

RISK ASSESSMENT FORM: Safety in Action Week 2023

Date: June 2023

Assessed by: Martin Preisig

Location/ Scenario: Play Safety (Nash Building)

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	Students Teachers, Helpers	N/A	2	2	4	Traffic control as students cross the car park to and from Nash building, escort the group	1	Daily after the event July 2023
2	Equipment	Slips, Trips and falls	Students Staff Parent helpers Teachers	All equipment kept in designated areas Artificial grass Area screened by 2x banners and info boards	1	2	2	Students to sit on cushions provided during presentation	2	Daily after the event. July 2023
3	Scooter	Falls	Students	Firm instructions to Students about not using scooters and they are just for demonstration Other props	1	2	2	Scooters for demonstration purposes only	2	Daily after this event July 2023

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