



## Vacation Care Risk Assessment

Name of Day: Aim For Fun

Date: 20/4/20 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. Jordan Anderson

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.

# **Epping Heights OSHC**

Out of School Hours Care

ABN: 83 425 978 102

Ph: 02 9869 0602

128 Kent Street, Epping, 2121, NSW

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**EPPING HEIGHTS  
OSHC**

## **RISK ASSESSMENT – Laser Tag**

<b>Potential Hazard</b>	<b>Who is at Risk?</b>	<b>Existing control measures</b>	<b>Risk Rating</b>	<b>Preventative Measures</b>	<b>Responsibilities</b>
Trips and falls including scrapes and grazes	All children	- Maintain staff to child ratios of 1:15	3	<ul style="list-style-type: none"><li>- Safety debriefing before children commence activity.</li><li>- Include safety reminders of listening to laser staff and OSHC staff.</li></ul>	All staff
Burns from cooking activity	All children and staff	- Maintain child to staff ratios of 1:15	2	<ul style="list-style-type: none"><li>- No children are allowed behind island bench, so they stay clear of the oven at all times.</li><li>- Safety debriefing about kitchen safety.</li></ul>	All staff
Bumping into each other or poles	All children	- Maintain child to staff ratios of 1:15	3	<ul style="list-style-type: none"><li>- Safety debriefing before children commence activity.</li><li>- Include safety reminders of listening to laser staff and OSHC staff.</li></ul>	All staff

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Staff from Laser Warriors being inappropriate.	All children	<ul style="list-style-type: none"><li>- All staff running activity will have working with children's checks.</li><li>- Working with children's checks are checked by EHOSHC.</li><li>- Maintain child to staff ratios of 1:15</li></ul>	4	<ul style="list-style-type: none"><li>- Working with children's checks to be conducted.</li><li>- EHOSHC staff to actively supervise.</li></ul>	All staff
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Dehydration /Heat exposure	All children	<ul style="list-style-type: none"><li>- Regular water breaks for all children</li></ul>	4	<ul style="list-style-type: none"><li>- Children to be given regular water breaks</li></ul>	All staff
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## Risk Assessment Matrix

Consequences / Impact	Probability / Likelihood			
	<b>Very Likely</b> Could happen at any time	<b>Likely</b> Could happen some time	<b>Unlikely</b> Could happen but very rare	<b>Very Unlikely</b> Could happen but probably never will
<b>VERY HIGH</b> - Kill or cause permanent disability or ill health	1	1	2	3
<b>HIGH</b> - Long term illness or serious injury	1	2	3	4
<b>MEDIUM</b> - Medical attention and several days off work	2	3	4	5
<b>LOW</b> - 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: Jordan Anderson



## Aim 4 Fun Mobile Laser Tag Risk Assessment for Mobile Laser Tag

Step 1	Step 2	Step 3	Step 4	Step 5		
Identify the Hazard	Who might be harmed	Risk Rating	Practice in Place	Action Required	Responsible Person	Date Completed
<b><u>Playing Area Risk Assessment</u></b>						
Arrive at and driving onto playing area	Bystanders and Operator	Medium	Park offsite and Assess playing area and driving route on foot prior to driving onto area.	If reversing, an observer is required to view from outside the vehicle	Operator and observer	As required
Power leads used to inflate inflatables	Bystanders and Operator	Medium	Keep all bystanders off playing and setup area. Caution used by operator to avoid tripping and proper use of extension leads.	Only trained staff to use power inflator	Operator	Ongoing
Electromagnetic Compatibility	Surrounding Equipment	Low	CE stamped equipment and complies with all relevant authorities	Regular inspections	Operator	Yearly
Liability	Staff	Low	Signed Disclaimer form received on arriving at site.	Form sent by email or extra forms supplied	Party Host/ Mission Leader	Every session
Foot injuries	Players	Low	Party Host is to advise participants prior to party.	Inspection	Mission Leader	Every session

Tripping, stabbing, impact, falling, drowning hazards	Participants and Operator	Med	Venue host is responsible to remove or identify tripping hazards, sharp or pointy obstacles, building materials and debris, children's toys, and low or fallen branches. Playing area away from bodies of water, swimming or wading pools. Cliffs or substantial drops should be roped off and not near the playing area. Family pets and young children (not playing) need to be kept off the playing area.	Inspection and remediation of hazards performed by the operator prior to play commencing.	Party Host / Operator	Every session
“	“	“	Players are led around the playing area. Boundaries and any hazards are made obvious at this time. Players are to acknowledge receiving this information.	Inspection carried out prior to any play	Mission Leader	
Weather forecast	All attendees	Low	Weather forecast and BOM radar, and UV levels obtained prior to party	Dialogue between Mission leader and Host	Mission Leader	Every session
Weather – rain,	Participants and Operator	Low	Play continues during rain, so slipping on wet surfaces needs to be brought to the attention of all participants and bystanders.	Inform players and staff of dangers	Mission Leader	As required
Lightning	Participants and Operator	Low	If lightening is nearby, play will not commence or will cease, and a safe refuge utilized until it is safe to resume or commence play	Move to indoor or safe location	Mission Leader	As required
Player collisions	Players and Staff	Med	The risk is made apparent in the disclaimer and is again stated during the briefing. Playing rules outlined at briefing restated during play.	Observations and regular mentions are made during the sessions.	Mission Leader	Every session

First Aid Requirements	Players and Staff	Low	Staff will administer their own first aid First Aid required by any players or party attendants will be responsibility of the Party Host.	Mission Leader is First Aid Trained  As Required	Mission Leader/ Party Host	Recertified as per schedule
Heat/Dehydration Sun Exposure	Players and Staff	Med	Advise all players about UV levels, sunscreen requirements, and fluid levels prior to and during play.	Have drinks break every 15 mins or as required.	Mission Leader	Every session