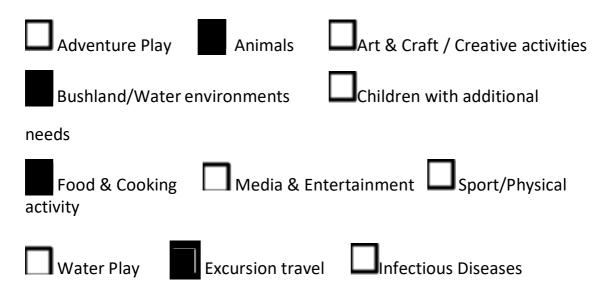
Vacation Care Risk Assessment

Name of Day: CanoelandsDate: 11/01/21Number of children: 75Image: Transport Method: 8Number of Educators/Adults: 7Image: Transport Method: 8Commencement Time: 10:30Conclusion Time: 2:00Venue Address: 27-29 Canoelands Rd, Canoelands NSW 2157Description of the Activities: Farm tour, honey tasting, tractor ride, fruitpicking, looking at animasItems to be taken on the excursion: Enclosed footwear, hat, sunscreen, lunch

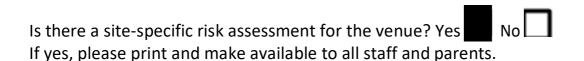
Which risk assessment safety points are relevant for today? (Please tick)



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, Jordan Anderson

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



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

Potential Hazard	Who is at Risk?	Existing control measures	Risk Rating		Responsibilities
Spills	The children may slip/fall	• The use of wet floor signs if there has been a large spill	3	Giving clear instructions to not walk around with paintings and	Educators have a responsibility to keep an eye on all the children and clean up any spills straight away to prevent accidents
Electricity	The children	 Power points have flip over plastic case to cover electrical points Regular testing of electrical items takes place in line with school policies 	2		Educators have the responsibility to watch over children and make sure they aren't playing with or touching power points of electrical items
Falling/trippin g	Everyone	When moving throughout the orchard, children are to only go where directed	4		Educators must make sure children are staying in the correct areas and not wandering to places they aren't supposed to be
Sun	Everyone	Children must wear a hat whenever outside and are urge to use sunscreen	3	Children to be told before the excursion that they must be wearing a hat and to use sunscreen	Educators have the responsibility to remind the children to use sun protective gear

1					
Allergic Reactions	Everyone	Children with allergies are known to staff and must not try the fruit or honey if applicable to them	3	Children with allergies must be reminded not to eat anything that they could be allergic to	Staff must ensure that children with allergies do not eat anything that could result in an allergic reaction
Animals Biting	Everyone	Children are given instructions on how to safely feed the animals	4	Children are told fore hand how to hold their hand when feeding the animal	Staff are to ensure children are briefed on how to feed animals correctly
Barbed wire	Everyone	Children are inside a trailer on a tractor when going past barbed wire	3	by staff to not touch	Children to be told by staff to not touch or play around the barbed wire
Dangerous products in packing shed	Children	If dangerous product is in the shed, children are shown a video of the shed instead of being let allowed in	3	that they cannot go in shed if it has	Children told by staff that they cannot go in shed if it has dangerous product inside it

RISK ASSESSMENT FORM TEMPLATE

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

Name of educator completing this risk assessment:

Risk Assessment

Business name Canoelands Orchard

Activity		Hazard	5	Risk = significant		Management	Signature
Tr actor Ride	-	Falling	- ⊣ NS ;	not <u>ignificant</u>		All passengers must remain seated	I !LrtAJ
Fruit picking		Sun exposure		NS		Hats and sunscreen	/11;1 k
Play equipment	I	Falling	I	S	I	Adult supervision	
Tastings	I	Stone fruit and honey allergies		NS		People .wi th allergies should not taste fruit and honey	
Animals		Bites or kicks		S		Animals should always	0 <i>I.</i> & <u>,</u>]
						be respected and may I kick or bite	/ 1
Packing shed		Tripping or injury to body parts		S		Visitors are asked not to touch the equipment and to watch their step while	
						in the oackina area	



> HELPING BUSINESS GET BACK TO WORK



13 June 2020

COVID-19 Safety Plan

General

We've developed this COVJD-19 Safety Plan to help you create and maintain a safe environment for you, your workers and your customers.

Complete this plan In consultation with your workers, then share it with them. This will help slow the spread of COVID-19 and reassure your customers that they can safely visit your business. You may need to update the plan In the future, as restrictions and adYice changes - you c:an make changes to the plan if you've printed or saved it. or you can choose to download and create **a** new version of the plan.

Businesses must follow th¤t COVID-19 Public Health Orders, and also manage risks to staff and other people in accordance with Work Healtl and Safety laws. For more Information and specific adYice for your Industry go to **nsw.gov.au**

Business name;	115 Christie Pty Ltd	/	Canoelands Orchard Oc.h.::c/
P <u>n co</u> letb	::Tee. lf"h e, Ch (""", <u>Sh</u> <u>c</u>	-	

> GUIDANCE FOR BUSINESS

Guidance for your workplace and the actions you Wlii put In place to keep your customer.11 and workers cafe

SUDANSE	and generation of the	ALC: NOTE: N	normanisment in a second site of a second
Wellbeing of staff and customers Exdude staff. ,iisitors and customers who are unwell. Ad.ve.<' e nc+ t-0 V,Sit- q bo $\cdot \pounds -v - cov e$	1 0-0	ur.'-',.'.>e-\l , rria.&k5	
Pro111de staff with Information and training oo COVID-19, Includ to get tested, physical distancing and cleaning.	ing when		

 \cdots Make stalf aware of their leave entitlements if they are sick or required to self-isolat.

Display conditions of entry for any customers or visitors (website. social media. entry points).

Physical distanci r •• dfstenclr,g re-distencting prime , i umber of businesses ere there are f9Strictions on $-1/e_i \ell D_i$, $n_i \ell \ell D_i$ and the space reQuued to have Ihal number of pat, Office has the index are any restrictions on your busineus by visiting $D^{e}W$. Government web, rte. If your business does not have any szlinetions, eonsider what mea\$UreS could be I)Ut In place to &IfOid 8 'l' C\ e tx::,0\-z.1,-...:; q crowdi"9andclose proximity where practicable. Assign worker5 to specific work stations and mi irnlse worker movement be tween mesa statiol\S, where reasonably prac11cat If not practical. clean with detergenVdisinle-ctanl between use. Put plans and systems In place to moni tor and control the numbers of workers and customers on site at any given time to allow for physical distancing. _,/ ' Use flexible working arrangements where possible, such as work.Ing from ho me. early and late shifts to reduce peak periods. Consider barriers or other controls to ensure staff and visitors at interaction points stay at a safe distance or are separated by a barrier such as a sneeze guard at a s8'VIce counter. If not practical, clean regularly with detergentId\sInf ectant. Where reasonably practical, ensure staff maintain 1.6 metres physical distancing at all times (including at meal breaks).-· le teph one or video fof essential meetings where practical. _,/' -Review regular dell.;erie-sa ii o 'r°eqoost co ni acile s s dettve r-y and in.;oi in.g where practical. Consider signage near lifts and passenger travelators directing customers and workers to maintain physical distancing wherever practical. ,.J ,,.,_/ If staff or wo ers need to travel together in the same ehic le: encourage passengers and drivers to spread out, using front and • 1 bac'i<. seats workers should only handle their own tools and bags Where possible have processes to clean the vehicle hand touch areas at the end of each shift with a detergent/disinfectant ----H encourage wot1<.ers to set the air-conditioning to external airtlow in rather than recirculation...../ Have strategies in place to manage gatherings that may occur Immediately outside the premises. ...--ID-19 Safety Plan - General 2

СПитаманта	
Hygiene •n<1 cleaning	
Provide hand sanitiser at multiple location& throughout \he worl <placa _,,<="" td=""><td></td></placa>	
P rov ide detergent/disinfectant surface wipes to Cle.in worl <sta <b="" an="" d="" equipment="" suet,="" tioos="">as monitor.phone.keyboard endmouse.</sta>	
Ensura bathrooms are well stocked wrth hand soap and paper towels. and have posters with Instructions on hoW to wash hands.	
Clean frequently used areas at least daily with detergent or disinfectant. Clean frequently touched areas and surfaces,-/	
Maintain disinfectant solutions at an appropriate strength and use in accordance with the manufacturer's instructions.	
Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	
ID	
ecord keeping	
eep name and mobile number or email address for an staff, visitors nd contractors for a period of at least 28 days. Records are only to be sed for tracing COVID-19 infections and must be stored confidentially nd securely.	
mployers should make staff aware of the COVIDS are app and the energies should make staff aware of the COVIDS afe app and the energits of the app to support contact tracing if required.	

Cooperate with NSW Health if contacted In relation to a positive case of COVID-19 at your workplace, and notify SafeWorl< NSW on 1310 50.
