



EHOSHC Excursion Risk Management Plan

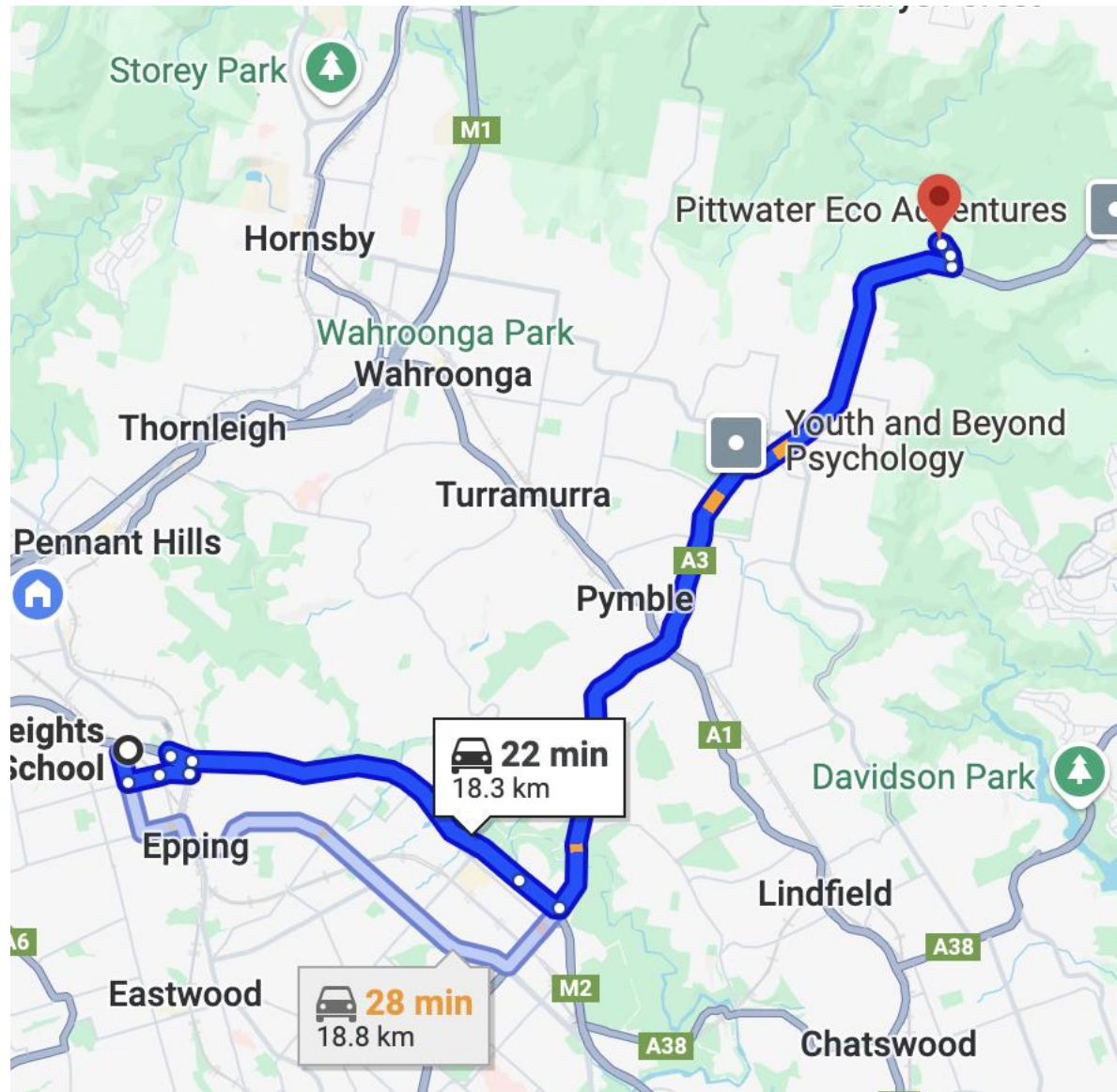
Epping Heights OSHC Out Of School Hours Care Inc.

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Website: www.eppingheightsoosh.com.au

Excursion details:			
Date(s) of Excursion:	28 th April 2025	Excursion destination/address:	450 Mona Vale Rd, St Ives NSW 2075 (St Ives Showground)
Departure and arrival times	Depart Centre: 9am	Arrival: 9:30	Departure: 2:20 Arrive back at Centre: 2:50
Proposed activities	Treetops	Water hazards? No	

Method of transport, including map of proposed route



Bus

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Name of excursion co-ordinator			
Centre Contact Details	Landline: 0298690602	Mobile: 0459883456	
Number of children attending excursion	Intended: 40	Number of educators/parents/volunteers	6
Educator to child ratio, including whether this excursion warrants a higher ratio? Please provide details.	1:6 due to the nature of the activity. The children will be involved in swimming, heights, slippery areas and involved with the public, thus there is a low educator-to-child ratio.		

<p>Procedures for:</p> <ul style="list-style-type: none"> - Leaving the centre - Entering and exiting the bus - Entering the venue - Leaving the venue - Entering and exiting the bus - Returning to the centre <p>Including accounting for children at all times.</p>	<ul style="list-style-type: none"> - A roll call is conducted prior to the children leaving the EHOSHC building. The responsible person is to ensure they know the number of children who are in our care. - Children are encouraged to go to the bathroom before leaving, an educator remains at toilet block until all children have finished - Children are lined up in the playground and walked in 2 lines. Educators positioned at front, middle and ends of group - Two educators count the children onto the bus. - A roll call is conducted before the bus departs, with another educator conducting a headcount of all children on the bus. - As we alight from the bus a headcount is conducted. The bus is checked for any remaining children and items. - We then walk to our destination, with the educators working to ensure the children stay within the group at all times. An educator is stationed at the front, leading all the children to the destination, another at the back to ensure all children are safe and others spaced out throughout the middle of the group. - On arrival at our destination a headcount is conducted. - Educators are to ensure that they have knowledge of where the children are at all times. - Prior to exiting the venue another headcount is conducted. - We then walk to our bus, with the educators stationed at the front, middle and back of the group leading all the children to the destination, to ensure all children are safe. - Two educators count the children onto the bus. - A roll call & headcount is conducted before the bus departs. - When the bus stops to let us off a headcount is conducted as the children alight. The bus is checked for any remaining children and items. - We then walk to the Centre, where a roll call & headcount is conducted.
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Excursion checklist	
<input type="checkbox"/> First aid kit	<input type="checkbox"/> Excursion Bag & Children's medication
<input type="checkbox"/> List of children attending the excursion	<input type="checkbox"/> Walkie Talkies
<input type="checkbox"/> Contact information for each child	<input type="checkbox"/> Mobile phone / other means of communicating with the service & emergency services
<input type="checkbox"/> Medical information for each child	<input type="checkbox"/> Other items, please list

Hazard identified	Risk Rating (use matrix)	Elimination/control measures	Who	When
Slips, trips, falls, collisions	Moderate-High	<ul style="list-style-type: none"> • Walk children in 2 lines in close groups Educators positioned at front, middle and ends of groups • Educators to encourage children to tie up shoes laces and assist if required • Ensure that safe movement around the area is demonstrated to the kids 	All Children	Entering bus/leaving bus & During excursion

<p>Extreme Weather conditions (including heat stress, sun burn, storms, high winds), Fire / floods, emergency crisis/situation</p>	<p>Low</p>	<ul style="list-style-type: none"> • Seek shade/shelter where appropriate • Give children time to be calm, safe, and secure • Leave excursion if extreme weather conditions or any critical emergencies 	<p>All Children & Educator</p>	<p>While at Excursion</p>
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<p>Missing Child/absconding</p>	<p>Moderate</p>	<ul style="list-style-type: none"> • Walk children in 2 lines in close groups and educators positioned at front, middle and ends of groups • Constant head counts, and checking on children • Educators to communicate with one another and the children • Maintain staff to child ratio 1:10 • Discuss boundaries to children before transitioning between spaces 	<p>All Children</p>	<p>Leaving/entering the bus & At the Excursion/transitioning to other areas</p>
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Anaphylactic reaction/ allergies	Moderate	<ul style="list-style-type: none"> • First aid Kits/ EpiPen's on hand • Regularly update information of children with anaphylaxis/allergies/intolerances and cultural requirements. • Ensure each educator and volunteer is aware of the medical and dietary list/info of each child. • Staff are trained in First aid, anaphylaxis, and allergy awareness. • Asthma and anaphylaxis medication has been taken on the excursion, and their plans are followed in the event of a reaction/asthma attack 	Children with Allergies	Throughout the day
Using the toilets/public toilets & hand washing/hygiene	Moderate	<ul style="list-style-type: none"> • An Educator to check toilet areas for any hazards before children enter • If the gender of that educator is not able to check the toilets. Send 2x older more responsible children to check whilst the educator waits right outside of toilet area Children to go in small groups of same gender • Regular head counts and roll calls • Educators to walk children in groups at a time and remain near toilet block area until children have finished • Children to always communicate with educators about going to and from the toilets. • Educators to discuss boundaries & safe areas with children 	All Children	At the Excursion

Choking, illness, vomiting	Moderate	<ul style="list-style-type: none"> • Have sickness bags available on the bus • Ensure children do not eat or drink on the bus Ensure children are seated down whilst eating or drinking • All staff trained in first aid 	All Children	On the Bus & While eating/drinking
Interaction with members of the public	Moderate	<ul style="list-style-type: none"> • Educators to brief children on safety around strangers • Educators to explain which strangers are safe to talk to in the even that they get lost, or an accident occurs • Staff to child ratio to be upheld at all times • Children to be made aware of boundaries via discussion with educators 	All children	Transitioning and during the excursion
Head injuries	Moderate	<ul style="list-style-type: none"> - • Make children aware of parts of the play equipment that have low ceilings - • Educators to be supervising play • Helmet & sufficient safety equipment worn at tree tops. • Treetops staff have a safety demonstration prior to activity 	All children	During excursion
Heights/climbing	Moderate	<ul style="list-style-type: none"> • -Children wearing safety equipment at all times including harness & helmet • -Helmet & sufficient safety equipment worn at tree tops. Treetops staff have a safety demonstration prior to activity • -Educators to climb with small groups of children. Treetops staff available to help if children get stuck 	All Children	During Excursion

Cuts/Abrasions from Course	Moderate	<ul style="list-style-type: none"> -Children will be given a helmet, gloves and harness gear -Educators to ensure all gear is always worn on the course (to make sure that no cuts or abrasions occur) Ensure all children pay attention during the 'practice' run before entering the actual course 	All Children	During Excursion
Large open areas/public spaces	Low-Moderate	<ul style="list-style-type: none"> -Children to be made aware of boundaries via discussion with educators -Children to communicate with educators when transitioning between spaces Active supervision & consistent headcounts 	All Children	During Excursion
Walking through Carpark	Moderate	<ul style="list-style-type: none"> Walk children in 2 lines in close groups Educators positioned at front, middle and ends of groups Road Safety to be discussed prior to excursion 	All Children	During Excursion
Wildlife & Animals	Low	<ul style="list-style-type: none"> Children to be instructed prior to excursion on how to interact with wildlife Children to avoid areas with wildlife Equestrian/horses are to be avoided 	All Children	During excursion

Public BBQs	Low	<ul style="list-style-type: none"> • Children to refill water bottles under supervision of educators • Staff trained in First Aid in result of burns 	All Children	During excursion
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Covid- 19 Illness, infections, hospitalisation, death of child/educator/adult	Moderate	<p>Ensure Educators & Families are aware of our Covid-19 Policy & procedure</p> <p>Maintain communication between NSW Health department, Department of Education, ECED and any other relevant organisation in relation to Covid-19</p> <p>Ensure information of Covid-19 and any practices are updated as new information becomes available</p> <p>Ensure all such important information and factsheets are available & /or displayed for educators /parents /families and visitors to view</p> <p>Educators & families are updated with any new information / updates on Covid-19</p>	<p>Coordinator</p> <p>Educators</p> <p>Families and children</p> <p>Provider Staff</p>	Throughout the whole day
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		<p>Ensure that when adults enter the service, they practice social distancing, cleaning of hands. That they enter and exit solely to drop off or collect their child</p> <p>Ensure that there are no children, educators or adults that enter the premises if they have been in contact with anyone that has had COVID-19 symptoms or are currently displaying any related symptoms</p> <p>If children or adults present during the day as unwell, they will be set aside from others. For a child: their parent will be contacted to collect them as soon as possible. For an adult: they will be asked to leave the centre to seek further medical advice.</p> <p>All adults/visitors/volunteers are to adhere to all Covid-19 rules and practices as per prescribed from the NSW government</p> <p>Children will be given regular hand washing routines throughout the day, dependant on activity and what they are exposed to</p> <p>Antibacterial wipes, hand soap, paper towels and hand sanitiser will be available to all that enter/use the premises.</p> <p>Educators are strongly recommended to wear PPE including gloves & face masks where necessary</p> <p>Educators are to ensure supervision of children using hand sanitiser (as it is alcohol-based)</p>		
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		<p>A routine cleaning list is created in the centre and all educators are to complete the cleaning tasks and schedule.</p> <p>Educators are given opportunity to reflect and bring about new information in relation to our Covid-19 practices</p>		
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Plan prepared by: Lauren Chain	Date: 27/03/2025
Communicated to: All Staff on the day & Families (via website, and printed in centre)	
Venue and safety information/risk assessment/COVID-19 safety reviewed and attached: N/A Comment if needed:	
Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.	

Risk Matrix						
		Consequence				
Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
	Almost certain	Moderate	High	High	Extreme	Extreme
	Likely	Moderate	Moderate	High	Extreme	Extreme
	Possible	Low	Moderate	High	High	Extreme

Unlikely	Low	Low	Moderate	High	High
Rare	Low	Low	Low	Moderate	High

Appendix 8.13

TREETOPS ADVENTURE RISK ASSESSMENT REGISTER

Foreword

TreeTops Adventure High Ropes Adventure Parks are built and suspended by a wide variety of trees; the immediate surrounding areas of the course are also within this treed forest environment. This makes this activity inherently risky as there are more potential risks present such as being at height and environmental conditions that can be unpredictable. TreeTops Adventure takes all necessary steps to consult with relevant industry professionals to assess dangers and risks that our staff and customers could be exposed to. Once assessed we will take the necessary actions to either remove or mitigate the risk to an acceptable level. We will continue to reevaluate potential risks within our parks regularly to ensure a high level of safety within our parks. By doing this we can ensure our customers have a great experience, whilst not exposing them to unnecessary risks.

Parks this risk assessment applies to:

- **Victoria**
 - TreeTops Adventure - Glen Harrow Gardens, Belgrave 3160
 - TreeTops Adventure – Yeodene Park, Yeodene 3249
- **New South Wales**
 - TreeTops Adventure – Grose River Park, Yarramundi 2753
 - TreeTops Adventure – Nowra Park, Nowra North 2541
 - TreeTops Adventure – Coffs Harbour Park, Coffs Harbour 2450
 - TreeTops Adventure – Newcastle Park, Minmi 2287
 - TreeTops Adventure – Central Coast Park, Wyong Creek 2259
 - TreeTops Adventure – Western Sydney Park, Abbotsbury 2176
- **Western Australia**
 - TreeTops Adventure – Lane Poole Park, Dwellingup 6213
 - TreeTops Adventure _ Yanchep Park, Yanchep 6035
- **Tasmania**
 - TreeTops Adventure – Hollybank Park, Underwood 7268

Analysis and Evaluation of Risks

Once risks have been identified they will be assessed according to its level of likelihood and consequence. The risk matrix is a clear way to grade its level of risk before actions have been taken against it, then after the control measures have been implemented it will be graded again. If the level is not acceptable the control measure implemented will be reassessed and modified if possible to attain an acceptable grade of risk.

- **'Likelihood'** is a qualitative measure of probability to express the strength of our belief that the risk will happen.
 - This will be ranked as follows:
 - Rare (1)
 - Unlikely (2)
 - Possible (3)
 - Likely (4)
 - Almost Certain (5)

- **'Consequence'** is a qualitative measure of negative impact to either our staff or customers that are on site within the bounds of TreeTops Adventure.
 - This will be ranked as follows:
 - Insignificant (1)
 - Minor (2)
 - Moderate (3)
 - Major (4)
 - Extreme (5)
- **'Grading'** is the total grade calculated from both the 'likelihood' score and the 'consequence' score. This will identify the risk clearly so it can be appropriately controlled.
 - *'Likelihood' x 'consequence' = 'graded risk level'*
 - This will be ranked as follows:
 - Low – 1 to 3 (Green)
 - Medium – 4 to 9 (Yellow)
 - High – 10 to 15 (Orange)
 - Extreme – 16 to 25 (Red)

Risk Hierarchy of Controls

When risk is identified it will be controlled through the hierarchy of controls, starting with the most effective control working through the solutions till an appropriate control limits the risk to an acceptable level. The risk will always have the highest level of control applied in any given circumstance to ensure high levels of safety.

1. Elimination – Physically remove the hazard.
2. Substitution – Replace the hazard with a safer option.
3. Isolation – Prevent access to the hazard.
4. Engineering controls – Physical solution to protect people from the hazard.
5. Administrative controls – Change the procedures, better signage.
6. PPE – Personal Protective Equipment to protect staff or customers.

Update Schedule

To ensure high levels of safety at TreeTops Adventure the risk assessment will be reassessed each year at a minimum to determine appropriate control measure and acceptable levels of risk. If potential risks have been identified outside this yearly schedule than the reassessment will take place as soon as possible to control that given risk.

If your copy of the risk assessment is over 1 year old please contact the Park Manager at your closest TreeTops Adventure to obtain the latest version.

TREETOPS ADVENTURE - RISK ASSESSMENT MATRIX

GRADING Low – 1 to 3 Medium – 4 to 9 High – 10 to 15 Extreme – 16 to 25		CONSEQUENCES				
		Insignificant (1) No Injuries	Minor (2) First Aid Treatment	Moderate (3) Medical Treatment	Major (4) Hospitable	Extreme (5) Potential Death
LIKELIHOOD	Almost Certain (5) Often Occurs	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely (4) Could easily happen	Medium (4)	Medium (8)	High (12)	Extreme (16)	Extreme (20)
	Possible (3) Could happen	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
	Unlikely (2) Probably won't happen	Low (2)	Medium (4)	Medium (6)	Medium (8)	High (10)
	Rare (1) Very rarely occurs	Low (1)	Low (2)	Low (3)	Medium (4)	Medium (5)

COURSE AND EQUIPMENT

Type of Risk	Likelihood	Consequence	Grade	Control Measure	Likelihood	Consequence	Grade
Incorrect fitment of harness resulting in harness falling off	4	5	Ext 20	Harnesses are fitting and check by trained staff members, Different sized harnesses provided to fit different body types.	1	4	Med 4
Gloves not fitting and getting trapped under pulley	4	3	High 12	Provide a range of glove sizes for customers to select the approve gloves for their hand size. Unfitted gloved are identified by staff prior at harnessing or training.	2	2	Med 4
Rope/cable burn	3	2	Med 6	Gloves worn and instruction on correct use of equipment given.	2	2	Med 4
Small cuts and abrasions	4	2	Med 8	Daily inspection of course to pick up on sharp edges/loose wires/ splinters, Gloves provided for climbers, managers trained in first aid, first aid kit on site at Hometree and office, regularly restocked	1	2	Low 2
Jewellery getting caught causing injury (minor or major)	4	3	High 12	Climbers are informed to remove earrings other than studs, rings to be removed if protruding, gloves provided to cover other rings. Necklaces to be tucked in at all times or removed.	1	3	Low 3
Heat Exhaustion / Sun stroke / Dehydration	4	3	High 12	Participants are required to disclose medical history and are encouraged to bring fluids. Participants observed during activity. Water and first aid available. Sprinkler system installed (Grose River Park)	2	2	Med 4
Hand entrapment in pulley/carabiner	4	3	High 12	Participants instructed on proper hand placement. Gloves are provided and correct technique for self-rescue taught in training before attempting the courses.	2	3	Med 6

Hair entrapment in pulley/carabineer	4	4	Ext 16	Participants must wear helmet and have hair tied back in a low ponytail or braid (if possible), hairnets provided (on request).	2	3	Med 6
Bumps to the head	4	3	High 12	Participants must wear helmets at all times whilst on course.	1	3	Low 3
Bumps to shins from platforms or activities	3	2	Med 6	Encouraging participants to take their time. Inform participants if there is an activity or platform may affect them (e.g. older persons, physically disabled participants).	2	2	Med 4
Slipping off cables	4	4	Ext 16	Participants harnessed, helmeted and provided gloved (by trained staff member) whilst participating.	3	2	Med 6
Falling off Ladders unattached at start of courses	4	4	Ext 16	Staff monitoring access points preventing unintentional/intentional access without being safe. Requirement to attach to waiting lines with interlocking system, meaning attachment to ladder safety device is mandatory.	1	2	Low 2
Foot caught in cargo net	4	3	High 12	Participants instructed in correct climbing techniques and informed to act according to training. Discouraged from using flying fox pulley near such obstacles.	3	2	Med 6
Using flying fox pulley on activity with slope causing injury	4	3	High 12	Training provided instructing climbers not to use their pulleys on activities, 'stopper' cones installed on cables to prevent flying fox access on cables with potential more risk if unauthorised use of pulley happens. Staff instructions given and monitored if permission given to use flying fox on activity.	2	3	Med 6
Use of pulley, connecting with face when removing from cable	3	3	Med 9	Training provided in correct method to use pulley, and remove it from cable, steps added on platforms that require them (kids and shorter climbers)	1	3	Low 3
Personal objects falling from height	5	2	High 10	Participant to remove all loose items before climbing, lockers provided free of charge, all items that are allowed must be securely attached to participant and approved by staff.	2	2	Med 4

Course elements falling from height	3	4	High 12	Daily course inspection to identify issues such as loose planks/nuts/activity ropes, fixed immediately to removed further risk	1	4	Med 4
Base jump front cover open, allowing rope to disengage from wheel through normal use	2	5	High 10	Cable ties installed during installation and subsequent rope changes and inspections. To prevent front cover movement/opening.	1	5	Med 5
Base jump front cover open, allowing rope to disengage from wheel as result of installation error	2	5	High 10	Installation, inspections, and rope changes to be conducted approved staff as per procedure. Photos used and logged for Equipment Manager verification.	1	5	Med 5
Base jump lowering customers too fast	2	4	High 8	Regular inspection and rope replacement by approved staff. Softfall (mulch) installed on landing area.	1	3	Low 3
Base jump rope failure	2	5	High 10	Regular inspection and rope replacement by approved staff	1	3	Low 3
Base jump ropes twisting causing injuries	4	2	Med 8	Ropes tethered apart at base, ropes kept taught through its operation	2	2	Med 4
End of course descent device – Other customers directly underneath line of decent.	4	2	Med 8	Tanbark/ Ropes/ Landing mats help signify landing zone, fenced off where required to prevent unintentional access, monitored by staff	1	2	Low 2
End of course descent device – Poor landing technique.	4	2	Med 8	Tanbark/ Landing mat (if required) at landing zone, all hazards removed from landing zone, inspected daily	1	2	Low 2

End of course descent device – Not connecting properly	4	5	Ext 20	Interlocking safety system used to connect to descent device at a minimum, training provided in correct attachment method. Signs at end of course to help remind climbers	1	2	Low 2
Kids course climbers accessing a course unattached	5	3	High 15	Training provided to both kids and supervisors of how to access course, responsibility with the adult supervisors to open gate, providing access to courses. Latch on gate out of reach of kids. Staff assist with monitor correct access.	1	3	Low 3
Ziplining into another ziplining climber	4	3	High 12	Training provided, instructed to make sure landing is clear, one person at a time on an activity, staff monitoring course usage	2	3	Med 6
Fatigue to climber resulting in injury from falling	4	2	Med 8	Staff to instruct climbers on grading difficulties of course so appropriate course can be selected, staff to monitor climbers and make recommendations of appropriate course, staff trained in rescue techniques to help climbers get through the course or lowered to ground	2	2	Med 4
Equipment hitting knees/shins resulting in bruises	4	1	Med 4	Climbers instructed to place SSB lanyards over shoulder/head when not using them, kids with kids access equipment instructed to hold safety hook when moving, Pulleys on all climbers attached to harness with magnet or clip	1	1	Low 1
Staff member injury from bad rescue technique	4	3	High 12	Staff to receive training in correct rescue techniques, multiple methods provided to limit straining of staff to minimise injuries that could occur	1	2	Low 2
Climbers being exposed to a factor 2 fall whilst on course, resulting in significant injury	4	4	Ext 16	Critical lines installed at recommended heights, climbers monitored by staff to complete activities as designed. Activities designed with rare expose to potential factor 2 falls.	1	3	Low 3
SSB system failing whilst on course – double locked	4	1	Med 4	Daily inspections of equipment both visual and tactile (operational test) (logged), Quarterly inspections (logged), SSB regularly serviced to maintain optimal operation	2	1	Low 2

SSB system failing whilst on course – double open	4	4	Ext 16	Daily inspections of equipment both visual and tactile (operational test) (logged), Quarterly inspections (logged), SSB regularly serviced to maintain optimal operation. System designed to lock onto course if cable lock system fails. Preventing the climber from detaching. Staff trained in correct procedure for emergency opening on SSB equipment, Inc. resetting the locking pins to correct positions	1	1	Low 1
Harness Failure whilst on course	4	5	Ext 20	Daily Inspection of equipment (logged), quarterly inspections of equipment (logged), equipment retired when damaged. If unsure inspectors to liaise with equipment manager to get 2 nd opinion	1	3	Low 3
Fall from height greater than 1.5m	5	5	Ext 25	Participants harnessed and connected to safety lines before being allowed to begin course. Interlocking safety system (prevents disconnection from safety line). Participants locked onto safety lines at all times, monitored by trained staff member.	1	3	Low 3
Fall from height less than 1.5m	4	4	Ext 16	Adults supervising younger children on the Yellow courses are instructed to seek assistance from staff and not to access any part of the course themselves to assist. Staff monitoring compliance.	2	3	Med 6
Getting hit by car in carpark	2	3	Med 9	Speed signs installed to moderate speed. Where possible, remove pedestrian access from the pathways of vehicles	1	3	Low 3
Large branches falling onto climbers	3	5	High 15	Yearly arborist inspections. Qualified tree pruners address issues found	1	5	Low 5
Small branches or rock falling onto climbers	3	2	Med 6	Daily Inspection to pick up minor issues such as small deadwood/branches/loose rocks that may have come loose overnight, removed as soon as possible	2	2	Med 4

IMMEDIATE PARK GROUNDS

Type of Risk	Likelihood	Consequence	Grade	Control Measure	Likelihood	Consequence	Grade
Snake bites	2	4	Med 8	Areas more prone to snakes to have clear pathways to keep customers of untracked areas, first aid kit on site with staff first aid trained	1	3	Low 3
Bird attacks resulting in small cuts	1	2	Low 2	In known areas where birds scavenge for food, customers instructed about keep food covered, and are made aware of particular birds	1	2	Low 2
Other wildlife attacking customers	1	3	Low 3	Pathways under courses and around the park to keep people off untracked areas. Park kept clean of rubbish and bins not overfilled to discourage wildlife from being in the area.	1	2	Low 2
Metal components knocking into body parts	3	3	Med 9	Participants instructed how to use gear, Helmets and gloves provided to minimise risk	2	2	Med 4
Going off pathways and Drowning in river	2	5	High 10	Younger participants are under the care of the parents/guardian whilst at TreeTops Adventure, pathways to keep customers away from the river/water. No activities near or on the water.	1	5	Med 5
Bites or stings	2	3	Med 6	First aid and 'aero-guard' available. No soft drink for sale on site, groups are encouraged not to bring canned drinks (wasp risk). An insect sting pain relief product and/or ice packs present for relief.	1	2	Low 2
Slips and falls around activity	4	3	High 12	Area cleaned and kept clear. Mulch regularly refilled. Inform patrons to walk and not run especially during poorer weather conditions. Pathways fenced to prevent access.	2	3	Med 6

Spectators coming into contact with climbers traversing/flying from on tree to another	4	2	Med 8	Areas with low activities fenced off to prevent access by spectators. Staff monitoring areas with low activities to keep area clear	1	2	Low 2
Slips and falls on pathways	3	2	Med 6	Tanbark on uneven pathways to fill holes and undulating ground, refilled when necessary	1	2	Low 2
Slips and falls on decked areas	3	3	Med 9	Rubber matting/ grip tape/ pressure cleaned to help prevent slips and falls	1	2	Low 2
Accidents with company vehicles	3	3	Med 9	Must hold drivers licence and other appropriate licence (if required), authorised staff members only	1	3	Low 3

EXTERNAL ENVIRONMENTAL RISKS

Type of Risk	Likelihood	Consequence	Grade	Control Measure	Likelihood	Consequence	Grade
Fire (Large, bushfire or housefire nearby)	1	5	Med 5	Staff to monitor BOM, access local fire authority live updates, evacuate early. Follow in place fire evacuation procedures and park evacuation procedures.	1	3	Low 3

Fire (Small, cigarette/ camping stove/ open flames)	2	4	Med 8	Staff to restrict smoking to certain 'safe' areas (carpark) and dispose of butts correctly. Camping stoves and other open flame units prohibited in the park (unless by authorised staff members and situations (construction/ maintenance, not total fire ban)	1	3	Low 3
Flooding, blocking off pathways, erosion to paths and base of trees, causing instability	1	5	Med 5	Staff to monitor weather conditions and access flood warning recommendations from BOM. Daily inspection to identify inaccessible pathways, tree root exposure causing instability to trees. Block off access where needed, contact arborist to inspect if needed.	1	3	Low 3
High Wind (60km/h windspeed and 80km/h gusts) causing branches to contact course and potentially customers	2	5	High 10	Staff to monitor weather conditions, access to BOM and onsite weather station to monitor wind conditions and forecasts. Evacuate park if conditions reach said maximums. Close of course access till winds pass and safe to operate.	1	3	Low 3
Thunderstorms (Electrical storms and Lightning) grounding on course whilst customers are climbing	2	5	High 10	Staff to monitor weather conditions, access to BOM radar for storm cells, Metorage (lightning strike monitor program) to assess conditions within 15km. Park evacuation if required before storms hits park. Once storm passes clear to operate courses again	1	3	Low 3
Hail whilst people on course	1	3	Low 3	Park to operate as is, helmets are on customers on course eliminating any head injuries, customers on ground to seek shelter under cover.	1	1	Low 1
Excessive Rain with cold conditions	1	2	Low 2	Customers encourages to bring wet weather gear (if needed) and wear suitable clothing to suit weather conditions, or a change of clothes to minimise hypothermia, staff to monitor customers closely, sheltered areas available to customers.	1	1	Low 1
Extreme Heat (43 degrees)	1	4	Med 4	Park to close during these conditions	1	1	Low 1
High Heat (35 to 43 degrees) leading to dehydration or fainting	3	3	Med 9	Staff to monitor customers closely, looking for signs of dehydration. Customers reminded to drink plenty of fluids, drinking tap and/or kiosk with drinks available for customers. Staff to rescue customers who require it.	1	3	Low 3
Fire danger (Severe and Extreme)	2	4	Med 8	Monitor condition closely, seek updates from local fire authority regularly throughout day, evacuate park if required.	2	1	Low 2
Fire Danger (code Red)	1	5	Med 5	Park to close during these conditions	1	1	Low 1