

Ambrose Hallen Park: Risk Assessment

Toongabbie West Activity Centre

Risk Rating Key

- !! Very High
- ! High Risk
- **# Medium Risk**
- Low Risk

Date of Excursion	Ongoing
Excursion Destination	Ambrose Hallen Park, Toongabbie
Proposed activities	Walk to Ambrose Hallen Park, play on fixed equipment and group games, walk back to service.
Method of transport	Walking on foot
Requirements for seatbelts or	N/A
safety restraints	
Duration of Excursion	½ an hour to 2 hours
Proposed Route of excursion	Walk through school and through gate access that leads directly to Ambrose Hallen Park. On return, walk back through gate directly onto school grounds.
Name of Excursion Coordinator	Elizabeth Sakeson
Number of Children attending	max 30 children
excursion	
Number of Educators	2 staff
Educator to child Ratio,	1 educator: 15 children
including whether this	
excursion warrants a higher	
ratio	
Water Hazard	No Water hazards on this excursion
Specialised skills needed	N/A
Excursion Checklist	First Aid Kit
	Emergency Evacuation Folder
	Mobile phone/Walkie Talkie/iPad

Identified Hazard -

- Walking to and from Service
- Member of public approaching children/staff
- Stray or leashed dogs
- Litter from public (sharps, rubbish, glass)
- Insect stings/bites
- Loss of communication

- Injury from equipment use (swings, slide, climbing frame, log roller, monkey bars, chain rope)
- Children leaving park
- Falling branches
- Burns from hot equipment
- Inclement weather or extreme heat

Risk	Control Measures Staff will be required to read the Emergency Procedures Manual in consultation with this Risk Assessment.	Person responsible for taking required action	Timeframe for addressing action
 Contracting of diseases Bite/mauling Child Protection Issues Burns and Blisters Falling branches Children being abducted/leaving park 	 As per our Emergency Procedures Manual and Flip Chart – 3.12 Medical Emergency 3.23 Needle Stick Injuries & Syringe Disposal Check for any life-threatening situations and control, if safe to do so. Educators are to be vigilant and direct children when walking. Syringes – Do not attempt to pick up with fingers. Do not attempt to recap or replace cover. Use hands free technique eg. Ezi reach or kitchen tongs. Pick up from blunt end and place in sharps container or rigid walled, wide mouth puncture resistant container. Do not allow children to enter park. Notify Coordinator/Chief Warden. Commence First Aid, if trained and safe to do so. Notify Emergency Services. As per our Emergency Procedures Manual and Flip Chart - 	All educators	Immediately / when safe to do so

la .	3.17 Robbery/Personal Threat - Keep still and do not make sudden moves.	All	Immediately /
Concussion	Do not use phone in perpetrator's presence.	Educators	when safe to do
	 Obey perpetrator's instructions. 	Eddcators	so
ш	Observe perpetrator's appearance.		
# Cuts	Allow perpetrator to leave but do not follow.		
	Educators are to ensure children stay in designated playing area and not engage in		
	conversations with strangers.		
# Bumps, bruises,	 Educator to keep children away from all animals even if they look friendly. 		
sprains, and strains	- If animal poses a threat Educator is to get children behind the school gate and		
	proceed to move away slowly.		
Fractures and Breaks	As per our Emergency Procedures Manual and Flip Chart		
Fractures and breaks	3.19 & 3.20 Natural Disasters & External Emergencies		
	In extreme weather conditions the park will not to be used. e.g. rain, hail, storm,		
* Unable to	windstorm, extreme heat.		
communicate with	As per our Emergency Procedures Manual and Flip Chart –		
Coordinator/Educators	3.22 Missing Child		
•	 Search immediate area. 	All	Immediately /
	 Chief Warden to coordinate searchers and search area. 	Educators	when safe to do
!! Allergic and or	 If missing child not found within reasonable time refer to Absent and Missing 		so
Anaphylactic	children Policy.		
Reaction	 Notify NSW Police. 		
	 Notify parents 		
	As per our Emergency Procedures Manual and Flip Chart —		
# Pain and itching	Section 3.3 to 3.6 Evacuation Page, Policies and Procedures, Education and Care Services		
	National Regulations and Law and follow Processes for –		
	Educators and children to be aware of Primary and Secondary Assembly Points. - Educators and children to be aware of Primary and Secondary Assembly Points.		
	Emergency Evacuations are to be practiced every 3 months for each Session of Refere After and during Vecation Care	All educators	Immediately /
	Before, After and during Vacation Care. – Educators to be on site are First Aid trained and First Aid Kits are fully stocked.		when safe to do
	 Educators to be on site are First Aid trained and First Aid kits are fully stocked. First Aid Kit Checklist to be completed every Term and documented in SIM. 		so
	 First Aid Kit Checklist to be completed every Term and documented in Silvi. Children that have Asthma, Allergies or Anaphylaxis Action Plans, depending on 		
	RMP will have their Medication Box taken.		
	MAIN WILL HAVE CHELL INICAICACION BOX LARCIT.		
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l l	Sper our Policies and Procedures, Education and Care Services National Regulations and Law and WHS Regulations and Law — New Educators are orientated on procedures on walking children to park and Safety Rules of play equipment. Safety Rules are discussed with children before they enter the park. Educator is to complete Safety Checklist before children are allowed to play on equipment.	All Educators	Before starting play
	Educators are to supervise using Position Awareness Teamwork (PAT). Educators to monitor all entry/access points. At least two children are to go to the toilet with either a CIA child or an older child. Children are only permitted to go on monkey bars when actively supervised by an Educator. Educator is not to lift any children. Children can use monkey bars and any other equipment only if they are able to lift themselves or access the equipment themselves, without the assistance of an Educator. When using the swings, children must line up to one side of the swing set while	All Educators	Throughout the time children are playing in the park
	waiting for their turn. Educators are to remind children not to walk in front or behind of the swings when being used. Educators encourage children to use all equipment slowly and safely, especially when climbing or playing on the rolling piece of equipment. Children using equipment in an unsafe manner, will not be allowed to use the equipment. Hazards – eliminated, sectioned off or totally avoided. Maintenance Log in (SIM) and ACI Hazard Report to be completed and forwarded to School Principal. Educators and children are to follow our Sun Protection Policy and Work Health and Safety Policy. Evacuation trolley containing First Aid Kit, 4G iPad and Emergency Evacuation Folder will be taken. Educator to take Mobile Phone and Walkie Talkie. Children and Educators are to wash their hands upon returning to the Centre.	All Educators	Throughout the time children are playing in the park

Signature:	Signature:	Date:
Date: 22/02/2024	22/02/2024	