

Vacation Care Risk Assessment

Name of Day: LASER TAG

Friday 22nd JAN

Date: 11/01/21

Number of children: 75

Number of Educators/Adults: 7

Transport Method: BUS

Commencement Time: 10:00am

Conclusion Time: 2:00PM

Venue Address: Level 1, Club Central Building, 44 – 60 Allison Crescent, Menai
NSW 2234

Description of the Activities: laser tag lollipops

Items to be taken on the excursion:

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.

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	Preventative Measures	Responsibilities
Spills	The children may slip/fall	<ul style="list-style-type: none"> The use of wet floor signs if there has been a large spill 	3	<ul style="list-style-type: none"> Giving clear instructions to not walk around with paintings and water cups for paint brushes 	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	<ul style="list-style-type: none"> Power points have flip over plastic case to cover electrical points Regular testing of electrical items takes place in line with school policies 	2	<ul style="list-style-type: none"> For vacation care we can bring or use the insertable power point covers as these are safer and harder for children to pull out and play with 	Educators have the responsibility to watch over children and make sure they aren't playing with or touching power points of electrical items
Fear of anxiety relating to Adventure play	The Children	<ul style="list-style-type: none"> Ensure all children and staff are briefed on the specifics of adventure activity before it commences and the appropriate behaviour expected 	4	<ul style="list-style-type: none"> Aim to provide more one on one assistance, guidance and supervision to the child(ren) effected if required. 	Educators to be performing active supervision.

Bumping into each other or poles	The Children/ staff	<ul style="list-style-type: none"> Maintain child to staff ratios of 1:15 	3	<ul style="list-style-type: none"> Safety debriefing before children commence activity. Include safety reminders of listening to laser staff and OSHC staff. 	
Staff from Laser Warriors being inappropriate.	The Children	<ul style="list-style-type: none"> All staff running activity will have working with children's checks. Working with children's checks are checked by EHOSHC. Maintain child to staff ratios of 1:15 	3	<ul style="list-style-type: none"> Working with children's checks to be conducted. EHOSHC staff to actively supervise. 	

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 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: