

NATIONAL AQUATIC INDUSTRY SAFETY AWARDS

2017

NOMINATIONS GUIDE

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Royal Life Saving

ROYAL LIFE SAVING SOCIETY - AUSTRALIA

THE 2017 NATIONAL AQUATIC INDUSTRY SAFETY AWARDS

The National Aquatic Industry Safety Awards, presented by Royal Life Saving, are an initiative of the National Aquatic Industry Safety Committee. The awards add to the suite of signature programs within the annual RLSSA calendar of events.

The awards are designed to acknowledge the achievements of Aquatic Facilities and their staff and provide an opportunity to formally recognize their commitment to improving safety outcomes.

The awards provide a powerful motivation tool to encourage ongoing professional development for organisations, community engagement and individual action in reducing drowning deaths and injuries in aquatic facilities.

In addition the awards establish new standards of excellence for aquatic facilities and act as a catalyst to increase safety activities in aquatic facilities around Australia.

The awards program raises awareness about aquatic safety generally and promotes strategies that will assist address health and safety issues in all Aquatic Facilities.

They also provide a vehicle to further promote aquatic safety activities on a national scale and unite these programs under a single banner.

KEY DATES

Nominations Open	7th April
Nomination Close	2nd June
Finalist notified	9th June
Filming commences	June and July
Announcements made	July / August

Nominations in each category are evaluated using a number of criteria listed within each individual category.

Winners and highly commended recipients will be selected by an independent judging panel from the National Aquatic Industry Safety Committee.

“The awards are designed to acknowledge the achievements of Aquatic Facilities and their staff and provide an opportunity to formally recognize their commitment to improving safety outcomes.”



JUDGING

A panel comprising representatives from the National Aquatic Industry Safety Committee will judge the entries.

Judges will make their decisions based solely on the material provided by entrants. Entrants should not expect feedback from the judging panel about their entry.

Finalists will be selected in each category and notified by Royal Life Saving Australia and a specific film crew will visit the location of each individual / aquatic facility to film a special presentation piece for each of the finalists.

Many factors are taken into account, such as (in no specific order):

- Impact
- Public benefit
- Ethics
- Originality
- Creative flair
- Safety

ANNOUNCEMENT

The winners will be announced and promoted via a unique modern media campaign throughout July and August as well as at a range of industry events within each state/territory.

PRESENTATION

Winners of each category and on the discretion of the judging panel (highly commended) will be presented with a highly recognisable award for themselves and their Aquatic Facility which will be presented at a significant industry event within their area.

Winners will also feature as part of a series of special presentations across the country that will promote their aquatic facility and its great work.

Aquatic Facility Managers will also receive copies of all the media to promote via their websites, social media, notice boards and even the big screen if you have one.

HOW TO ENTER

Entries will only be accepted online.

- Complete the online entry form. Please submit a separate form for each entry (a series on the same topic is considered a single entry).
- Upload an electronic copy of the work that forms the basis of the nomination. All file formats are acceptable.
- The online form allows for multiple file uploads simultaneously. Multiple file types are also supported.
- Entries do not have a file size limit. However the upload time will be dependent on your internet speed.

If you have issues uploading your nomination/s, contact Craig Roberts on **02 82173136** or email info@royallifesaving.com.au

The qualifying period for all nominations is between the 7th April 2017 and 19th May 2017. This period applies to all categories.

Entries must be submitted online by 4pm on Friday 19th May 2017. Please refer to conditions of entry and award categories for more detailed information.



THE AWARDS

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- a) Small Facility (less than 20 employees or full time equivalent)
- b) Large Facility (20 or more employees or full time equivalent)

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**BEST SOLUTION TO AN IDENTIFIED AQUATIC
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RECOGNISING EXCELLENCE IN AQUATIC SAFETY



EXCELLENCE IN AQUATIC SAFETY - BY AN INDIVIDUAL

This Award recognises individuals who have made an exceptional difference to aquatic health and safety. Awards may be given under the following sub-categories:

- An employee or volunteer, who does not have formal responsibility for aquatic health and safety management as part of their duties;
- An outstanding contribution by a Lifeguard, Swim Teach, Technical Operator or Duty/Facility Manager or a person with responsibility for Safety as part of their duties.

For entry in this category submissions should show the following:

- Describe your aquatic health and safety achievements/contributions and how they were accomplished. Include barriers encountered.
- In what way was your approach and contribution innovative in achieving better work health and safety performance?
- What communication and consultation processes were required/used to implement your achievements/contributions?
- How were the improvements in work health and safety performance measured?

Please limit responses to each criterion to a maximum 100 words.



EXCELLENCE IN AQUATIC SAFETY - BY AN AQUATIC FACILITY

a) Small Facility (less than 20 employees or full time equivalent)

b) Large Facility (20 or more employees or full time equivalent)

This Award recognises demonstrated commitment to continuous improvement of aquatic health and safety outcomes through the creation and continuation of an outstanding safety culture. An outstanding safety culture is created through leadership, workforce engagement and training; and reinforced across the organisation using the following:

- robust safety systems with cooperation and collaboration at all stages of the planning, implementation, monitoring and reporting.
- demonstrated behaviour and workforce engagement.
- symbols such as recognition programs, awareness campaigns and risk management.

Excellence should be demonstrated at all levels of the owner or operators organisation, from senior management's commitment to health and safety, to employees' communication and ownership of responsibility.

For entry in this category, submissions should show the following:

- Describe your safety culture and its key components. How long has it been in place?
- How do your staff and management demonstrate and take ownership of your safety culture across the organisation?
- Has your safety culture been fully integrated into the business? For example – recognition and awareness programs, senior management commitment, workforce engagement, design, purchasing, contract and contractor management, change management, Aquatic Safety Audits, management reviews etc.
- What are the results? Include performance information such as injury / incident frequency and severity, etc.

Please limit responses to each criterion to a maximum 100 words.

BEST SOLUTION TO AN IDENTIFIED AQUATIC HEALTH AND SAFETY ISSUE

-
- a) Small Facility (less than 20 employees or full time equivalent)
 - b) Large Facility (20 or more employees or full time equivalent)
-

This Award recognises excellence in developing and implementing a solution to an identified health and safety issue. Entries for this Award may include a product solution, engineering innovation, a training program, an awareness raising activity or other risk control measures that reduce the risk of aquatic related injury and illness.

For entry in this category submissions should show the following:

- What was the health and safety issue at your workplace?
- What did you do to address/control/resolve it?
- Who did you talk to about the issue or who helped you resolve it?
- What was the outcome? In what way is your workplace now safer?

Please limit responses to each criterion to a maximum of 100 words.

EXCELLENCE IN AQUATIC SAFETY - INDUCTION AND PROFESSIONAL DEVELOPMENT

This Award recognised individuals or organisations who have made an exception difference or innovative approach to an Induction or Professional Development program that has been implemented in an Aquatic Facility. The program can be a one-off or ongoing.

Finalists of this category should demonstrate that their program has led to sustainable improvement in workplace behaviour/performance/processes.

For entry into this category your submission should answer the following:

- Why was the training need required?
- Describe the process for developing and delivering the program.
- What barriers were encountered during implementation of the training?
- What was the timeframe involved?
- What was the effect of the program?

Please limit responses to each criterion to a maximum 100 words.



EXCELLENCE IN AQUATIC SAFETY - PUBLIC MESSAGING AND EDUCATION

This category recognises organisations who have effectively and innovatively communicated an aquatic safety message to their workforce or visitors of their aquatic facility. The communication of a message can be a one-off event or an ongoing program.

Finalists of this category must be able to demonstrate that their communication methods are consistent with National Education Programs and that processes have led to sustainable improvement in behaviour/safety performance/processes.

For entry into this category your submission should answer the following:

- Why was the safety message required?
- What was the safety message?
- Describe the process for developing and delivering the safety message
- What barriers/problems were encountered during the implementation of the solution/change?
- What was the timeframe involved?
- What was the effect of the safety message?

Please limit responses to each criterion to a maximum 100 words.

EXCELLENCE IN AQUATIC SAFETY - INNOVATIVE AND SAFE DESIGN

This Award recognises excellence in the innovation and safe design of new or refurbished aquatic facilities, plant or equipment. It has been established on the premise that good design is the most effective and tangible means of creating a healthy and safe aquatic facility.

When utilized effectively, a focus on health and safety by design helps eliminate hazards and risks beforehand by improving the design of products, structures, plant and substances, work processes and systems.

For entry into this category your submission should answer the following:

Safety in Construction, Use and Maintenance

- Was the design developed in consultation with duty holders and workers, including those in the supply chain?
- Does the design include good human factors and ergonomic design principles?
- Does the design meet or exceed work health and safety regulations and standards?

Safety Innovation

- Is this a completely new and innovative safety measure?
- Does it set a new benchmark for health and safety?
- Does it open new possibilities for other applications in health and safety?

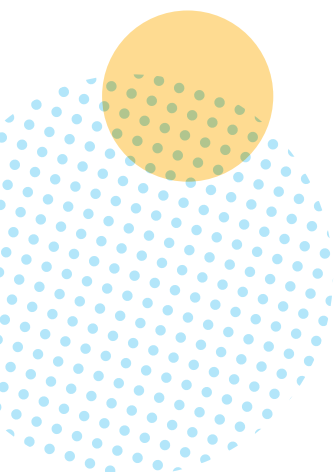
Sustainability

- How has safe disposal / decommissioning been considered in the product / building design?
- What aquatic safety or public health or environmental benefits are demonstrated?
- What is the reliability and validity of the indicators used to measure this?

Health and Safety Impact

- What evidence is there that the product, service or system will make the workplace healthier, safer and more productive?
- What workplace near miss incidents and injuries, disease and deaths might be avoided with this product, service or system?

Please limit responses to each criterion to a maximum 100 words.



CONDITIONS OF ENTRY

- Entrants must be at least 18 years of age.
- The National Aquatic Industry Safety Awards are open to all employees of or owners and operators of an Aquatic Facility within Australia. The Aquatic Facility may be a public and/or commercial facility, a health or education facility or a Temporary Residential Facility such as a Camping or Caravan Park, a Hotel / Motel or a Resort.
- Content must be original and created by a permanent Australian resident.
- All entries must have been relevant to the last 12 months.
- All entrants must certify that the entry is their original work.
- Entry may be by the author or nominated by a third party (for example, a Facility Manager), providing the originator accepts the nomination in writing.
- An entry may be submitted by more than one person (for example, a Lifeguard and Swim Teacher).
- Where the entry is a collaborative effort, all major contributors should be included on the entry form and any supporting documentation. A team entry may comprise up to three individuals. If there are more than three major contributors, the entry will be attributed to the organisation or program.
- Royal Life Saving Society - Australia reserves the right to verify the entry using the contact details provided on the entry form.
- Individuals / organisations entering a different nomination for more than one category must complete a separate entry form for each category.
- If it meets the eligibility criteria, the same item can be entered in more than one category provided a separate entry and entry form is submitted for each category.
- All entries should be factually correct and must be the author's own work.
- Each entry should be uploaded separately.
- The judges have the right to reject an entry which, in their opinion, does not comply with the requirements of the recognition program, including but not limited to, category suitability and entry requirements.
- The judges have the right to place a nomination in another category if, in their opinion, it fits better into that category.
- The judges' decision is final. No discussion or correspondence will be entered into.
- Royal Life Saving Society - Australia reserves the right to use all material submitted and to reproduce it solely for the purpose of promoting the National Aquatic Industry Safety Awards.
- Royal Life Saving Society - Australia reserves the right to withdraw an entry and/or award winner if it finds out at a later date that the entrant did not comply with the entry conditions.



ACKNOWLEDGEMENTS

The National Aquatic Industry Safety Committee is made possible by the significant contributions by the following organisations:

- AustSwim
- Australian Swimming Teachers and Coaches Association
- Australian Leisure Facilities Association
- Aquatic Recreation Institute
- Belgravia Leisure
- Brisbane City Council
- Club Group
- Leisure Institute of WA
- Royal Life Saving Australia and its State/Territory Member Organisations
- YMCA



RECOGNISING EXCELLENCE IN AQUATIC SAFETY



FOR FURTHER INFORMATION:

Visit the National Aquatic Industry Safety Hub

www.guidelines.royallifesaving.com.au

Phone 02 82173136

Email info@royallifesaving.com.au

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