



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

Website: www.ntooshc.com.au

Vacation care Risk Assessment

Name of Day: Got Game

Date: 14th 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 |
|--|---|--|-------------|---|---|
| Physical altercations due to competitiveness | Children | Children to be removed from the activity immediately and contact made with their guardians. First aid kit present. Incidents recorded. | 4 | Staff to inform children of the consequences of aggressive play. Appropriate supervision maintained under the ratio of 1:15. | NTOOSHC Staff |
| Trips/falls | All | Existing safety discussions - shoe lace reminders All Staff trained in first aid etc + first aid kits carried. | 4 | Remind children regarding rules. | Staff to be aware of children with untied laces or conducting themselves irresponsibly |
| Allergic reactions /asthma /medical conditions | All people with <u>anaphylaxis</u> , <u>other</u> allergies, asthma or other medical conditions | 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 | 3 | Remind children regarding rules Keep children away from triggers Closely monitor children with conditions | Staff to be aware of children at all times particularly children with medical conditions. |

North Turrumurra OSHC

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|--|---|--|---|---|---|
| | | <p>Children with conditions are discussed prior.</p> <p>Children are aware not to share food and are aware of their own conditions</p> | | | |
| <p>Biological contamination from outside sources (i.e. COVID-19)</p> | <p>Children and Educators</p> <p>NTOOSHC community</p> <p>Incursion Providers</p> | <p>All people entering NTOOSHC are to follow the Australian Gov health guidelines on how to prevent the spread of viruses.</p> | 2 | <p>Everyone is to wash their hands thoroughly upon entry to NTOOSHC. Also after touching their faces, coughing, or sneezing.</p> <p>All adults to maintain social distancing practices of 1.5m.</p> <p>Physical contact to be reduced to a minimum.</p> | <p>Educators</p> <p>Children</p> <p>Parents/guardians</p> |



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 |
| VERY HIGH - Kill or cause permanent disability or ill health | 1 | 1 | 2 | 3 |
| HIGH - Long term illness or serious injury | 1 | 2 | 3 | 4 |
| MEDIUM - Medical attention and several days off work | 2 | 3 | 4 | 5 |
| LOW - 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