

RISK ASSESSMENT GRID

Probability / Likely hood of something happening

RMP = Risk management Plan

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SEVERITY	Very Likely	Likely	Unlikely	Very Unlikely
Death/Perm Disability	1	1	2	3
Long illness/Serious Injury	1	2	3	4
Medical Attention	2	3	4	5
First Aid	3	4	5	6

Hazard Identification

Task /Activity	Potential Hazard	Assessed Risk	Assessed Risk	Assessed Risk	RMP	RMP – Control Strategies	Risk Management Plan	Contact
		Likelihood	Severity	Level				
Travelling to Jamberoo Action Park	Motor Vehicle Incident	Unlikely	First Aid, Medical Attention, Permanent Disability, Death	3	Y / N	Ensure children stay in well-supervised groups and respond to all important commands.	Ensure students are seated and/or seat belts are used in all vehicles.	Teacher in Charge
Travelling to Jamberoo Action Park	Travel Sickness	Likely	First Aid	4	Y / N	Determine in advance any known travel sickness students.	Have sick bags, water and cleaning products.	Teacher in charge
Negotiating car park	Children being hit by other vehicles	Unlikely	First Aid, Medical Attention	3	Yes	Ensure students are supervised at all times. Ensure Students do not alight from the vehicle until ready to enter the front gate.	Well-signed car park with car park attendants and Safety officers.	Car Park Attendants Safety Officer Duty Manager
Sunburn/Heat Stress	Sunburn and/or heat stress due to over exposure to sun and heat.	Possible	First Aid, Medical Attention	2	Yes	Apply sunscreen before entering the park and throughout the day. Ensure each person has own water, hat/shirt/sunglasses. Stay hydrated with water.	Air-conditioned buildings – first aid facilities-beverages available, sunscreen and hats can be purchased.	Attendants First Aid Duty Manager

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General Illness/allergies	Various factors influencing illness/nausea/allergic reaction	Possible	Medical Attention	5	Yes	Ensure all relevant information is received from parents regarding any medical conditions/medications to be carried and registered.	First aid room with full time first Aid Officer. All Outdoor Attendants trained in Applied first Aid.	First Aid Duty Manager
Emergencies	Various emergency situations eg. Fire Terrorism/ Bomb threat Major Equipment failure Armed Hold-up Major Chemical Spill Explosion	Unlikely	Medical Attention	4	Yes	Ensure that during any emergency or unusual activity – group leaders keep the group close. Group leaders and students must obey instructions from Jamberoo Action Park staff. Leave your mobile phone number with staff so you can be contacted while in the park if necessary.	Jamberoo Action Park will implement Critical Incident Management Plan. Jamberoo Action Park Management and staff will control all emergency situations.	Attendants First Aid, Duty Manager
Abduction	Child taken by stranger	Rare	Long Illness / Serious Injury	4	Yes	Prior to excursion – run drills with children to educate on stranger danger and dealing with abduction. Ensure group roles are marked and students are accounted for.	Jamberoo Action Park has security procedures with trained staff. NSW police officers are also in attendance at the park during school holidays and on weekends.	Safety Officer Duty Manager NSW Police on patrol at Jamberoo Action Park
Lost Child	Child separated from group	Likely	First Aid	3	Yes	Before you enter the park, advise your students of the time and place they need to meet before departure. Give each child some form of ID with group leader contact details. Consider implementing “buddy system” with students. Have a visible way of identifying your students (e.g. hats a certain colour. Ensure group roles are marked and students are	Staff procedures for identifying and dealing with missing children.	Safety Officers Duty Manager Teacher in Charge

						accounted for.		
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Bad Weather	Slipping while hurrying or traversing wet surfaces	Likely	First Aid Perm Disability	4	Yes	Ensure all children wear enclosed footwear. Enforce “ no running in the park ” rule.	Drainage systems which reduce surface ground water. Staff which enforce “no running” policy. Certain attractions/rides are closed during high wind.	Attendants First Aid Duty Manager
Electrical Storm	Ride Closure due to electrical storm. Lightning strike or electrocution.	Rare	Death/ Perm Disability	3	Yes	Make certain students are aware some rides and activities may close during inclement weather.	Certain attractions/rides are closed during rain and electrical activity.	First Aid Duty Manager
Activity in water	Drowning in pools/water areas Hypothermia	Rare	First Aid, Medical Attention, Death / Perm Disability.	3	Yes	All Students must be tested for swimming ability before entering the park. Students must receive wrist bands indicating swimming ability via Department of Education and Training guidelines (DET). At least One attending teacher must be Aus-swim Accredited as per DET Guidelines	Outdoor Attendants trained in Bronze Medallion Applied First Aid and given job specific training in water areas. Pocket resuscitation masks in all water areas. <i>CLAUSE A: Outdoor Attendants are trained in Applied First Aid and Bronze Medallion. First Aid and Management accredited in Advanced First Aid. Staff trained in Automatic External Defibrillator (AED) and Oxy-Viva</i>	Attendants Supervisors First Aid Duty Manager
Other Injuries	Various random injuries due to falling, splinters, cuts etc	Possible	First Aid	4	Yes	First aid kits are available at various locations around the park. The park also has a first aid room. Do not run in the park.	All staff is trained in current first aid training. The park also has a full time first aid officer available to treat injuries. The first aid officer and duty manager monitors trends to minimise hazards.	Attendants Supervisors First Aid Duty Manager

WATER BASED & NON WATER BASED ACTIVITY HAZARD IDENTIFICATION

REFER TO RISK ASSESSMENT GRID FOR EXPLANATION OF RISK ASSESSMENT

Activity / Program	Potential Hazard	Assessed Risk LIKELIHOOD	Assessed Risk SEVERITY	Assessed Risk LEVEL	Recommended age group. Fitness level. Prerequisite skills	RMP – Control Strategies [Jamberoo Action Park Staff Accreditation]	Risk Management Plan
Taipan	Very turbulent water. Darkness within the tube may cause motion sickness/students who are running may fall over, causing cuts, and abrasions. Drowning.	Unlikely	Minor Injury, Serious Injury.	5	Height requirement of 1.2 metres. Minimum 5 years of age. CLAUSE B: <i>Not recommended for those who have existing Heart and/or Lung Conditions, Pregnancy or recent Bone fractures. Those who are prone to suffering from motion sickness are encouraged not to use the activity.</i>	YES CLAUSE A. First Aid kits present at the top and bottom of Taipan ride. Personal Floatation Devices (PFD) present at Bottom of Taipan. Emergency procedure training and task specific training for all attendants until competent.	Ensure Students fulfil the height restriction and recommendations. Ensure students are strong swimmers who understand the safety rules and adhere to them.
Rock	DEEP WATER- 5.0 m Risk of drowning, risk of Spinal injury and fracture as a result of not obeying Attendant's instructions. Cuts, abrasions and Fractures as a result of running on surrounding paths	Unlikely	Minor Injury, Serious Injury, Perm. Disability, Death.	3	Minimum of 5 years of age. Only proficient swimmers allowed in water. CLAUSE B.	YES CLAUSE A. First aid Kit, AED, PFDs and Rescue throw lines present in area. Emergency procedure training and task specific training for all attendants until competent. Attendant uses whistle to safely coordinate guests jumping off the rock.	Ensure students are strong swimmers who understand the safety rules and adhere to them.

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Go Karts	Collisions between Go Karts and track barriers. Injuries that may occur include whiplash, cuts, bruises, broken bones and spinal Injuries.	Unlikely	Minor Injury, Serious Injury, Perm. Disability,	3	10 yrs and over. Height requirement of 1.4 metres. CLAUSE B. Guests who are observed to present greater risk to themselves and others are asked to be accompanied by an Adult.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent.	Ensure the guests follow safety regulations. Any guests who do not follow regulations are restricted access to the activity.
Surf Hill	If students don't follow the ride rules, including going on the red light, positioning properly on the mat and remaining in their lane for the duration of the ride, the risk of cuts, abrasions and fractures is a possibility.	Unlikely	Minor Injury, Serious Injury,	4	Guests are deemed to be capable of following staff instructions. CLAUSE B.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent	Staff members notify with a green light when to go and won't send the next group until the lanes are clear. Any guests who do not follow regulations will have their access to activities restricted.
Toboggan	Collisions between riders, guests falling off the Toboggans resulting in possible friction burns, cuts, abrasions, fractures.	Unlikely	Minor Injury, Serious Injury, Perm. Disability,	3	10 yrs and over. Height requirement of 1.4 metres. CLAUSE B.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent.	Staff members notify with a green light when to go and won't send the next group until clear. Any guests who do not follow regulations will have their access to activities restricted.
Chair Lift	Guests who ignore Safety regulations and raise the safety bar while the chair is in transit and/or alight the chair anywhere other than designated points are at possible risk of falling injuries eg. cuts, abrasions, fractures, spinal injuries.	Rare	Minor Injury, Serious Injury, Perm. Disability,	4	10 yrs and over. Height requirement of 1.4 metres.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent. Tripwire system will stop the chairlift if a guest alights the chairlift at Middle Station.	Staffs ensure the safety bar is closed before the chair leaves the station. Any guests who do not follow regulations will have their access to activities restricted.

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Rapid River	Artificial current and waves may water turbulent, guests may be pushed into pool sides resulting in cuts and abrasions. Guests not following safety regulations and exit the water during the ride are at possible risk of cuts, bruises, abrasions, fractures and spinal injuries.	Unlikely	Minor Injury, Serious Injury, Perm. Disability,	5	Guests are deemed to be capable of following staff instructions.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent. First aid Kit, PFDs and Rescue throw lines present in area.	Staff ensure that regulations are being followed. Any guests who do not follow regulations will have their access to activities restricted.
Log Roll	DEEP WATER- 1.6 m Guests using the Log roll are at risk of falling awkwardly resulting in blunt trauma injuries, bruising and fractures	Unlikely	Minor Injury, Serious Injury, Perm. Disability,	4	Minimum of 5 years of age. Only proficient swimmers allowed in water. CLAUSE B.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent. First aid Kit, PFDs and Rescue throw lines present in area.	Staff ensure area surrounding the log is free of guests and that Log riders. Staff ensure that regulations are being followed. Any guests who do not follow regulations will have their access to activities restricted.
Billabong Beach	Risks include, children walking up the slides and bumping into other children, causing cuts, abrasions, bruises.	Unlikely	Minor Injury, Serious Injury,	5	ONLY 10 years and under	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent.	Staff Supervise area regularly. Any guests who do not follow regulations will have their access to activities restricted.

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Outback Bay	DEEP WATER - 3.0 m Risk of Drowning. Waves create turbulent water hence guests may be pushed into pool sides resulting in cuts and abrasions. Guests not following safety rules are at risk of fractures and Spinal Injuries	Unlikely	Minor Injury, Serious Injury, Perm. Disability, Death.	3	Minimum of 5 years of age. Only proficient swimmers allowed in water. CLAUSE B.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent. First aid Kit, PFDs and Rescue throw lines present in area.	The relevant numbers of staff are placed around the area to monitor guests behaviour and safety. Staff ensure that regulations are being followed. Any guests who do not follow regulations will have their access to activities restricted.
Splash Out Slides	May be run into from behind if not clearing the pool immediately or not following safety guidelines by staff. Injuries may include, cuts, abrasions, fractures and spinal injuries.	Unlikely	Minor Injury, Serious Injury, Perm. Disability,	4	Guests are deemed to be capable of following staff instructions. Only proficient swimmers allowed in water.	YES CLAUSE A. Emergency procedure training and task specific training for all attendants until competent. First aid Kit, PFDs and Rescue throw lines present in area.	All users receive safety rules over a PA and the area is supervised constantly by staff. First aid Kit, PFDs and Rescue throw lines present in area.
St. Augusta's Mini Golf Course	Risks include injuries incurred from both putters and golf balls including, cuts, bruises and fractures	Rare	First Aid	5	Any age. Supervision required for under 3 years	YES The area is routinely supervised by Management and Safety Officers.	Guest's behaviour and safety in this area is monitored by Management and Safety Officers.

Equipment

(Any equipment, including personal protective equipment, to be provided for the use during the activities/programs)

Is all the equipment at the venue maintained in accordance with the OHS Regulations and Standards?

YES / NO

Refer to Appendix C

Other Equipment Requirements (Including items such as clothing, foot ware (shoes or thongs) and sun screen that participants are required to bring.)

Students and Staff

- Shirt, Shorts, Shoes, Hat and Sunscreen, Towels etc
- All supervising staff must wear swimming attire.

Refer Appendix C

Supervision / Services

- Teachers/ school staffs are explained the policies and procedures on behaviour and first aid equipment / procedures.
- The students are to read a document on safety rules and how to play safely, “Jamberoo Action Park – venue information sheet”.
- The attending teachers and supervisors are to read a document on Safety rules, their implementation and the role of the Carer at Jamberoo Action Park.
- Staff at Jamberoo Action Park provide delivery of all safety briefings, rules in each area, guided tours and supervision of all activities.

Refer Appendix C

Access

- Are access to and egress from the premises safe and without risk to health?
- Is the venue wheelchair accessible?
- Are disabled toilets available?

YES / NO

YES / NO

YES / NO

Refer Appendix C

Emergencies

- Are emergency procedures in place in the venue?
- Are all staff trained to deal with emergency situations?
- Are there signs, conforming to statutory requirements?

YES / NO

YES / NO

YES / NO

Refer Appendix D & F

School Student – Colour Coded Wrist Band Identification System

- Is there a structured identification system indicating each individual school students swimming ability?
- Has the school / teacher/s received the coloured wrist bands for students?

YES / NO

YES / NO

Refer Appendix C

Construction / Maintenance Repair

- Are licensed personnel used for all construction / maintenance and repair work?

YES / NO

Refer Appendix C

First Aid

- Are first aid kits available for each activity, including pocket resuscitation masks with one way valves? **YES / NO**
- Is there appropriate rescue equipment available such as buoyancy and reaching aids at each activity area? **YES / NO**
- Are there resuscitation charts and pool rules posted in prominent locations? **YES / NO**
- Are there trained first aid officers available at the venue? **YES / NO**
- Is there a first aid room available? **YES / NO**
- Are there details, location and telephone numbers of nearest police, ambulance, fire and hospitals? **YES / NO** *Refer Appendix F*

Child-Related Employment

- Are employees of your organisation engaged in child related employment as defined by the Commission for Children and Young people Act 1998 and the Child Protection (Prohibited Employment) Act 1998? **YES / NO** *Refer to Appendix C*
- If Yes, which Approved Screening Agency in NSW has registered your organisation as a child related employer for the purpose of employment screen? **NSW Sport and Recreation (Copy supplied upon request)**
- If your organisation is registered with an Approved Screening Agency in NSW, have all staff undergone employment screen? **YES / NO**
- Have all staff completed a prohibited Employment Declaration? **YES / NO** *Refer Appendix C*

Staff Member Name

Staff Member Signature.....

School Name.....

School Address

School Contact Numbers

Date: ____/____/____

Please note the information provided above was current as a 3rd October 2009. It has been provided by the venue to assist teachers in their risk management planning for excursions. If further information is required please contact the venue. If any of the information changes, the venue will advise the Department of Education and provide an update.