

NZJJF Advice on Risk Management.

Risk is inherent in all aspects of Ju-Jitsu and whilst many of these risks cannot be eliminated, they can, however, be identified, quantified, and controlled. Risks that impact on the objectives of your dojo can offer both opportunity and threat. The NZJJF Risk Management policy is designed to provide Ju-Jitsu coaches and dojo owners with a systematic framework to minimise threats and maximise opportunities to their dojo or organisations operation.

Overview

If your dojo is being run as a volunteer association i.e. a group of volunteers working together for a community purpose who do not employ any person, (in this case the “Purpose” is the sport or recreation activity of Ju-Jitsu) then the volunteer association does not have risk management duties under HSWA, as they are not a ‘person conducting a business or undertaking’ (PCBU). However, it is hoped that the NZJJF Risk Management Policy will act as a guideline for management of Risk and Health and Safety issues in the dojo.

As a person in charge of a business or undertaking (PCBU), you must protect your staff, students, and visitors on site at your dojo by eliminating or minimising risks. This means you need to know how to proactively identify and then consider and put in place the behaviours, practises, systems, processes and training needed to eliminate risk, and where they can’t be eliminated, minimise those risks. The NZJJF policies on Risk Management, Health and Safety, Dojo Environmental Safety Standard, and Event Reporting can be used and amended to your dojo requirements.

Good risk management is not just about reducing injuries and possible deaths – it can also lead to better staff retention and engagement, and higher productivity. This needs to be done collaboratively as everyone has a role in managing Risk and safety leadership is critical. It requires a focus from the top and managing risks well is good for both your business and workers.

Purpose

The purpose of the NZJJF Risk Management policy is to provide guidance on how to effectively identify, assess and manage risks that arise within the practice of Ju-Jitsu and management of the dojo. Aid in the minimisation of the risk of harm to coaches, students, visitors and volunteers through the appropriate management of hazards and risk, and to advise on where to go to for specialist advice if required.

Risk Management Steps

Step 1: **Identify** – The first step is to identify the hazards, starting with those that have the potential to cause people serious injury or illness. Some activities will often involve several hazards. Some are trivial, while some could kill. Focus on managing your dojo's most significant risks first before managing less serious risks.

Step 2: **Assess/Evaluate** – Once you have identified the hazards in your workplace, you next have to assess the level of risk for each hazard. Look at each hazard and think about how likely it is to cause harm, then if something did happen, look at how severe the injury would be? These two factors combine to tell us the level of risk i.e. Likelihood X Severity = Level of Risk (scored 1 to 25)

Step 3: **Control** – Once you have identified the level of risk, you must do what is reasonable and practical to eliminate it or, where it can't be eliminated, minimise it by choosing the best controls for the situation. The better the level of control, the lower the level of risk.

Step 4: **Reassess/Monitor** – If you find that the risk level is still too high, go back and reassess it, this time choosing different controls to lower the level of risk. Review your practices regularly to identify any new risks that might need to be managed. Reviewing also means thinking about the way you identify, assess and control risks – do your processes work, or is there a better way?

More advice

Need more help? Review our Risk Management Policy and learn how to do a risk assessment and complete a Hazard and Risk Register by using it as a guide and tool. If you need a health and safety system, consider adapting our Health and Safety Policy for your dojo.

Please contact secretary@nzjif.or.nz for more advice.