



Epping Heights OSHC

Out of School Hours Care

ABN: 83 425 978 102

Ph: 02 9869 0602

128 Kent Street, Epping, 2121, NSW

Email: eppingheightsoosh@hotmail.com

Website: www.eppingheightsoshc.com.au

Vacation Care Risk Assessment

Name of Day: Arcade Games

Date: 18/7/19

Number of children: 85

Which risk assessment safety points are relevant for today? (Please tick)

- ☐ Adventure Play ☐ Animals ☐ Art & Craft / Creative activities
- ☐ Bushland/Water environments ☐ Children with additional needs
- ☐ Food & Cooking ☒ Media & Entertainment ☐ Sport/Physical activity
- ☐ Water Play ☐ Excursion travel

Ensure risk assessments are available to parents on the day, that they have been read by all staff involved and any relevant risk preventative measures are illustrated to children.

Is a site visit required? Yes ☐ No ☒

If yes, please record name of staff member conducting site visit as well as the date of the visit.

Is there a site-specific risk assessment for the venue? Yes ☐ No ☒

If yes, please print and make available to all staff and parents.

Other than risks presented in the above documents, please outline any activity specific risks on the table on page 2.



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RISK ASSESSMENT FORM TEMPLATE

Potential Hazard	Who is at Risk?	Existing control measures	Risk Rating	Preventative Measures	Responsibilities
Electrocution	Children and Staff	Equipment is in working order and inspected on arrival	3	Children are supervised at all time and equipment is not tampered with	Remind children to be careful around the games.
Crushed by Equipment	Children and Staff	The equipment, when delivered, is set up correctly and is stable	3	Children are supervised and are not allowed to move the equipment	Remind the children not to be climbing on the equipment.
Tripping	Children and Staff	The cables are set up in a way so that they do not pose a risk to the children for tripping	6	Children are supervised and running is not permitted near the equipment	Children will be reminded to be careful where they are walking and to not run.
Pinch Points	Children and Staff	Pinch points are labelled	5	Children are supervised while they are using the equipment	Remind children to be sensible when using the equipment and to keep fingers clear of dangerous areas.



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Risk Assessment Matrix

Consequences / Impact	Probability / Likelihood			
	Very Likely Could happen at any time	Likely Could happen some time	Unlikely Could happen but very rare	Very Unlikely Could happen but probably never will
VERY HIGH - Kill or cause permanent disability or ill health	1	1	2	3
HIGH - Long term illness or serious injury	1	2	3	4
MEDIUM - Medical attention and several days off work	2	3	4	5
LOW - First Aid required and no time off work	3	4	5	6

Risk assessments are conducted to ensure that there is correct and reasonable supervision carried out for activities. If you believe an activity requires ratios other than 1:15 for an in-Centre day and 1:10 for an excursion day, please note this down in the preventive measures column and alert the Centre director to ensure appropriate planning occurs.

Name of educator completing this risk assessment: