



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)

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## Vacation care Risk Assessment

Name of Day: Soccer Academy

Date: 28<sup>th</sup> Sept 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
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
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	Educators and children
Injuries caused by sporting equipment. i.e. hit by balls, rolling ankles, etc	Children, educators, and incursion providers	All children are to attend NTOOSHC with enclosed shoes.  First aid kit to be present.	4	Ensure specific use of equipment being used has been discussed and outlined with children and staff prior to commencement	Children, educators, and incursion providers

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				of activity.	
Sunburn, dehydration, Extreme weather conditions etc.	Children and Educators	UV rating will be checked prior to excursion commencing as part of the daily WHS check.  Sunscreen provided and water bottles encouraged to be on hand during activity. Existing safety discussions about sun safety.	3	Children will be given regular drink breaks throughout the day to ensure they remain hydrated.  When outdoors children and staff will be expected to wear hats at all times.  Children without a hat to be given One.	All staff
Allergic reactions /asthma /medical conditions	All people with anaphylaxis, other 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  Children with conditions are discussed prior.  Children are aware not to share food and are aware of their own conditions	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.
Biological	Children and	All people	2	Everyone is to	Educators

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<p>contamination from outside sources (I.e. COVID-19)</p>	<p>Educators  NTOOSHC community  Incursion Providers</p>	<p>entering NTOOSHC are to follow the Australian Gov health guidelines on how to prevent the spread of viruses.</p>		<p>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>Children  Parents/guardians</p>
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## Risk Assessment Matrix

Consequences / Impact	Probability / Likelihood			
	<b>Very Likely</b> Could happen at any time	<b>Likely</b> Could happen some time	<b>Unlikely</b> Could happen but very rare	<b>Very Unlikely</b> 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