



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: Make My Bear

Date: 2nd October 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
Children ingesting materials from bear making	Children	Staff supervise children	3	Supervision of children during activity	Staff to keep a close eye on children who may be at a higher risk of ingesting bear building materials
Children tripping over other bear building stations	Children	Supervision of children	4	Children are to remain seated unless instructed otherwise	Staff are to ensure children are remaining seated and are spread out enough
Allergies to bear stuffing e.g. dust mites & asthma attacks	Children	Staff are aware of children with allergies & asthma	3	Children who have allergies will be supervised by staff	Staff will keep a close eye on children who have dust allergies or asthma. Staff will also have Ventolin and antihistamines (if part of action plan) stored in the appropriate location
Behaviour escalation to violence	Educators and children	Educators understand children's emotional tendencies and needs Educators know Relationship dynamics between children	3	Educators to appoint teams to mitigate risk of children emotionally heightening one another	Educators

North Turrumurra OSHC

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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.</p> <p>All adults to maintain social distancing practices of 1.5m.</p> <p>Physical contact to be reduced to a minimum.</p>	<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>
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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: Nick Hill