

Building Futures Care : Risk Assessment

Activity / Location:

| Hazard Identified | Risk Assessment (use matrix) | Elimination/Control Measures | Who's Responsible | When |
|-------------------|---------------------------------|--|-----------------------------|--------------|
| Cars/ Road safety | High | <ul style="list-style-type: none"> • Use service approved vehicle/ hire bus, use appropriate restraints, Educator in vehicle with children. • Teach children about road safety and review this before an excursion. | All Educators Volunteers | At all times |
| Sharp Objects | High | <ul style="list-style-type: none"> • Wearing enclosed footwear, being alert and supervising. • Educating children on health and hygiene safety. | All Educators Volunteers | At all times |
| Sun | High | <ul style="list-style-type: none"> • Wearing hats, sunscreen and sun safe clothing, and educating children on sun safety. • Stopping in shaded places wherever possible. | All Educators Volunteers | At all times |
| Strangers | High | <ul style="list-style-type: none"> • Supervising children at all times and being aware of those around children. • Educating children about 'stranger danger'. • Volunteers to be approved persons and, where necessary, hold blue cards. | All Educators Volunteers | At all times |
| | | <ul style="list-style-type: none"> • | | |

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| Plan Prepared by: | | Venue and Safety information reviewed & photo attached. Yes / No Comment: _____ _____ _____ |
| Prepared in consultation with: | Coordination Unit | |
| Who was this communicated to: | Parents/guardians | |
| Date Written: 26/09/18 | Date Reviewed: 18/12/18 | |
| Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs. | | |

Risk Matrix

Consequence

| Likelihood | | Insignificant | Minor | Moderate | Major | Catastrophic |
|------------|----------------|---------------|----------|----------|----------|--------------|
| | Almost certain | Moderate | High | High | Extreme | Extreme |
| | Likely | Moderate | Moderate | High | Extreme | Extreme |
| | Possible | Low | Moderate | High | High | Extreme |
| | Unlikely | Low | Low | Moderate | High | High |
| | Rare | Low | Low | Low | Moderate | High |