

Risk Assessment – Off Premises On Property excursion

Summary of Requirements

Personal Protective Equipment:	Locked gates, Emergency contact list, first aid kit, emergency EpiPen & asthma Ventolin, extra educator supervision
Training:	Educators are to read through risk assessment, Monique will take each educator to show them the correct procedure.
Equipment:	First Aid, Emergency Bag, EpiPen and Ventolin, Daily sign in and out sheet and family emergency contact information & centre phone
Relevant Legislation:	Education and Care National Regulations (2014), (Part 4.2, Division 6, Regulation 99 – Children leaving the education and care premises, 100 – Risk assessment must be conducted before excursion, 101 – Conduct of risk assessment before excursion, 102 – Authorisation for excursions
Risk Assessment Completed By:	Courtney Wood (Nominated Supervisor) Monique Wilson (Centre Owner) & Denise Read (Approved Provider)
Date:	August 2024

Identify the hazard	What are the risks associated with each activity?	Is the risk low, moderate, significant or high?	If the risk is deemed unacceptable for the task, what will be done to remove the risk	By whom & by When	Now that strategies have been put in place, reassess the risk
Dam	Children falling into the dam and drowning. Insects around the dam. Water contamination	Extreme 4.5	<ul style="list-style-type: none"> Additional educator above required ratio for extra assistance and support when supervising the children. Educators are to discuss with children about the danger of running around and not listening and what could happen if they don't listen to their educator. Spraying aero guard on the children to make sure no insects (mosquitoes) bite them. Taking the first aid kit and emergency EpiPen and asthma Ventolin in case of a medical emergency. Taking children's drink bottles down to the back area to make sure they do not drink from the dam water. 	All educators and management team.	Low 2.2
	Snake around the property and a child getting bitten by a snake	High 3.4	<ul style="list-style-type: none"> One educator to complete a perimeter check prior to going onto the property and make sure they are checking around the dam and close to the animals. If a snake is noticed by 	All educators and management team.	Medium 3.2

Snakes				an educator, management will call Corey or Shaun to remove the snake from the property. If a snake is noticed the preschool will go into lockdown to make sure all children and educators are safe.			
Insects (Bee's wasps, spiders)	A child being bitten or stung by a spider wasp or bee while on the property.	High	3.4	<ul style="list-style-type: none"> • Educators are to bring the first aid kit when walking around the property to make sure they have access to the first aid kit in case of a bite or sting. • Educators are to carry the emergency Epipen and emergency asthma Ventolin with them when walking around the property in case a child has a reaction. • Educators are to carry the work phone on them when taking the children around the property incase of an emergency. 	All educators and management team.	Medium	3.2
Goats, sheep & Chickens	<p>A child has a reaction to the animal after patting the animal.</p> <p>The animal bites, kicks or scratches the child.</p> <p>The child becomes scared of the animal.</p> <p>Baby goats have horns.</p>	High	4.3	<ul style="list-style-type: none"> • Parents are asked on enrolment if the child is allergic to anything known. Educators will continue to monitor children with any allergies. Educators will carry emergency Epipen with them at all times incase a child has an anaphylactic reaction. The preschool has Claratyne on site in case a child has an allergic reaction to which educators will notify families straight away. • Educators will monitor the animals and make sure they are not feeling overwhelmed by the amount of children, educators will assist the animals by holding them when they feel comfortable and not forcing an animal to come near the child. Educators will remove the children if an animal is becoming distressed and scared. Educators are to take a first aid kit with them at all times incase an animal bites or scratches a child and the parent will be notified straight away if an incident occurs. • If a child becomes scared of an animal there will be additional educators with the group of children, this educator is able to stand back with the child to make sure the child feels safe and secure. • The baby goats have been dehorned. 	All educators and management team.	Low	2.2

Children feeding the animals the wrong foods	Children feeding the animals the wrong foods and can make them sick.	Medium	3.2	<ul style="list-style-type: none"> Educators are to have regular discussions with children during meal times about what foods our animals can eat and can not eat to make sure they are feeding them the right food. Educators are to take the chicken bin buckets down to feed the chickens and sheep their recycled food. 	All educators and management team.	Low	1.2
Injury or medical episode	A child is bitten by an animal, snake, insect, or injured from walking	High	4.3	<ul style="list-style-type: none"> Educators will carry a first aid kit with them at all times around the property incase of an injury. Educators will carry an emergency EpiPen and asthma Ventolin with them incase of a emergency. The educators will take the work phone with them when at all times when visiting the animals. 	All educators and management team.	Low	2.2
Branches falling from trees	A child is walking under a tree and a branch falls onto a child	High	3.3	<ul style="list-style-type: none"> Educators will inspect the premises prior to children walking around to make sure there is no tree branches hanging, educators will clear the branches that are falling and move them to the side. If a branch was to fall on a child, educators have first aid kits to help support the child and also will contact parents and emergency persons if needed with the work phone. 	All educators and management team.	Low	2.2
Barbwire on Fences	Child touching the barbwire on fences and hurting themselves	High	4.3	<ul style="list-style-type: none"> Having a discussion with children about the wire on the fence and explaining to them not to touch it as it will hurt them. Reminding children while near the fence not to touch the barb wire on the fence. If a child was to touch the bar wire on fence, educators carry a first aid kit with them at all times and will support the child with their injury and contact parent. 	All educators and management team.	Low	2.2

Building with logs and branches	Children hurting themselves when lifting and building with the logs and branches, receiving splinters, grazes or hurting others.	High	4.4	<ul style="list-style-type: none"> Educators are to have discussions with children about the safety of lifting and building with the natural environment, having group times about how to move the logs safely and how you always be ware of your peers around you. When the children lift the logs they can receive splinters, educators are to always have first aid kits with them to help assist the child, educators are to contact the parent using the work phone that has to be with them at all times. While lifting and moving logs and branches a extra educator will be with the educators and children for extra supervision and can help support the children in moving the logs and branches the correct way to make sure they do not get hurt. 	All educators and management team.	Low	2.2
Damaging the environment	Children not taking care of the natural environment	High	3.3	<ul style="list-style-type: none"> Educators are to discuss with the children about how to take care of their natural environment. Educators are to encourage children to leave the property of the natural environment and care for and respect the property. 	All educators and management team.	Low	2.2
Walking outside the centre premises but still located on the property to feed the animals	Children leaving the educator and running into the carpark with cars.	High	4.4	<ul style="list-style-type: none"> Educators will have extra assistance with an additional educator. Educators will discuss with children the importance of road safety and listen to the educators. All children will have a permission form signed to go off- premises but still in property. All educators are aware to keep each child safe by having one educator at the front of the line, one educator in the middle of the line and one educator at the back of the line. If a child runs the educator will run to catch the child and prevent them from harm. 	All educators and management team.	Low	2.2