



Thalgarrah Environmental Education Centre



Risk Management Plan – High School Fieldwork

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Activity	Hazard Identification & Associated Risk Type/Cause	Assess Risk use matrix	Elimination or Control Measures
Fieldwork	General Snakes, tree branches, bull ants Sunburn Storms, high winds, extreme heat/cold Allergic reactions, asthma, diabetes Uneven ground surfaces	 3 5 2 2 4	<ul style="list-style-type: none"> Many of the fieldwork investigations are conducted within 200 metres of the centre's office. Phone and road access are within 200 metres of most activities. Thalgarrah teachers carry first aid kits and are trained in Senior First Aid. When fieldwork takes place further than 200m from EEC Office, EEC staff carry UHF radios and mobile phone. Activity sites are inspected prior to activities. Students wear hats and sunscreen for sun protection. Additional sunscreen is available at the Centre. Activities are suspended. Bureau of Meteorology warnings and reports checked prior to activities. Medical conditions are indicated to staff prior to activities. Measures are taken to eliminate, avoid or minimise exposure to known allergens. Long pants are recommended. Students are instructed to watch where they are moving and warned of uneven surface.
General Supervision	Separation from group Environmental dangers – snakes, water (drowning)	3 3	<ul style="list-style-type: none"> Groups are instructed by EEC staff. A student to teacher ratio of 15:1 is to be maintained throughout bushwalking experiences. Boundaries are indicated to students. Students do not leave the activity site unless accompanied by an adult.
Use of chemicals	Exposure to chemicals – skin and eyes	3	<ul style="list-style-type: none"> Use of chemicals with very high toxicity is avoided. Students are instructed in safe use of chemicals.

Plan prepared by: Matthew McKenzie

Date of review: 13/2/2015

Communicated to: EEC casual teachers, visiting teachers via booking confirmation package.

Please refer to the **Risk Assessment Matrix** for explanation of numbers. For more information on completing a risk management plan for your visit, please consult the Department of Education and Training website <https://detwww.det.nsw.edu.au/adminandmanage/ohands/index.htm>