



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

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Vacation care Risk Assessment

Name of Day: Spin Joy

Date: 8/10/2020

Number of children: Max 40

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

Adventure Play Animals X Art & Craft / Creative activities

Bushland/Water environments X Children with additional needs

Food & Cooking X Media & Entertainment X 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 X

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 X

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
Sunburn, dehydration, extreme weather conditions etc.	Children and Educators	<p>UV rating will be checked prior at the start of the day during the WHS checklist.</p> <p>Sunscreen provided and water bottles to be used during physical activity.</p> <p>Mentioned throughout the safety talk at the start of day,</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>	Staff
Allergic reactions/ asthma/ medical conditions.	All people with anaphylaxis and other allergies, asthma or other medical conditions.	<p>Existing safety discussions.</p> <p>All staff are trained in first aid and first aid kits are carried.</p> <p>All staff are aware of children with conditions and are aware of</p>	3	<p>Remind children of rules to not share food.</p> <p>Keep children with allergies away from triggers.</p> <p>Closely monitor children with</p>	Staff to be aware of children with medical needs at all times.

North Turrumurra OSHC

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		<p>RMCP's and action plans.</p> <p>Action plans are discussed.</p> <p>Children with conditions are discussed prior.</p> <p>Children are aware not to share food and are aware of their own condition.</p>		conditions.	
Biological contamination from outside sources (COVID-19)	Children 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 is to wash their hands thoroughly upon entry to NTOOSHC. Also, after touching their faces, coughing, or sneezing.	Spin Joy Staff Educators Children Parents/ Guardians
Appropriate distancing while using hula hoops.	Children	Safety talk at the start of the incursion.	4	Throughout the activity, ensure that children aren't getting too close to each other.	Staff Children



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: Maddy Corkery