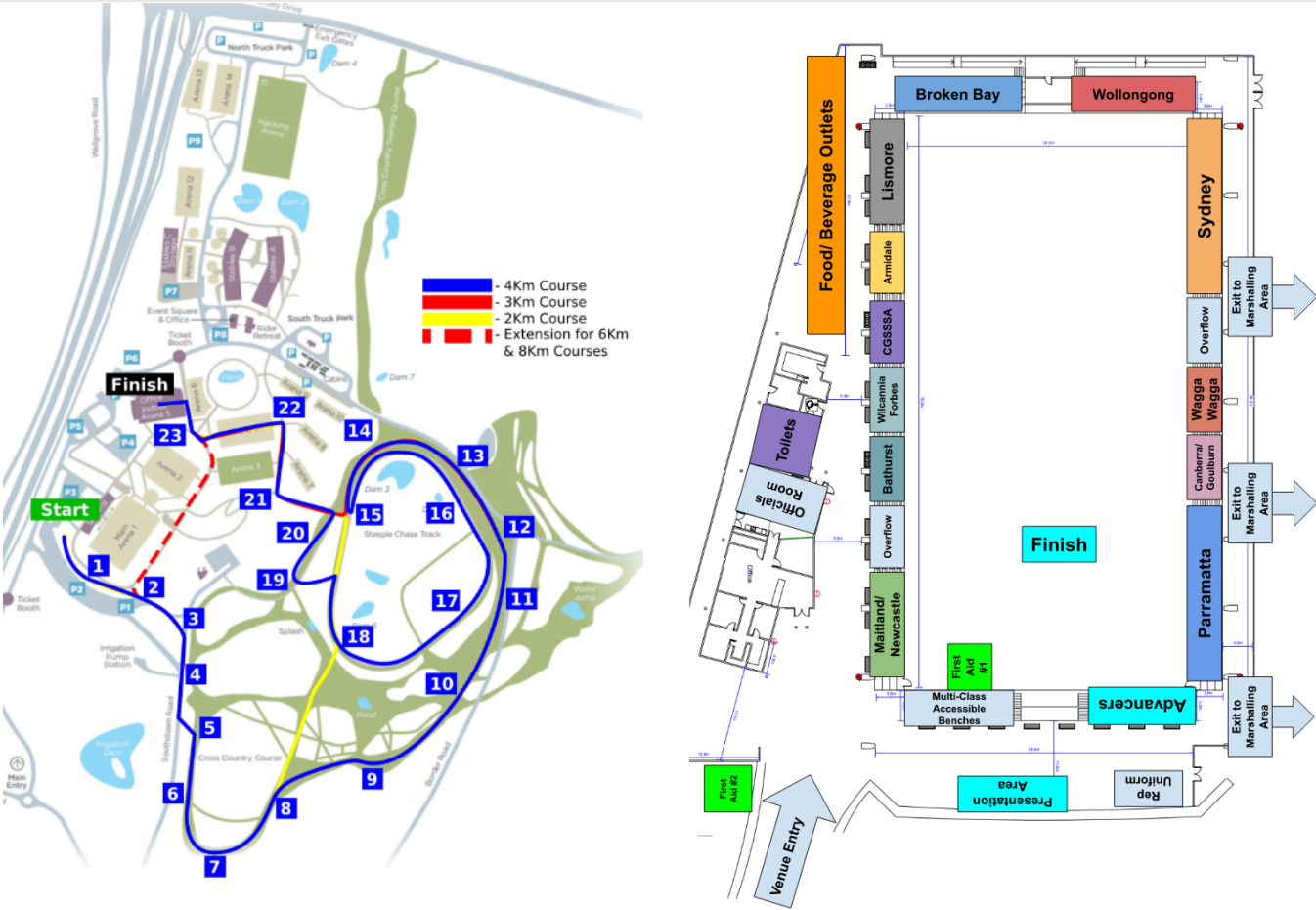


Event Summary - NSWCCC & NSWCPS Cross Country Championships 2024

1. Event Details

Event Name	NSWCCC and NSWCPS Cross-Country Championships 2024
Description	The NSWCCC & NSWCPS Cross Country Championships, held annually at the Sydney International Equestrian Centre, bring together Catholic primary and secondary school students from across New South Wales to compete in cross country running events, offering a platform for talented young athletes to showcase their abilities and potentially progress to higher levels of competition.
Location/s	Sydney International Equestrian Centre, Saxony Road, Horsley Park

2. Event Site Plan



3. Event Program

Time	Description
6.30am	CSNSW Sport – Staff Arrival & Event Bump In
7.30am	Course Officials Meeting & Team Managers Arrival
7.40am	Walk the Course – Gates Open (Primary Only)
7.50am	Walk the Course – Gates Shut
8.30am	Marshalling for Event 1
8.35am	Marshalling for Event 2
8.40am	Welcome Prayer / Opening

8.45am	Marshalling for Event 3
8.50am	Marshalling for Event 4
8.50am	1 st Polding/MacKillop Events Commence (Primary & Multiclass)
11.30am	1 st CCC Events Commence (Secondary and Multiclass)
1.55pm	Final Event Commences

4. Key Contacts

Name	Role	Contact
Key Event Staff		
Robert Rush	Director, CSNSW Sport	0429 122 973
Chelsea Trainor	Event Operations Coordinator	0413 175 339
Wendy Breen	Event Organiser	0422 523 957
Michael Vandervelde	NSWCCC Convenor	0421 708 483
Elizabeth Reakes	NSWCPS Convenor	0402 332 636
Key Venue Staff		
Mark Fulcher	Centre Manager	0423 782 228
Dave Porter	Operations Coordinator	0434 566 257
Rebecca Harcus	Events Officer	(02) 8883 6912
Others		
Fairfield Police Area Command	Local Area Command	02 9728 8399
Emergency Services	Triple-000	000
Fairfield Hospital	Hospital	02 9616 8111
Horsley Park Medical Centre	Medical Centre	02 9620 2880
First Aid Officer - Chris Conway	First Aid	0403 653 184

5. Communications & Media

The following communications systems are in place for this event:





Type	Details
Primary communications system	Public Address System x 2
Emergency warning system	Yes – for communications during emergencies
Radio communications	40x Two Way Radios, Channel Fixed
WhatsApp	Yes - QR Code in Packs

Event employees must not speak to the media and must refer all enquiries to the designated media liaison officer for this event. The designated media representative is:

CSNSW Sport – Media Liaison/s	Name: Robert Rush, Director CSNSW Sport Phone: 0429 122 973 Email: Robert.Rush@csnsw.catholic.edu.au
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6. Staff Identification

Staff and event officials will be identifiable with name tags and coloured vests, as indicated below.

Vest							
Role	Child Protection Officer	First Aid Officer	Event Official	Event Convenor	Event Coord	Volunteer	Other

Event Summary - NSWCCC & NSWCPS Cross Country Championships 2024

7. WHS & Risk Management

Item	Details
First Aid	First aid is located: Indoor Area, refer Event Site Plan First Aid Officer Contact: 0403 653 184
Calling Triple-000	Address: Saxony Road, Horsley Park, NSW Nearest Cross Street: Wallgrove Road Meeting Point: Entrance to the Indoor Arena
Incident Reporting	All security incidents must be reported promptly and recorded using the QR Code: 

8. Emergency Response

IN AN EMERGENCY <ul style="list-style-type: none"> • Assess the situation and type of assistance required • Raise the alarm – call Triple Zero (000) • Alert nearby staff • Evacuate the area if necessary • Notify your supervisor • Follow directions of emergency services that attend
CHILD AT RISK <ul style="list-style-type: none"> • Observe and document any signs or behaviours that a child may be at risk of harm • Report to the designated Child Protection Officer or Child Protection Helpline on 132 111 • Maintain confidentiality throughout the reporting process • Complete reporting forms as required by CSNSW • Monitor and support the child as appropriate • Seek support if you are affected by the incident, through EAP • Call 000 if the child is at immediate risk of harm
MEDICAL EMERGENCY <ul style="list-style-type: none"> • Assess the situation and type of assistance required • Remove the injured person/s from immediate danger, if safe to do so • Alert nearby staff to: <ul style="list-style-type: none"> o Notify the First Aid Officer o Contact Triple Zero (000) o Notify your supervisor • Follow directions of emergency services that attend
FIRE <ul style="list-style-type: none"> • Remove people in immediate danger • Alert nearby staff & contact Triple Zero (000) • Confine the fire/smoke – close doors / windows • Extinguish or control fire – if trained and it is safe

If in doubt, evacuate the area and following the instructions of wardens and emergency services.

PERSONAL THREAT

- **Remain** calm and control your emotions
- **Assess** the situation and the type of assistance required
- **Maintain** a safe distance and avoid sudden movements
- **Immediately leave** the area if the situation escalates, go to a safer place
- **Alert** nearby staff/volunteers, and tell them to go to a safer place
- **Stay** out of danger – remain in a safe place until they leave
- **Contact** Police on Triple Zero (000)
- Don't challenge or attack the person

DANGEROUS SITUATIONS

Escape (Evacuate)

- Take cover, leave asap, check route is safe

Hide

- Avoid congregating in open areas
- Secure your immediate environment
- Consider locking yourself (and others) in a secure place
- Remain quiet and still

Tell

- Ring the Police on Triple Zero (000)

KEEPING WATCH – WHITE LEVEL INSPECTIONS

- Get to know your area, so you know what doesn't belong
- Check your area when you start, check it regularly
- Keep an eye out for anything that looks out of place, such as behaviour, items, vehicles, safety hazards
- If you see something out of place, report it to your supervisor or security
- If it looks dangerous, don't touch it, don't approach it, keep your distance