



Thalgarrah Environmental Education Centre



Risk Management Plan – “Shelters” program

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Activity	Hazard Identification & Associated Risk Type/Cause	Assess Risk use matrix	Elimination or Control Measures
Walking in the bush	Snakes, tree branches, bull ants	3	<ul style="list-style-type: none">• Activity sites are inspected prior to activities.• Students wear hats and sunscreen for sun protection. Thalgarrah has extra sunscreen if required.• 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 running and warned of uneven surface.• Rules are set to minimise risk.
	Sunburn	5	
	Storms, high winds, extreme heat/cold	2	
	Allergic reactions, asthma, diabetes	2	
	Uneven ground surfaces	4	
Nest box building	Falling, tripping	6	<ul style="list-style-type: none">• Students are instructed to watch for these hazards and shown safe working procedures.
	Fingers hit with mallet or pinched in timber	5	
General Supervision	Separation from group	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.
	Environmental dangers – snake bite, water (drowning)	3	

Plan prepared by: Matthew McKenzie

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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>