

Identify the Activity & Purpose: Play at parks: games, running, sliding, see-sawing, climbing, picnic, swinging. Social graces. Gross motor development. Understanding of balance, waiting turns, interaction with others. Appreciation of nature and identification of flora & fauna. Strengthen & develop long distance vision by being in a place that requires more than a room's distance in vision and be part of the 13 hours of sunshine required by children per week.		Destination: PARKS - Centennial, King Edward, Civic, &/or Fletcher Street Lane Who may be at risk? Children and Educators If required - Risk Assessment : Transport completed		EYLF: Children gain: Outcome 1: a strong sense of identity Outcome 2: are connected with and contribute to their world Outcome 3: a strong sense of wellbeing NQS: 1.1, 1.2, 2.1, 2.2, 2.3, 3.1, 3.2, 4.1, 5.2,		
Instructions: 1. Send risk assessment to nominated supervisor for acknowledgment (NS) 2. Send risk assessment to parents 3. Collect parental authorisation forms & give to NS before excursion/outing begins 4. Inform parents and nominated supervisor the morning of the excursion 5. Provide new risk assessment annually for each outing		Identify hazards, risks and rate the risks 1. Divide the activity into tasks 2. Identify the hazards and associated risks for ea task 3. List risk controls already in place 4. Determine a risk rating using the Risk Matrix tool		Proposed Day/Date: Monday to Fridays Proposed Times: 9:00 until 11:00am Total: Adults 5-6 Children 20 Ratio: 1:3/4		
Tasks	Hazards	Risks	Control Measures <i>(how you will manage and minimise the risks)</i>	Risk Rating After Control Measure		
				Likelihood	Consequence	Risk Rating
Walking from carpark to outdoor play area and playing, climbing, swinging, see-sawing, digging, sliding, balancing, running and chasing.	Traffic Trip/Fall Sun Dogs Stranger	Injury Injury Sunburn Bitten Frighten	Hand holding routine, taught never to go onto road without adult and never chase blown off hat or anything onto the road, listen, look to the right, left, right again and cross road with adult routine. Active supervision, educator/teacher helps children develop skills on Safe-fall equipment First aid bag carried on all excursions. Children wear Sunsafe hats and sunscreen. Early morning excursion largely before heat of the day. Children walk with or in front of educator, never behind, 'stay with your friend's' routine. We discourage children from patting stranger's dogs and inform owners that we don't have permission for our children to engage with dogs other than those at the day care. Children know emergency signal continuous clapping and educator calling to come so that child come immediately to educator/teacher should there be any danger. Educators on alert for anyone approaching a/the child/ren.	Unlikely	Moderate	Low
Walking around the water fountains	General Pubic Depth of water	Lost Child or Drowning	Person in Charge will take a photo of each group of children with their educator/teacher and forward this to Director and keep on their own phone for reference e.g. what each child was wearing etc. Children walk with or in front of educator or beside when hand held, never behind, stay with your friends routine, all go together. Active supervision and regular checking by educator of the children in their charge. Children are not allowed to go beyond boundary area specified until they are with their group. Hi-vis vests on children out of prams. They all move together from one area to another. Children wear a fluoro bracelet with MDC and contact phone number. Staff leader wears a Safe T Card that enables them to push button on tag to gain emergency help through security firm monitoring. Children are not taken into water as we explain why as they need to come there with their parents for supervision.	Unlikely	Moderate/ Severe	low
Facility	Toilets General safety Fire protection Earthquake	Injury	Facilities at venue have been checked by educator and found to be adequately clean. Children only go to the bathroom with their educator. See above "continuous clapping" and "first aid kit".	Unlikely	Minor	Low
Morning Tea	Storage of foods Area for meals Sun	Food poisoning Choking Sunburn	Children's own food is kept in insulated bag. Children do not eat until they are sitting down and remain there until finished. 'Coughing it up' routine if anything gets stuck and educator first aider. Sit in shade to have morning tea.	Unlikely	Moderate	Low
Access to water	When no tap water is available	Dehydration	Each child's drink bottle of water is carried on all excursions, spare bottles are in all vehicles	Unlikely	Moderate	Low
Each January Risk Assessment are re-examined before approval by The Nominated Supervisor. These can be accessed by parents on website.			January each year parents sign a new excursion approval that can be found in the front of their child's folder. This permission allows the centre staff to take their child on regular excursions.			