

Animal escaping	Risk of children or staff being injured as a result of an escaped animal	6	<ul style="list-style-type: none"> - Escaped animals will be captured and returned to the display enclosure by The WildLife Movement staff. - Animals will be transported and housed in suitable and secure enclosures for the duration of programs and during break times. - Vacation Care staff and children will be advised to keep their distance from any escaped animals and to listen to any additional instructions given by The WildLife Movement staff. 	The WildLife Movement staff	During programs
Slips, trips and falls	Risk of injury from slipping on spilled water	5	<ul style="list-style-type: none"> - Vacation Care staff to ensure that children are walking in the venue to ensure that they remain safe from slips, trips and falls. Vacation Care staff will also remind children that they are not to listen to instructions from The WildLife Movement staff. 	Vacation Care staff	Prior to and during programs
	Risk of injury from tripping on loose cables or equipment		<ul style="list-style-type: none"> - The WildLife Movement staff will ensure that all loose cables are covered by mats or are tucked away where possible. - The WildLife Movement staff will clean up all water spills promptly to mitigate the risk of slips. 	The WildLife Movement staff	Prior to and during programs
Child safety	Risk of student exposure to external service provider	6	<ul style="list-style-type: none"> - All The WildLife Movement staff have a valid Paid Working With Children Check (WWCC) number which can be found provided in the documentation provided. - All The WildLife Movement staff will practice COVID safe measures in accordance with our Covid-19 safe plan in the documentation provided. 	The WildLife Movement staff	On going
Parking & Loading/Unloading Vehicle	Risk of student/staff collision with vehicle	3	<ul style="list-style-type: none"> - The Program Organiser will ensure adequate parking close to proximity of the presentation area. - In the event that suitable parking cannot be provided, the Program Organiser is to assist The WildLife Movement staff while they are moving vehicles or enclosure by ensuring that no children or other staff are in danger of vehicle collision. 	Program Organiser	Prior to arrival
	Risk of spills or injury from heavy moving object		<ul style="list-style-type: none"> - The WildLife Movement staff will ensure safe loading and unloading procedures of animals. - All animals will be transported in secure, mobile carriers. 	The WildLife Movement Staff	Upon arrival, setup, packdown and departure Upon arrival, setup, packdown and departure

Unpredictable behaviour of animals	Risk of injury from animals as a result of unpredictable behaviour.	5	<ul style="list-style-type: none"> - Movement and noise will be kept to a suitable level during programs. - Children will be reminded to remain calm and behave respectfully towards the animal during animal encounters. - The WildLife Movement staff will ensure that animals are not being overcrowded by children. - No other animals are to be in attendance during the programs. - No food (unless brought by The WildLife Movement staff) is to be in the same room during the program. - The WildLife Movement staff will remove animals from the program that are exhibiting stressed or uncontrollable behaviour. 	The WildLife Movement Staff	During programs
Water damage as a result of faulty equipment	Risk of damage to property as a result of faulty equipment, such as leaking pipes, cracked pumps or tanks.	5	<ul style="list-style-type: none"> - The WildLife Movement staff will inspect all equipment for leaks, faults or cracks prior to setup and will conduct routine maintenance on all equipment to ensure that it remains in proper working order. 	The WildLife Movement Staff	During setup, programs, and packdown
Drowning	Risk of death from drowning in display tank	3	<ul style="list-style-type: none"> - The WildLife Movement staff will be present at all times during programs to ensure that children are not at risk of drowning in the display tanks. - During break times (when The WildLife Movement Staff members are not present), the presentation area will be locked to ensure that children do not have unsupervised access to the display tanks. 	The WildLife Movement Staff	During programs and break times

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Date last reviewed: 12/03/2021

Monitor and Review - Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or a significant change occurs.

Hazard Identification

Risk Assessment Matrix				
How serious could the injury be?	How likely is it to be that serious			
	Very Likely	Likely	Unlikely	Very Unlikely
Death or permanent injury	1	1	2	3
Long term illness or injury	1	2	3	4
Medical attention & several days off	2	3	4	5
First aid needed	3	4	5	6
Severity – is how seriously a person could be harmed		Likelihood – is an estimate of how probable it is for the hazard to cause harm.		
Legend				
1 and 2	Extreme risk; deal with the hazard immediately			
3 and 4	Moderate risk; deal with the hazard as soon possible			
5 and 6	Low risk; deal with the hazard when able.			

Risk Elimination or Control

Eliminate the risk. Eliminate the item or activity; e.g. do not undertake a particular high risk activity such as abseiling in high wind; do not use high risk equipment. If elimination is not reasonably practicable, control the risk as far as practical using the hierarchy of controls below. Select the highest possible control and/or use a combination of controls to reduce the risk.

Substitute the hazard: Replace the activity, material, or equipment with a less hazardous one eg choose an easier bushwalk; substitute a food known to cause severe allergic reactions (for example, peanut butter or tree nuts) with alternative nutritious food.

Isolate the hazard: Isolate the hazard from the person at risk; isolate through distance e.g. select a lunch location well away from the water; check if a coastal walk has fencing.

Use engineering controls: Have access to equipment to counteract the hazard; consider hiring coaches with seatbelts and ensure these are worn if available; ensure that an appropriately trained person is with the student at all times and has immediate access to an EpiPen in the event of an emergency.

Use administrative controls: Establish procedures and safe practices e.g. supervision of children, clear rules, instruction in safe methods, training of staff, volunteers and children in the excursion activities or in the use of equipment and qualifications of instructors. Ensure health care plans are reviewed and updated for the excursion for children known to have severe allergic conditions. Discuss student health needs with caterers, in consultation with parents/carers.

Use personal protective equipment: Use appropriately designed and properly fitted equipment such as safety goggles, hats and sunscreen and helmets, in conjunction with other control measures identified from above. Encourage children and staff to wear appropriate footwear and protective clothing at all times; children wear medic alert bracelet or necklace where required.