

Risk Assessment

Activity	Hazard Identification	How likely	How severe	What priority	Elimination or control measures	Who	When
Walking to and from transport	Struck by vehicle on road or at car park	1	1	1	<ul style="list-style-type: none"> Ensure enough teachers are attending to adequately supervise students Remain on pedestrian crossings at all times Make sure you make your way to the safe assembly area behind the lattice (as highlighted on your map). Featherdale staff will be on hand to assist if requested 	Teachers	Prior to excursion On excursion Upon arrival or exit
					<ul style="list-style-type: none"> A copy of the park rules and directions to be given and read to all teachers and supervisors attending the excursion. 	Excursion coordinator	Prior to excursion
Coach transport to excursion venue	Boarding coach	1	4	1	<ul style="list-style-type: none"> Ensure vehicle operators hold appropriate licence(s) and insurance. Check availability of seatbelts. Vehicle to be appropriate for the needs of the group, eg. wheelchair access if required, number of seats, etc. 	Excursion coordinator	Prior to booking
	Vehicle accidents	4	1	1	<ul style="list-style-type: none"> Enforce rules and monitor behaviour. Ensure seatbelts are worn. 	Teachers	On excursion
Observing the animals	Bites from the animals	3	4	4	<ul style="list-style-type: none"> Instruct students not to touch any animals in enclosures except in walk in enclosure. Advise all teachers and supervisors of location of Featherdale's First Aid bay. Carry a first aid kit. 	Teachers Excursion coordinator	Prior to and during excursion
					<ul style="list-style-type: none"> Ensure small group attend animal walk in areas (maximum 15 students at a time). Obey warning signs in park at all times Supervision of behaviour and noise levels in lesson with Education Coordinator. 	Teachers	On excursion

Please find the Risk Assessment Matrix on page 2

Risk Assessment

Activity	Hazard Identification	How likely	How severe	What priority	Elimination or control measures	Who	When
Weather conditions	Over exposure to sun	3	3	1	<ul style="list-style-type: none"> Send letters to parents advising children must wear hats, shirts with sleeves, sunscreen and clothing that is suitable for changing weather conditions. 	Excursion coordinator	Prior to excursion
	Dehydration	4	3	1	<ul style="list-style-type: none"> Check weather forecast for the day of excursion. 	Teachers	On excursion
					<ul style="list-style-type: none"> Ensure all participants carry water bottles. 	Excursion coordinator	
					<ul style="list-style-type: none"> Ensure teacher/s carry extra sunscreen Carry first aid kit. 		
Walking throughout the park on excursion	Uneven Footpaths	4	4	3	<ul style="list-style-type: none"> Enforce rule of no running throughout the park at any time. Supply all teachers and supervisors with a copy of Featherdale's map, rules and expectations. 	Teachers Excursion coordinator	Prior to and during excursion
	Tripping and falling	3	4	3	<ul style="list-style-type: none"> Advise students not to drag feet on the gravel footpaths. 	Teachers	On excursion
	Exposure to potential allergens	2	4	2	<ul style="list-style-type: none"> All species exhibited at Featherdale are fed a varied diet which may include nuts or nut products. Any children with the potential for an allergic reaction should be closely monitored and kept away from potential exposure. 		

Risk assessment matrix (how likely)

1 = Very likely, could happen any time

2 = Likely to happen, could happen at some time

3 = Unlikely, could happen but very rarely

4 = Very unlikely, could happen but probably never would

Risk assessment matrix (how severe)

1 = Kill or cause permanent disability or ill health

2 = Long term illness or serious injury

3 = Medical attention and several days off sick

4 = First aid needed

Risk assessment matrix (what priority)

1-3 = Top priority - take action immediately

4-6 = Low priority - take action where possible