



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: NTOOSHC Cinema

Date: 9th Oct 2020

Number of children: Max 40

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 of Movies/ TV Shows	Children	Ensure movies shown to children are rated G. Permission from parents/ guardians for children to watch movies/ TV Shows. Educators choose appropriate movies for children.	4	Offer a second option for children if they don't like the movie provided.	Educators
Trips/ Falls	All	Existing Safety Discussions – Keeping a safe distance during activities, shoe laces	4	Remind Children Regarding Rules	Educators to be aware of the children while participating in physical activity.
Collisions between individuals	Educators and children		4	Speak to children before activity about being spatially aware and looking out for others while playing	Educators
Hiding or running out of bounds	Educators and children	Cones are laid out to display the boundaries	4	Point out the cones to students during safety briefing	
Allergic Reactions/ Asthma/ Medical Conditions	All people who have anaphylaxis, other allergies, asthma and any other medical conditions.	Existing Safety Discussions. All Staff trained in First Aid. First Aid Kits are	3	Remind Children of Rules. Keep children with conditions away from triggers.	Staff to be aware of children at all times, particularly with medical conditions.

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		<p>easily accessible.</p> <p>All staff are aware of children with conditions and are aware of RMCP's and Action Plans.</p> <p>Action Plans are discussed.</p> <p>Children with conditions are discussed prior.</p> <p>Children are not to share food and are aware of their own conditions.</p>		Closely monitor children with conditions.	
Sunburn, dehydration, Extreme weather conditions etc.	Children and Educators	<p>UV rating will be checked prior to excursion commencing as part of the daily WHS check.</p> <p>Sunscreen provided and water bottles encouraged to be on hand during activity.</p> <p>Existing safety discussions about sun safety.</p>	3	<p>Children will be given regular drink breaks throughout the day to ensure they remain hydrated.</p> <p>When outdoors children and staff will be expected to wear hats at all times.</p> <p>Children without a hat to be given One.</p>	All staff
Biological Contamination from Outside Sources (i.e. COVID-19)	Children and Educators NTOOSHC Community	All people entering NTOOSHC are to follow the Australian Government health guidelines on how to prevent the spread of viruses.	2	Everyone to wash their hands thoroughly upon entry to NTOOSHC. Also, after touching their faces, coughing, or sneezing.	<p>Educators</p> <p>Children</p> <p>Parents / Guardians</p>

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				All adults to maintain social distancing practices of 1.5m. Physical Contact to be reduced to a minimum.	
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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
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