

## Factors that Shape Places - Risk Assessment

<b>Activity</b>	<b>Potential Hazards</b>	<b>Severity</b>	<b>Likelihood</b>	<b>Controls</b>	<b>Responsibility</b>
1. On/Off buses at PLEEC and various other stops	i) Trips and Falls	3	4	* Control and assistance by visiting teachers/support staff in movement to and from buses.	Visit Staff
2. Use of toilet facilities across the regatta road	i) Traffic (pedestrian accident)	1	5	* Visiting teachers lead students in using the provided footpaths when accessing toilet facilities and crossing the Regatta Road.	Visit Staff
3. Gate E SIRC WhiteWater Gate Bus Drop Off/Pick Up	i) Traffic (pedestrian accident)	1	5	* If Gate E is used as pick up/drop off point the bus <b>MUST</b> stay at the gate E side of the road so <b>NO</b> students need to cross the road at any point. * This applies to other stops too, such as Castlereagh Community Hall, Cranebrook Wetlands and 'BioRetention Basin'. The bus <b>MUST ALWAYS</b> park on the activities side of the road whereby <b>NO</b> students need to cross the road at any point.	All Staff
4. Recess/Lunch/other activities within SIRC and surrounding areas	i) Bites and stings (e.g bees) Mild to severe reactions (Anaphylaxis - please see final row)	1 to 5	5	* Students to stay within designated areas during recess/lunch. (Any students with Anaphylaxis to be identified by the school teacher to PLEEC staff via the visitation form). (If a snake is observed PLEEC staff to move the group away from the area and contact the SIRC manager). * Staff and students to wear enclosed footwear, long pants and long sleeve shirts.	All Staff
				Visit Staff	
5. Bus around the SIRC/ Penrith Lakes Scheme	i) Students out of seats (falls)	3	4	* Strict application of seating rules/seat belt use.	Visit Staff
	ii) Traffic on roads (accident)	2	4	* Visiting teachers/responsible adults on the bus and use of a professional driver.	Visit Staff
6. Walking around SIRC	i) Uneven ground (trips and falls)	3	5	* PLEEC staff lead the use of footpaths / walking tracks. * First Aid Kit to be carried by PLEEC Staff. * Appropriate/fully enclosed footwear worn by visiting students and staff.	PLEEC Staff Visit Staff
	ii) Sunburn	3	4	* Hats, long sleeve shirts and sunblock.	Visit Staff
	iii) Dehydration/Sunstroke	3	4	* Frequent water breaks and shade during hot days.	All Staff

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7. Dip-net at ponds/lakes	i) Slippery edges (falls)	3	4	* 1:15 supervision ration for students. * Safety briefing and restriction of students to safer and less slippery edges.	PLEEC Staff
				* Sturdy and good grip outdoor footwear worn by visiting students and staff.	Visit Staff
	ii) Children and water attraction (drowning)	1	6	* Restrict students to safer, shallow areas and edges. * Safety briefing and movement rules within designated dip-netting area only. * 1:15 supervision ratio for students.	PLEEC Staff
7. Dip-net at ponds/lakes cont...	iii Ingestion of cyanobacteria (blue-green algae)	3	4	* Instruct all students to not eat/put hands in mouth until they have washed their hands with soap. * Instruct all students to not touch any algae. * If a blue green algae alert has been received from the (SIRC) mangement, no dip netting/water activities will be conducted.	All Staff
8. Bus loading/unloading and low volume traffic	i) Traffic (pedestrian accident)	1	5	* Bus to park in the designated bus drop off area.	PLEEC Staff
9. All day/half day excursions to PLEEC	i) Dangerous weather conditions eg. flood	1	6	* Monitoring of weather/severe storm warnings and rescheduling of excursions in severe weather conditions. * Emergency evacuation procedures followed in conjunction to SIRC.	PLEEC Staff
10. Outdoor environments and various allergens (plants & animals)	i) Anaphylaxis / severe asthma attack	1	4	* First Aid Kit equipped with an EPI Pen and Asthma Puffer. * All PLEEC Staff trained in Anaphylaxis and First Aid. * All PLEEC Staff to carry a mobile phone in case of any emergencies.	PLEEC Staff
				* Visit Staff to identify any students at risk of anaphylaxis/ severe asthma and to bring trained staff, a school EPI pen, asthma puffer/s and First Aid Kit.	Visit Staff

**Plan prepared by:** Branimir Lazendic (Principal)

**Prepared in consultation with:** Laura Greer (Teacher) and Amie Marks (SAM)

**Communicated to:** Penrith Lakes staff, casual teachers on arrival and to visiting teachers via the booking confirmation package prior to visit.

**Teacher / Approved Adult to Student Ratio not to exceed 1:15**

**For more information:**

<https://detwww.det.nsw.edu.au/adminandmanage/ohands/index.htm>

Risk Matrix:

- 1 = Extreme
- 2 = High
- 3 = Medium
- 4 = Low
- 5 & 6 = Minimal



Education  
Public Schools

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