

# NNOOSH RISK ASSESSMENT

PLAN PREPARED BY: Jaime  
COMMUNICATED TO: Senior Group

IN CONSULTATION WITH: Ashley, Briana  
VENUE & SAFETY INFORMATION ATTACHED:

<b>EXCURSION DETAILS</b>			
<b>DATE OF EXCURSION:</b> Tuesday 18 <sup>th</sup> January		<b>EXCURSION DESTINATION/S:</b> <b>Incursion Kids Mantra</b>	
<b>METHOD OF TRANSPORT</b> (INCLUDING PROPOSED ROUTE/S): N/A		<b>WATER HAZARDS?</b> no IF YES, DETAIL IN RISK ASSESSMENT BELOW.	
<b>PROPOSED ACTIVITIES:</b> <ul style="list-style-type: none"> <li>• Gaming Bus</li> <li>• Laser Tag</li> <li>• Jumping Castle</li> </ul>		<b>DEPARTURE TIME:</b> <b>ARRIVAL TIME: 10:00am</b> <b>DEPARTURE TIME: 1:00pm</b> <b>ARRIVAL TIME:</b>	
<b>NAME OF EXCURSION CO-ORDINATOR:</b> Ash		<b>CONTACT NUMBER:</b> 9913 2846	<b>CONTACT MOBILE NUMBER:</b>
<b>NUMBER OF CHILDREN ATTENDING:</b> 50	<b>NUMBER OF EDUCATORS/VOLUNTEERS:</b> 4		<b>EDUCATOR TO CHILD RATIO:</b> 1:15
<b>FIRST AID KIT?</b> Yes <b>LIST OF CHILDREN ATTENDING EXCURSION?</b> Yes <b>CONTACT INFORMATION FOR EACH CHILD?</b> Yes <b>MEDICAL INFORMATION FOR EACH CHILD?</b> Yes		<b>LIST OF ADULTS PARTICIPATING IN THE EXCURSION?</b> Yes <b>CONTACT INFORMATION FOR EACH ADULT?</b> Yes <b>MOBILE PHONE?</b> Yes <b>OTHER ITEMS?</b> Yes	
<b>RISK ASSESSMENT</b>			
<b>ACTIVITY:</b> <ul style="list-style-type: none"> <li>• Laser Tag</li> </ul>	<b>HAZARD IDENTIFIED:</b> <ul style="list-style-type: none"> <li>• Tripping / falling whilst running around</li> <li>• Bumping into objects</li> </ul>	<b>RISK ASSESSMENT</b> (USE MATRIX):  <b>MODERATE</b>	<b>ELIMINATION/CONTROL MEASURES:</b> <ul style="list-style-type: none"> <li>• All activities conducted under the active supervision of staff</li> <li>• Children and staff will be instructed on safe practice prior to participating in any activities and follow said instructions</li> <li>• Staff are trained in first aid</li> </ul>

<p><b>ACTIVITY:</b></p> <ul style="list-style-type: none"> <li>• Weather Conditions</li> </ul>	<p><b>HAZARD IDENTIFIED:</b></p> <ul style="list-style-type: none"> <li>• Slippery/ Wet &amp; Sunburnt</li> </ul>	<p><b>RISK ASSESSMENT</b> (USE MATRIX):</p> <p style="text-align: center;"><b>HIGH</b></p>	<p><b>ELIMINATION/CONTROL MEASURES:</b></p> <ul style="list-style-type: none"> <li>• Incursion will not go ahead during wet weather conditions, it will be cancelled or moved to an all-purpose weather area</li> <li>• Children will apply sunscreen every two hours though out the day</li> <li>• Protective clothing will be worn such as hats and t-shirts that cover their shoulders</li> </ul>
<p><b>ACTIVITY:</b></p> <ul style="list-style-type: none"> <li>• Jumping Castle</li> </ul>	<p><b>HAZARD IDENTIFIED:</b></p> <ul style="list-style-type: none"> <li>• A child falling and hurting themselves</li> <li>• Injury: Broken bones, grazes, cuts and abrasions, winding, head injury</li> </ul>	<p><b>RISK ASSESSMENT</b> (USE MATRIX):</p> <p style="text-align: center;"><b>HIGH</b></p>	<p><b>ELIMINATION/CONTROL MEASURES:</b></p> <ul style="list-style-type: none"> <li>• Group Discussions with the children about safety will occur prior to the incursion</li> <li>• Children on the Jumping castle will be supervised at all times</li> <li>• Inflatable arena in front of jumping castle is a safety measure to lessen the impacting when entering/leaving the jumping castle</li> <li>• Children and staff will be instructed on safe practice prior to participating on the jumping castle</li> <li>• All centre staff are trained in first aid</li> </ul>