

## 'DALLT' RISK ASSESSMENT

Activity	Potential Hazards	Severity	Likelihood	Controls	Responsibility
1. On/Off buses at PLEEC and various other stops	i) Trips and Falls	3	4	* Steps onto buses for smaller children. * 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 Drop Off/Pick Up and other locations around the Scheme	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.	PLEEC 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. (NB: If a snake is observed PLEEC staff to move the group away from the area and contact the SIRC manager who will collect the snake or call a specialist). * Staff and students to wear enclosed footwear, long pants and long sleeve shirts.	PLEEC Staff  Visit Staff
5. Bus around the SIRC/ Penrith Lakes Scheme	i) Students out of seats (falls) ii) Traffic on roads (accident)	3 2	4 4	* Strict application of seating rules /seat belt use. * Visiting teachers / responsible adults on the bus and use of a professional driver.	Visit Staff  Visit Staff
6. Walking around SIRC	i) Uneven ground (trips and falls)	3	5	* PLEEC staff lead the use of footpaths/designated walking tracks. First Aid Kit to be carried by PLEEC Staff * Appropriate/fully enclosed footwear worn by visiting students and staff. * Students are instructed to not run. * Hats, long sleeve shirts and sunblock * Frequent water breaks and shade during hot days.	PLEEC Staff  Visit Staff  Visit Staff  All Staff
6. Castlereagh Cemetery and Church	i) Traffic (pedestrian accident) ii) Ants in the cemetery	1 1 to 4	6 4	* Low volume traffic. Bus drop off zone is off the main street. * PLEEC Staff will inspect the walking areas prior to students entering, mark out ants nests and provide a safety briefing on movement through the cemetery. * Students instructed to walk around the clearly marked ant nest. * First Aid kit to be carried and ice packs available for any bites. * PLEEC Staff will inspect the walking areas prior to students entering.	PLEEC Staff  PLEEC Staff
7. 'Aboriginal Food Hunt' activity	i) Student clipboards and pencils	3	5	* Students instructed to not run and provision of shorter pencils. * Students instructed to not put any "Aboriginal Food" in their mouth.	PLEEC & Visit Staff

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8. All day/half day excursions to PLEEC	j) Dangerous weather conditions e.g flood	1	6	<ul style="list-style-type: none"> <li>* Monitoring of weather/severe storm warnings and rescheduling of excursions in severe weather conditions.</li> <li>* Emergency evacuation procedures followed in conjunction to SIRC.</li> </ul>	PLEEC Staff
9. Outdoor environments and various allergens (plants & animals)	j) Anaphylaxis / Severe Asthma Attack due to various allergens	1	4	<ul style="list-style-type: none"> <li>* First Aid Kit equipped with an EPI Pen and Asthma Puffer.</li> <li>* All PLEEC Staff trained in Anaphylaxis and First Aid .</li> <li>* All PLEEC Staff to carry a mobile phone in case of any emergencies.</li> <li>* Visit Staff to identify any students at risk of anaphylaxis/ severe asthma and to bring trained staff, a school EPI pen, asthma puffers</li> </ul>	PLEEC Staff 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://detiwww.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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