



Thalgarrah Environmental Education Centre



Risk Management Plan – “Nature’s Story – digital photography”

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Activity	Hazard Identification & Associated Risk Type/Cause	Assess Risk use matrix	Elimination or Control Measures
Bush walk	General		<ul style="list-style-type: none">• The bush walk will occur within 300 metres of the centre’s office.• Phone and road access are within 300 metres of all activities.• Thalgarrah teachers carry first aid kits and are trained in Senior First Aid.
Bush walk	Sunburn Storms, high winds, extreme heat/cold Allergic reactions, asthma, diabetes Uneven ground surfaces	5 2 2 4	<ul style="list-style-type: none">• Students wear hats and sunscreen for sun protection. Sunscreen is provided by 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.• Students are instructed to watch where they are walking and not watch the iPad screen when moving through the forest.
General Supervision	Separation from group Environmental dangers – snake bite, etc	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 outdoor experiences.• Students do not leave the activity site unless accompanied by an adult.

Plan prepared by: Matthew McKenzie

Date of review: 3/3/2015

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>