



# Health and Safety Risk Assessment

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*Venue Health and Safety Information for Schools*

## Document Details

<b>Name</b>	Health and Safety Risk Assessment – Schools
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## Our Commitment and Document Purpose

The Directors and Management of Propix Pty Ltd (trading as Jamberoo Action Park) recognise the importance of providing all employees, customers, visitors, contractors and subcontractors with a safe and healthy working environment.

Jamberoo Action Park is committed to ensuring a safe environment for all persons attending the Park where they can enjoy the fun and entertaining experience at NSW's favourite water theme park.

Our goal is to as far as reasonably practicable, mitigate all injuries and illness. Jamberoo Action Park will seek to achieve this by;

- Identifying, eliminating, reducing and/or monitoring risk of all types associated with activities undertaken.
- Providing instruction, training and supervision to all employees to improve understanding of workplace safety; including hazard identification, safe work practices and operating and emergency procedures, according to Work Health and Safety Act and Regulation 2011 including Codes of Practice and Industry Standards.
- Actively undertaking risk assessment and management strategies, including the consultation of all employees, to assist in identifying, assessing and controlling hazards.
- Ensuring that everyone (including patrons, visitors, contractors and subcontractors) comply with appropriate standards and workplace directions to protect the health of themselves and others whilst on the premises in accordance with standards dictated by relevant governing bodies.



- Providing adequate systems and resources to effectively manage rehabilitation and return to work processes.

## Your Obligation

As a visitor and guest, students and teachers must:

- Obey all safety instructions given by Attendants, Management and Staff at Jamberoo Action Park, in addition to recommendations and guidelines from the Department of Education and Communities.
- Teachers must read all available 'Venue Safety Information' available at [www.jamberoo.net](http://www.jamberoo.net), and understand their role in supervising and providing a safe environment for the students.
- Follow all safety signage and safety briefings from staff.
- Not engage in any unsafe, unsociable or unauthorised activities that directly or indirectly compromise the safety of other guests, staff and/or themselves.
- Not deliberately damage, disable or deface any equipment, signage or device at Jamberoo Action Park.

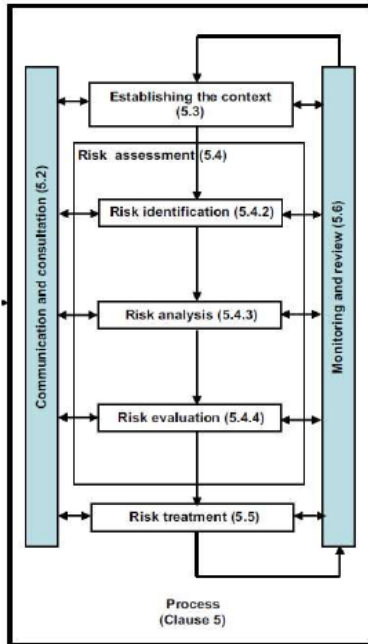
Date: \_\_\_\_\_

School: \_\_\_\_\_

# of Students: \_\_\_\_\_

Teacher in Charge: \_\_\_\_\_

## Methodology



The risk assessment process has been developed in accordance with ISO31000:2018. The Process follows the five steps outlined in Clause 5 of ISO31000:2018. The Risk evaluation process uses the below risk matrix. Identification of consequence and likelihood is based specifically on the descriptions provided in the table and all figures are applied to a given calendar year e.g. Financial consequence of ">\$1,000,000.00" identifies the risk that a direct or indirect cost of \$1,000,000.00 or greater could be incurred in any 365 day period.

Where the evaluation of a risk results in a consequence or likelihood which falls between two categories, the more conservative should be chosen (i.e. highest consequence or likelihood)

			Consequences						
			Catastrophic	Severe	Major	Moderate	Minor	Very minor	
U	<b>Unacceptable Risk - Highest Risk.</b> Immediate action is required and the root cause must be eliminated or controlled to a lower level before proceeding	People	Multiple Fatalities	Single death or Permanent Disability	Long-term illness or serious injury causing hospitalisation	Lost Time injury and/or injury resulting in prolonged medical treatment	Minor injury requiring external medical treatment	Minor injury or ailment not requiring first aid or on-site medical treatment	
E	<b>Extreme Risk - The highest acceptable risk level.</b> Eliminate wherever possible. Engineering, isolation or substitution controls must be implemented.	Reputation	International media coverage/ global public scrutiny and/or prosecutions	National media coverage/ national public scrutiny by regulatory authority	Local media coverage/ localised stakeholder criticism	limited media coverage/selected stakeholder criticism	Internal scrutiny requiring internal investigation	Individual criticism which requires management review	
H	<b>High Risk - Modification of risk profile should be considered if possible.</b> Engineering, isolation or substitution controls should be implemented before proceeding	Business, Infrastructure, Processes & Systems	Infrastructure and/or system interruption for more than 72 hours	Infrastructure and/or system interruption between 24 - 72 hours	Selected infrastructure or systems failure/ significant slowdown resulting in extensive delay	Single Building/system failure or slowdown resulting in localised delay of service.	Error or minor failure in service delivery resulting in additional inputs to meet requirements	Minor error, damage or system irregularity with little or no affect on service delivery	
M	<b>Moderate Risk - presents moderate risk to the organisation and its stakeholders.</b> Administrative controls must be implemented before proceeding.	Environmental	Irreversible ecosystem or species population damage	Contamination/ Ecosystem and/or species impact which is reversible over the longterm	Major contamination, environmental and/or ecosystem impact requiring mediation	Minor contamination, significant localised environmental impact which will self-repair	On-site contamination, or potential external environmental/ecosystem impact	Localised spill, energy wastage or vegetation removal	
L	<b>Low Risk - minimal risk to the organisation and/or stakeholders.</b> Controls should be implemented to ensure risk value does not escalate.	Heritage	Permanent loss of multiple artefacts/exhibits or structures	Permanent loss of single artefact/exhibits or structure	Significant damage to artefacts/exhibits/ structures requiring major re-design	significant damage to single artefact/exhibits/ structures requiring major restoration	Damage to artefact, exhibit or structure requiring localised restoration	Minor damage to artefact, exhibit or structure which is easily repaired without delay.	
I	<b>Insignificant Risk - presents a risk value which has very little to no impact on the organisation.</b> No action is required.	Financial	>\$1,000,000.00	\$150,000.00 - \$1,000,000.00	\$50,000.00 - \$149,999.99	\$5,000.00 - \$49,999.99	\$100.00 - \$4,999.00	<\$100.00	
			1	2	3	4	5	6	
Likelihood	Quantitative Justification	Qualitative Occurance Justification							
	<1:10 (10.0%)	Expected to frequently or immediately	Almost Certain - A	U	U	E	E	H	M
	1:10 - 1:100 (1.0%)	Expected to occur in most circumstances	Likely - B	U	E	E	H	M	L
	1:100 - 1:1000 (0.10%)	Expected to occur occasionally	Possible - C	E	E	H	H	M	L
	1:1000 - 1:10,000 (0.01%)	Not expected in most circumstances	Unlikely - D	E	H	H	M	L	L
	1:10,000 - 1:100,000 (0.001%)	Not expected to occur very infrequently	Rare - E	H	H	M	L	L	I
>1:100,000 (>0.0001%)	Have never happened before	Almost Impossible - F	H	M	L	L	I	I	

This risk matrix has been designed in accordance with ISO AS/NZS 31000:2018 Risk Management Guidelines and Principles. Eddy Group - Risk Management Policy. All rights reserved © 2019. Commercial in Confidence.



## Hazard Identification and Risk Assessment School Excursions

Task / Activity	Potential Hazard	Assessed Risk			RMP	Control Strategies	Responsibilities
		Likelihood	Severity	Assessed Risk			
<b>Negotiating Car Park</b>	Children being hit by other vehicles	Unlikely	Severe	High (2)	Yes	<p>Teachers must ensure students are supervised at all times.</p> <p>Ensure Students do not alight from the vehicle until ready to enter the front gate and instructed by Attendants.</p> <p>Speed limit in place for carpark.</p> <p>Attendants present to control flow of traffic and parking of buses.</p>	<p>Teachers</p> <p>Carers</p> <p>Car Park Attendants</p>
<b>Sunburn / Heat Stress</b>	Sunburn and/or Heat Stress due to over exposure to sun and heat	Likely	Minor	Moderate (5)	Yes	<p>Teachers to ensure sunscreen is applied before entry and reapplied regular throughout the day.</p> <p>Teachers to ensure students remain well hydrated throughout the day.</p> <p>Additional resources (e.g. sunscreen, rash vests, hats and water) are all available for purchase.</p> <p>Air-conditioned First Aid Room available.</p>	<p>Teachers</p> <p>Carers</p> <p>First Aid Officers</p>
<b>General Illness / Allergies</b>	Various factors influencing illness / nausea / allergic reaction	Likely	Severe	Extreme (2)	Yes	<p>Teachers to ensure all relevant information is received from parents regarding any medical conditions/medications.</p> <p>Teachers or supervising adults should be trained in first aid and be able to recognise the signs/symptoms of specific illnesses outlined.</p>	<p>Teachers</p> <p>Carers</p> <p>First Aid Officers</p>



Teachers are to notify Jamberoo Action Park if students are attending with any pre-existing injuries or illnesses that could be life threatening (e.g. anaphylaxis).

Teacher to leave contact number with Jamberoo Action Park and to be contactable throughout the day.

First Aid Officers and First Aid Room available.

<b>Emergencies</b>	Various emergency situations e.g. Fire Terrorism/ Bomb threat Major Equipment failure Armed Hold-up Major Chemical Spill Explosion Electrical Storm	Unlikely	Moderate	Moderate (4)	Yes	Teacher to leave contact number with Jamberoo Action Park and to be contactable throughout the day. Teachers to read and understand Jamberoo Action Park's Emergency Action Plans (EAP) Teachers to understand their role if an evacuation is necessary. Safety Officers to undertake security measures, including random bag searches, of patrons upon entry. Jamberoo Action Park to ensure that the Emergency Management Team (EMT) are trained in emergency scenarios. Jamberoo Action Park Management to coordinate emergency situations	Management Attendants First Aid Officers Safety Officers
<b>Abduction</b>	Child taken by stranger	Rare	Severe	High (2)	Yes	Schools to run drills with children to educate on stranger danger and dealing with abduction. Teachers should notify Jamberoo Action Park of suspicious behaviour from other patrons. Ensure group roles are marked and students are accounted for. All employees complete necessary WWCC for child-related employment.	Teachers Safety Officer Duty Manager NSW Police



<b>Lost Child</b>	Child Separated from Group	Likely	Minor	Moderate (4)	Yes	<p>Teachers to advise students of the time and place they need to meet before departure.</p> <p>Give each child some form of ID with Teacher contact details that staff can assist with if needed.</p> <p>Consider implementing “buddy system” with students.</p> <p>Have a visible way of identifying your students Ensure group roles are marked and students are accounted for.</p> <p>Inform Jamberoo Action Park if students are missing so that announcements can be made as soon as possible.</p> <p>Jamberoo Action Park to follow internal policy regarding lost children.</p>	<p>Teacher</p> <p>Safety Officers</p> <p>Duty Manager</p>
<b>Activity in Water</b>	<p>Drowning in pools / water areas</p> <p>Hypothermia</p>	Rare	Severe	High (2)	Yes	<p>Teachers to ensure students are tested for swimming ability (as per Department of Education and Training (DET) guidelines) before entering the park, if not using Jamberoo Action Park Swim Testing.</p> <p>Students must receive swim wrist bands indicating swimming ability via DET guidelines (DET).</p> <p>Water temperature monitored by Attendants at regular intervals.</p> <p>Attendants received in service training and external qualifications/training as deemed appropriate by Royal Life Saving NSW.</p> <p>Ride Rules in place acknowledging attractions that require strong swimmers.</p> <p>Water depth markers in each pool</p>	<p>Attendants</p> <p>Supervisors</p> <p>First Aid Officer</p> <p>Duty Manager</p>
<b>Other Injuries</b>	Various Random injuries due to falling,	Likely	Minor	Moderate (5)	Yes	<p>Ride safety procedures and rules in place.</p> <p>Teachers and Attendants to enforce no running policy.</p>	<p>Attendants</p> <p>Supervisors</p> <p>First Aid Officer</p>



such as  
abrasions,  
splinters, cuts  
etc.

Teachers should be trained in first aid and have appropriate first aid supplies.

Duty Manager

All injuries must be reported to Jamberoo Action Park.

First aid kits are available at various locations around the park.

First Aid Officers available

Please note: the information has been provided by Jamberoo Action Park to assist teachers in their risk management planning for excursions. If further information is required please email [admin@jamberoo.net](mailto:admin@jamberoo.net).