



Risk Management Plan – Switched On (Stage 3)

Principal: Matthew McKenzie

Location: Rockvale Road, ARMIDALE NSW 2350

Phone: 02 6775 1736

Email: matthew.mckenzie@det.nsw.edu.au

Web Address: www.thalgarrah-e.schools.nsw.edu.au

Fax: 02 6775 1681

Activity	Hazard Identification & Associated Risk <small>Type/Cause</small>	Assess Risk <small>use matrix</small>	Elimination or Control Measures
General Supervision	Separation from group Environmental dangers – snakes, water (drowning)	4 4	<ul style="list-style-type: none"> • Groups are instructed by TEEC staff. • Students are supervised by a minimum of 2 adults including TEEC staff. • Students do not leave the activity site unless accompanied by an adult.
Making Circuits	Incorrect use of tools when putting circuit together Inappropriate use of batteries	5 5	<ul style="list-style-type: none"> • TEEC teacher demonstrates correct use of tools before beginning activity • Correct use is demonstrated by TEEC teacher and working safely is discussed before beginning activity
Testing conductors and insulators	Unsafe use of items in testing conductors/insulators (ie anything connected to power points /near power points)	3	<ul style="list-style-type: none"> • Students instructed by TEEC about what items they can test (from the conductors and insulators kit box)
Using STELR equipment	Unsafe use of power points	3	<ul style="list-style-type: none"> • Instruction by TEEC teacher about safe use of equipment and power points before starting activity

All visiting schools are to provide all necessary medications and equipment including epi-pens and ventolin (preventers and relievers)

Plan prepared by: Matthew McKenzie

Date of review: 31/3/2020

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

Risk Matrix: 1=Extreme 2=High 3=Medium 4=Low 5&6= Minimal