

F009 - RISK ASSESSMENT

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| Activity / Task / Location: Farm tour or excursion at Green Connect Farm, Warrawong | | Reviewed / Approved By: Cal Champagne | |
| Developed by: Vanessa Fookes, Activity Coordinator Green Connect | Date: 28/2/2020 | Review Date: 28/2/2021 | |

| Risk Matrix | | LIKELIHOOD | | | |
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| | | Highly unlikely, but it may occur in exceptional circumstances. It could happen, but probably never will. | The event might occur at some time as there is a history of casual occurrence | There is a strong possibility the event will occur as there is a history of frequent occurrence | Very likely. The event is expected to occur in most circumstances as there is a history of regular occurrence |
| | | Unlikely / Rare (U) | Possible (P) | Likely (L) | Almost Certain (C) |
| CONSEQUENCE | 1. Severe or Catastrophic Eg. Kill or Permanently Maim | MEDIUM | HIGH | EXTREME | EXTREME |
| | 2. Major Eg. Long term Injury or Illness | MEDIUM | MEDIUM | HIGH | EXTREME |
| | 3. Moderate Eg. Medical Attention with several days off work | LOW | MEDIUM | MEDIUM | HIGH |
| | 4. Minor Eg. First Aid Needed | LOW | LOW | MEDIUM | MEDIUM |

Summary of Requirements

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| Personal Protective Equipment | Non-slip enclosed shoes, sun hat and sunscreen, rain coat. |
| Training/Equipment | Farm induction |

Refer to Page 3 for some possible hazards

| Hazard Identification | | Control | Risk Assessment |
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| Task | What are the potential hazards | What methods/controls will be used to reduce the hazards What hazard remains Additional Controls | What is the level of risk remaining based on the Risk Assessment matrix |
| Walking around the Green Connect farm | Slip, trip and falls due to uneven ground | <ul style="list-style-type: none"> • Visitors advised of slip and trip hazards and to take care when walking as part of the farm induction when they arrive on site • Parents and carers advised to stay with children and supervise closely • Running on site to be actively discouraged | Medium |
| | Snake bite | <ul style="list-style-type: none"> • All visitors to wear sturdy, enclosed shoes. • At induction, visitors advised of the presence of snakes on site and to immediately tell a staff member if they see one • When a snake is sighted, all persons present to be notified that one (or more) has been seen and its location. • Snake bite kit available within the farm hub and trained first aiders available on site | Medium |
| | Bee or other insect stings | <ul style="list-style-type: none"> • Visitors advised of the presence of bees on site as part of the farm induction, and asked to declare if they are allergic. Those who are allergic are asked to present their Epipen, as well as keep clear of the beehives | Medium |

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| | | <ul style="list-style-type: none"> No visitors to handle bees, beehives or other insects. They will remain 10m or more from the beehives to best avoid being stung First aid kit and EpiPen available within the farm hub and trained first aiders available on site Visitors are advised to bring personal supply of insect repellent and know how to apply it, if they are concerned about insects | |
| | Asbestos exposure | <ul style="list-style-type: none"> Visitors advised that bonded asbestos has previously been found on site and to alert a staff member if building materials are spotted anywhere on site | Low |
| | Injury from tools or machinery | <ul style="list-style-type: none"> Visitors advised that there are tools and machinery on site and they are not to touch them without express permission from a staff member No one to go within one metre of anyone using tools or machinery First aid kit available within the farm hub and trained first aiders available on site | Medium |
| Visiting the animals | Electric shock from fencing | <ul style="list-style-type: none"> Visitors advised that there is white electrical tape around some animal enclosures and not to touch it to avoid getting a shock Groups to stay one metre or further from electrical tape always | Low |
| | Animal bites | <ul style="list-style-type: none"> Visitors advised to touch (or let their children touch) any animals at their own risk Visitors must not attempt to pick up chickens, pigs, sheep or goats at any time When feeding the animals (e.g. pigs), visitors to throw food to them rather than handfeeding them | Low |
| Harvesting or planting produce | Allergic reaction to soil, compost etc | <ul style="list-style-type: none"> Wearing of gloves is advised but optional, visitors need to bring their own. Planting will take place in well ventilated, outdoor area. Suitable planting materials are selected and will be kept damp to reduce particle exposure. Hands will be washed after planting takes place. First aid kit available within the farm hub and trained first aiders available on site | Low |

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| | <p>Cut or sting from a plant e.g. stinging nettle</p> | <ul style="list-style-type: none"> • At induction, visitors are briefed on the risks of touching and handling plants with prickles, spikes, thorns or other sharp protrusions. • First aid kit available within the farm hub and trained first aiders available on site • Stinging nettles are found on site and areas of concern will be identified by the tour guide before the visitors arrived. Visitors will be advised not to touch the nettles. • Visitors advised not to pick or tear any plant unless otherwise asked to • Low-hanging branches pose a risk to scratching faces and eyes, so visitors are asked to avoid those areas. | <p>Low</p> |
| | <p>Being separated from the group</p> | <ul style="list-style-type: none"> • Visitors are reminded that the duty of care owed to students cannot be delegated from the school to employees of external organisations regarding student supervision. • Tour guides lead the walk; Schools and groups' supervising teacher/ group leader remains at the rear of the group. • Tour guides are familiar with tracks and terrain. • Students and participants will be briefed about staying on the paths unless directed by the tour guides. • Tour guides make regular stops to check on group cohesion and maintain communication with schools' supervising teacher/group leader at the rear of the group. • Tour guides carry mobile phones in the case of emergency. | <p>Low</p> |
| | <p>Nut allergies Asthma</p> | <ul style="list-style-type: none"> • On the excursion date a parent or teacher from the visiting school/group must carry the plan and medications or treatments during activities and be trained to use such medications • Tree and other nuts are present on the farm e.g. peanuts. Tour guides to know where these are and to discourage visitors from touching them. Nuts found on the ground are not to be picked up. | <p>Low</p> |

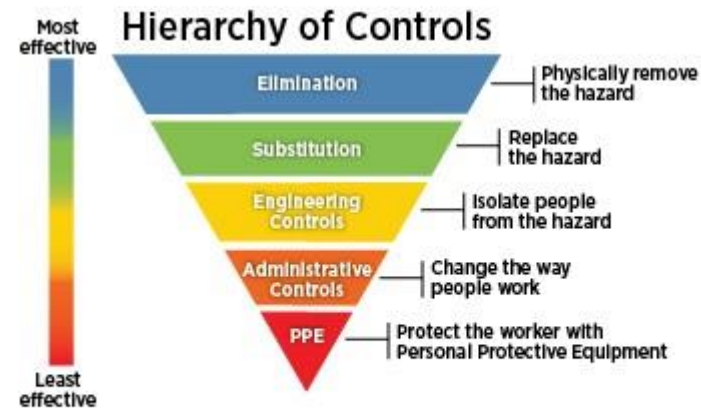
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| | <p>Poor student behaviour that compromises safety</p> | <ul style="list-style-type: none"> • Students and participants to be briefed on expected quality of behaviour • Measures in place for dangerously disruptive students and participants to be picked up by other staff from visiting school/group • Dangerous behaviour to be reported to farm manager and visitor banned from re-entering the site. | <p>Low</p> |
| | <p>Heat exhaustion, dehydration, sunburn</p> | <ul style="list-style-type: none"> • All visitors, students and participants are required to bring at least one 600ml bottle of water. • Schools are expected to bring sunscreen from their school for their students and participants. • All students, participants and staff are required to wear hats, protective clothing and closed footwear when participating in lessons and activities. | <p>Low</p> |
| | <p>Severe weather including high wind, extreme heat or bush fire.</p> | <ul style="list-style-type: none"> • Tour guides will monitor severe weather via Bureau of Meteorology weather alert and website. • On severe weather days and on Very High to Extreme fire danger days, the tour guides may cancel or modify all excursions or education activities. • Weather conditions will be considered by staff before undertaking activities. • In the event of inclement/dangerous weather during a lesson or activity the staff will modify or stop the activity. • Activities under tree cover will not occur when high winds are over 65km/hr (severe weather warning). • In an emergency staff and visiting school/group staff will follow the direction of tour guide to leave the site and seek safety • Participants will need to wear clothing suitable for the weather conditions on the day, for example raincoat, jacket, hat, covered shoes and sunscreen. | <p>Low</p> |

A Possible Hazards:

- Noise
- Light
- Radiation
- Toxicity
- Infection
- High or low temperatures
- Electricity
- Flammable or explosive materials
- Things under tension or pressure (compressed gas or liquid; springs)
- Any other energy sources or stresses
- Biohazardous material
- Physical – lifting, pulling, pushing
- Gravitational – Slips, trips and falls, ladders, steps, falling objects
- Mechanical - hazards caused by equipment and vehicles and include: electricity associated with plant, machinery, equipment, pressure vessels, dangerous goods, forklifts, hoists and vibration
- Psychosocial – working remotely or alone; repetitive tasks



B Controlling the Risk



Assessing the Risk

| Step 1 – Consider the Consequences | Step 2 – Consider the Likelihood | Step 3 – Calculate the Risk |
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| <p>What are the consequences of this incident occurring?</p> <p>Consider what <u>could reasonably</u> have happened as well as what happened.</p> | <p>What is the likelihood of the consequence identified in step 1 happening? Consider this with the current controls in place.</p> | <p>A. Take Step 1 rating and select the correct column.</p> <p>B. Take Step 2 Rating and select the correct line.</p> <p>C. The calculated risk score is where the two ratings cross</p> |