



Out of School Hours Care

ABN: 58 219 871 329

Ph: 02 9449 5661

237 Bobbin Head Road, Turrumurra North 2074

Email: [ntooshc@gmail.com](mailto:ntooshc@gmail.com)

Website: [www.ntooshc.com.au](http://www.ntooshc.com.au)

## Vacation care Risk Assessment

Name of Day: Creature Feature

Date: 13<sup>th</sup> July, 2020

Number of children: 30 max

Which risk assessment safety points are relevant for today? (Please tick)

Adventure Play     Animals     Art & Craft / Creative activities

Bushland/Water environments     Children with additional needs

Food & Cooking     Media & Entertainment     Sport/Physical activity

Water Play     Excursion travel

Ensure risk assessments are available to parents on the day, that they have been read by all staff involved and any relevant risk preventative measures are illustrated to children.

Is a site visit required? Yes  No

If yes, please record name of staff member conducting site visit as well as the date of the visit.

Is there a site-specific risk assessment for the venue? Yes  No

If yes, please print and make available to all staff and parents.

Other than risks presented in the above documents, please outline any activity specific risks on the table on page 2.



## RISK ASSESSMENT FORM TEMPLATE

Potential Hazard	Who is at Risk?	Existing control measures	Risk Rating	Preventative Measures	Responsibilities
Fear and anxiety relating to animals	Children and Educators	<p>Ensure children and Educators are briefed on the specifics of animal interactions before they occur and the appropriate behaviour expected around animals.</p> <p>Request parents give prior warning in relation to their child's fear of animals.</p>	4	<p>Give children options to avoid physical contact with animals.</p> <p>Aim to provide more one on one assistance, guidance and supervision to the child(ren) effected if required.</p>	<p>Feature Creatures staff to provide appropriate information and handling techniques.</p> <p>Educators to provide support to the children, especially those with fears or anxiety about the animals.</p> <p>Parents to inform NTOOSHC of any known fears.</p>
Allergies or asthma in realltion to animals	Children and educators	<p>Ensure first aid kit present.</p> <p>Ensure children have asthma, <u>anaphylaxis</u> and <u>other</u> allergy meds.</p> <p>Ensure Educators are aware of the children who suffer from asthma, <u>anaphylaxis</u> &amp; <u>other</u> allergies</p>	2	<p>Remind children to wash their hands after touching animals.</p> <p>Request that families inform NTOOSHC whether a child suffers from any known allergy or asthma triggers caused by animals.</p>	<p>Educators to be able to provide first aid.</p> <p>Educators to be aware of any children with allergies/asthma, and to be familiar with their action plans.</p> <p>Families to provide</p>

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		<p>and that they are aware of their action plans.</p> <p>Educators are aware of the signs and symptoms of <u>anaphylaxis</u>, allergy and asthma in case any child has undiagnosed reactions.</p> <p>Action plans are discussed</p> <p>Children with conditions are discussed prior.</p>			<p>information regarding <u>anaphylaxis</u>, allergy/ asthma triggers.</p>
Animal attacks, bites and stings	Children and educators	<p>First aid kit to be present during the incursion.</p> <p>Educators trained to handle first aid circumstance surrounding bites and stings.</p>	2	<p>Children to be reminded that however unlikely, animals could attack if handled incorrectly.</p> <p>Ensure careful supervision of children.</p>	Educators
Animals coming loose from their cages/containers.	Children and Educators	<p>Feature Creatures staff to ensure that all containers and cages are correctly fastened following an animal demonstration.</p>	3	<p>Feature Creatures staff to ensure adequate maintenance of equipment before arriving on site.</p>	Feature Creatures staff.

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<p>Biological contamination from outside sources (i.e. COVID-19)</p>	<p>Children and Educators  NTOOSHC community</p>	<p>All people entering NTOOSHC are to follow the Australian Gov health guidelines on how to prevent the spread of viruses.</p>	<p>2</p>	<p>Everyone is to wash their hands thoroughly upon entry to NTOOSHC. Also after touching their faces, coughing, or sneezing.  All adults to maintain social distancing practices of 1.5m.  Physical contact to be reduced to a minimum.</p>	<p>Feature Creature staff  Educators  Children  Parents/guardians</p>
<p>Allergic reactions /asthma /medical conditions</p>	<p>All people with <u>anaphylaxis</u>, <u>other</u> allergies, asthma or other medical conditions</p>	<p>Existing safety discussions  All Staff trained in first aid etc + first aid kits carried.  All staff aware of children with conditions and are aware of RMCP's and action plans.  Action plans are discussed  Children with conditions are discussed prior.  Children are aware not to share food and</p>	<p>3</p>	<p>Remind children regarding rules Keep children away from triggers Closely monitor children with conditions</p>	<p>Staff to be aware of children at all times particularly children with medical conditions.</p>

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		are aware of their own conditions			
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## Risk Assessment Matrix

Consequences / Impact	Probability / Likelihood			
	Very Likely Could happen at any time	Likely Could happen some time	Unlikely Could happen but very rare	Very Unlikely Could happen but probably never will
<b>VERY HIGH</b> - Kill or cause permanent disability or ill health	1	1	2	3
<b>HIGH</b> - Long term illness or serious injury	1	2	3	4
<b>MEDIUM</b> - Medical attention and several days off work	2	3	4	5
<b>LOW</b> - First Aid required and no time off work	3	4	5	6

Risk assessments are conducted to ensure that there is correct and reasonable supervision carried out for activities. If you believe an activity requires ratios other than 1:15 for an in-centre day and 1:10 for an excursion day, please note this down in the preventive measures column and alert the centre director to ensure appropriate planning occurs.

Name of educator completing this risk assessment: Matt Low & Kirsty Hunt