

RISK ASSESSMENT FORM: Safety in Action Week 2019

Date: June 2021 Assessed by: Martin Preisig

Location/ Scenario: Road Safety
(Technology Centre)

No	Activity/Plant/ Materials	Hazard	Persons in Danger	Existing Controls	Severity 1 2 3 4 5	Likelihood 1 2 3 4 5	Initial Rating	Additional Control measures	Final Rating	Review Date
1	Collect first group at meeting point & return last group to meeting point at the end of session.	Children getting lost, knocked down, trips and falls	Children, teachers, helpers	N/A	2	2	4	Traffic control as children cross the road, escort the group	1	End of each day July 2021
2	Enter class	Trap fingers in door	Children	N/A	1	1	1	Hold open door	1	End of each day July 2021
3	In class	Trip over cables	Children/adults	N/A	1	1	1	Tape wires and warn – Guide visitors in small groups to area with no wires	1	End of each day July 2021
4	In class	Trips falls over tables chairs	Children	N/A	1	2	2	Move tables chairs out of the way. Visitors escorted in small groups away from any hazards	1	End of each day July 2021
5	In class	Jostle and push each other	Children	N/A	1	2	2	Supervision	1	End of each day July 2021
6	Need to leave class to go to the toilet	Getting lost, falls, trap fingers in door	Children	N/A	1	1	1	Teacher/parent to escort	1	End of each day July 2021
7	Leave class	Trap fingers in door	Children	N/A	1	1	1	Hold open door	1	End of each day July 2021
8	Leave class	Getting lost	Children	N/A	1	2	2	Escort children to next venue if no teacher present to supervise	1	End of each day July 2021

Risk Rating Formula: Severity x Likelihood

Severity : 5 = Fatality

4 = Major Injury or illness

3 = “3 day” injury/illness

2 = Minor injury/illness

1 = First Aid injury/illness

Likelihood : 5 = Almost Certain

4 = Very Likely

3 = Likely

2 = Unlikely

1 = Very unlikely