taipan
- Gardeners Shed



Inspection and replenishment of first aid kits is undertaken as utilised and also on a weekly basis.

## First Aid Emergency and Evacuation Procedures

A guide outlining the First Aid and Emergency Response Procedures are available at all outdoor / indoor locations of the Park. (Refer Appendix B)

Current Australian Resuscitation Council - CPR-Cardio-Pulmonary Resuscitation Charts and signage of pool rules are positioned in conspicuous locations at all water activities around Jamberoo Action Park.

### Emergency Rescue Assistance Equipment

Rescue equipment such as buoyancy, reaching aids and pocket resuscitation masks with one way valves, are readily available at the following locations: (Refer to Park Map)

- Outback Bay
- Go Karts
- Waterslides – Splash out
- The Rock
- Round Pools – rolling log
- Mushroom Pools
- Toboggans
- Rapid River
- Billabong Beach
- Surf hill
- Taipan



### Automated External Defibrillators (AED)

Two AED's are located at Jamberoo Action Park, with provisions for adults and children. One AED is located in the first aid room and one AED is located at The Rock. Part of the responsibilities of the nominated first aid officer each day is to inspect the AED's and check that both have sufficient battery power, including gloves, resuscitation mask and a cleaning pad. (Refer Park Map)



### Treatment Rooms

A fully equipped First Aid Room is available, which is located next to the surf shack / photo booth and is positioned to ensure sufficient coverage for the range of operational activities. (Refer Park Map)

The nominated First Aid Officer (with current Advanced First Aid & Occupational First Aid Qualifications) is in charge of operating and maintaining the First Aid Room.

Telephone Internal Extension 2521



## **Responsibilities of Nominated First Aid Officer & First Aid Treatment Room**

The nominated first aid officer undertakes duties such as rendering and providing first aid as required; inspection, replenishment, cleaning of the first aid room, including all first aid kits, pocket resuscitation masks, AED's, rescue equipment around the park, on a daily and weekly basis.

The First Aid Room is well lit, ventilated and maintained; It includes NSW Work Cover approved First Aid Kits, Equipment and a Register of Injuries / Illnesses. Maintenance of the First Aid Room is conducted on a daily basis with a checklist outlining the procedures. A stock take of equipment and stores is undertaken on a weekly and monthly basis to ensure there are sufficient supplies.

Jamberoo Action Park Management calls regular meetings, at least 3 (three times) per year of all First Aid Officers on the premises to ensure a consistent approach to treatment and support.

The Human Resource Manager ensures that all First Aid Officers are trained and the qualifications are maintained.

## **Nominated First Aid Officers and Access to First Aid Rooms and Kits**

All of the First Aid Officers listed below hold current first aid training and have access to the First Aid Room:

NAME	AREA / ROLE	LEVEL OF TRAINING	PHONE NUMBER	TWO WAY CHANNEL
Dax Eddy	General Manager	Advanced First Aid	104	26
Tod McLean	Operations Manager	Advanced First Aid	114	26
Matthew Crehan	Human Resource Manager	Advanced First Aid	103	26
Grant Neill	Outdoor Duty Manager	Advanced First Aid	114	26
Luke Schibeci	Outdoor Duty Manager	Advanced First Aid	114	26
Samuel Riddington	Outdoor Duty Manager	Advanced First Aid	114	26
John Good	Outdoor Duty Manager	Advanced First Aid	114	26
Annette Perram	First Aid Officer	Occupational First Aid Officer	122	26
Brett Matthews	Customer Service Manager	Advanced First Aid	107	24
Luke Flack	Catering Manager	Senior First Aid	115	25

## Jamberoo Action Park Contact Numbers

**Jamberoo Action Park**

Tel: 0242360114

Fax: 0242360019

<b>NAME</b>	<b>SECTION</b>	<b>INTERNAL PH. NO</b>
Dax Eddy	Management – General Manager	104
Tod Mc Lean	Management - Operations Manager	113
Mathew Crehan	Management – Human Resource	103
Sally Matthews	Management – Retail	102
Gai Swords	Management – Marketing	101
Xanthe	Management – Admin	100
Administration	Management – Admin	110
Luke Flack	Management - Catering	115
Mal (workshop)	Management - Workshop	111
Stock Control	Catering	114
Cash Control	Catering	108
Souvenir Shop	Indoor Area	107
Photo Shop	Indoor Area	127
Bombora Seafood	Catering Area	123
Turbo Shakes	Catering Area	126
Loft	Catering Area	106
Bottom Station	Outdoor Area	116
Middle Station	Outdoor Area	118
Top Station	Outdoor Area	117
Rock	Outdoor Area	120
Cars	Outdoor Area	121
Staff Room	Outdoor Area	124

## Emergency Services Contact Numbers

Emergency services can be contacted from a telephone:

Police/Fire/Ambulance                      Phone 000 (mobile telephone 112 or text 106)

Shellharbour Hospital                      Phone 42952500

Wollongong Hospital                      Phone 42225000

Warilla Police Station                      Phone 42952699

NSW Ambulance Service                      Phone 131233

Poisons Information Centre                      Phone 131126

Integral Energy                      Phone 131003

Albion Park Rail Fire Brigade                      Phone 42562500

Shellharbour Fire Brigade                      Phone 42951940

Kiama Fire Brigade                      Phone 42321222

State Emergency Service                      Phone 132500

## Review

This First Aid Plan is to be reviewed at the end of the Jamberoo Action Park season for 2008. Updating the plan for 1 (one) year ensures facilities operational requirements are met.

### Version Control Table

<b>Version Control</b>	<b>Date Released</b>	<b>Approved By</b>	<b>Amendment</b>
1.0	Nov 2007	Human Resource Manager	New document created
2.0	Nov 2008	Human Resource Manager	Updated to reflect current requirements
3.0	April 2009	Human Resource Manager	Updated to reflect current requirements