



# **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](mailto:eppingheightsoosh@hotmail.com)

Website: [www.eppingheightsoshc.com.au](http://www.eppingheightsoshc.com.au)

## Vacation Care Risk Assessment

Name of Day: Animals to us!

Date: Monday 6<sup>th</sup> July

Number of children: 85

Number of Educators/Adults: 5

Transport Method: n/a

Commencement Time: 1pm

Conclusion Time: 3pm

Venue Address: 128 Kent Street

Description of the Activities: A day interacting with farm animals and engaging in animal themed activities (e.g. games and art and craft).

Items to be taken on the excursion: First aid kit, walkie talkies

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    ☒ Infectious Diseases

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.



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

## RISK ASSESSMENT FORM TEMPLATE

Potential Hazard	Who is at Risk?	Existing control measures	Risk Rating	Preventative Measures	Responsibilities
Interaction with animals	All Children	<ul style="list-style-type: none"> <li>-Instruct children prior on etiquette around animals (i.e. not to touch the animals), except when appropriate (i.e. with handlers or during activities)</li> <li>- Staff to carry a first aid kit at all times</li> <li>- Work in smaller groups, in ratio to avoid overwhelming animals and overcrowding</li> <li>- Strict supervision of behaviour and noise control, especially around animals.</li> </ul>	2	<ul style="list-style-type: none"> <li>-Prompt children prior to excursion of rules around animals and expectations when in the vicinity of animals. This includes expected behaviour around animals -</li> <li>-Staff to hold current first aid certificates and carry a first aid kit at all times.</li> </ul>	<p>Staff to provide safe and correct first aid</p> <p>Staff to bring first aid kits to all activities.</p>
Fear of and anxiety relating to activities with animals	All Children	<ul style="list-style-type: none"> <li>• Give children options to avoid aspects of the program which they are fearful of.</li> <li>• Briefing children on how to behave around animals. Reminding children that they don't need to</li> </ul>	4	<ul style="list-style-type: none"> <li>• Ensure children and staff are briefed on the specifics of activity before it commences and the appropriate behaviour expected.</li> <li>• Aim to provide more one on</li> </ul>	All staff to monitor children closely.



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		participate if they are worried.		one assistance, guidance and supervision to the child(ren) effected if required.	
Animal triggering allergy/asthma reactions.	Children with Allergies/ Asthma	<ul style="list-style-type: none"> <li>All Staff are aware of children who have asthma and allergies.</li> <li>First aid kit with an asthma puffer is with an educator at the activity.</li> </ul>	5	<ul style="list-style-type: none"> <li>Speaking to the children before activity informing them to let us know if they are experiencing asthma symptoms.</li> </ul>	<p>Educators to bring first aid kits to all activity.</p> <p>Educators to monitor all children with asthma/allergies.</p>
Injury/ anxiety related to animals	Children	<ul style="list-style-type: none"> <li></li> </ul>	5	<ul style="list-style-type: none"> <li>Reminding children to wash their hands after touching animals.</li> </ul>	Staff to bring first aid kits to activity.

## **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 not this down in the preventive measures column and alert the Centre director to ensure appropriate planning occurs.



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Name of educator completing this risk assessment: Amy-Louise Parsons and Jessica Morrison