

F009 - RISK ASSESSMENT

SCOPE Location: Green Connect Farm, 6 Anna Avenue Warrawong NSW Activity: Tours - schools, public, partners; Work Experience; volunteer or community groups Context The site is a working farm and has all the typical hazards of a farm including machinery, waterways and unsealed paths. Composting toilets are used on site without disability access. The Farm Hub is disability accessible with support. This document outlines the general and specific 'people and animal safety' risk management controls in place for tours, work experience and other volunteer groups.		Reviewed / Accepted By: Robert Servine, General Manager Signature: Date: 27/10/2022
Summary Residual Risk Level (highest)	MEDIUM	CONTROL EFFECTIVENESS - ADEQUATE
Developed by: Emily Henderson, Farm Manager Alex Godwin, Activities Coordinator Lizzy Smith, Safety & Wellbeing Partner	Date: 7 March 2022	Review Date: 8 March 2024

Summary of General Risk Management, Equipment and Induction

Personal Protective Equipment	Non-slip enclosed shoes and clothing to suit conditions (sun hat and sunscreen, or raincoat)
Training/Information	Skilled guides (staff and volunteers) Farm induction Tour information packages – booking information, induction for tour guide Visitor orientation and safety induction on arrival on farm

First Aid Arrangements	<p>Occupational kit – Farm Hub first aid station</p> <p>EpiPen (if not using personal EpiPen)</p> <p>Mobile Kit (pouch) – Tour Guide bag</p> <p>Snake bite kit available at the farm hub First Aid Station. Ambulance will be called.</p> <p>Trained first aider is available on site</p>
Group management	<p>The Farm Manager must be advised of all upcoming group visits, to ensure that farm activities are planned accordingly (e.g. no machinery or equipment which could pose a hazard to be used in the vicinity of the school group; areas unsafe are excluded from the tour path). Members of the group should remain together. In the event a member of the group must leave the group, the tour guide or person responsible for the group must be notified.</p> <p>Where necessary (for large groups) and practical, a responsible adult will follow behind the group to ensure the group stays together. On judgement of the guide or person responsible, additional risk controls may be applied for the group’s activity to suit the conditions of the day.</p>

Risk Management Plan (People and Animal Safety)

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
Activity	What are the potential hazards	What methods/controls will be used to reduce the risk of hazards to as low as reasonably practicable	What is the level of risk is remaining based on the Risk Assessment matrix
Walking around the Green Connect farm	Slip, trip and falls due to uneven ground, mud, trip hazards	<ul style="list-style-type: none"> • Site hygiene (clean up, tools storage, road and path maintenance) • Workers advised of slip and trip hazards and to take care when walking as part of the farm induction when they arrive on site • Running on site will be actively discouraged 	Low
	Snake bite	<ul style="list-style-type: none"> • Staying together as a group with tour guide • All workers 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. 	Low

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
	Bee or other insect stings (e.g. wasp, spiders, ticks, mosquitoes)	<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 or anaphylactic. Those who are anaphylactic are asked to present their EpiPen, as well as keep clear of the beehives No visitors to handle bees, beehives or other insects. They will remain 10m or more from the beehives to best avoid being stung Visitors are advised to bring personal supply of insect repellent and know how to apply it, if they are concerned about insects 	Medium
	Potential exposure to Asbestos debris	<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"> Scheduling site works – Farm Manager to be aware of tours on site including partner visits. No one to go within five (5) metres of anyone using tools or machinery Visitors advised that there are tools and machinery on site, and they are not to touch them without express permission from a staff member 	Low
Visiting the animals	Minor electric shock from fencing	<ul style="list-style-type: none"> Visitors advised that there is white or orange electrical tape around some animal enclosures and not to touch it to avoid getting a shock Farm staff to turn electric fencing off before visitors arrive where possible Groups to stay one metre or further from electrical tape always 	Low
	Threats to Animal welfare – leading to animal disturbances, charging or bites, feed issues	<ul style="list-style-type: none"> Visitor groups will be advised to behave in a quiet, calm and respectful way near any animals to prevent animals from being stressed or frightened Handling animals - Visitors advised to not to touch any animals and only with permission. Visitors must not attempt to pick up any animals on the farm at any time without permission Feeding animals is at their own risk and only with permission. When feeding the animals (e.g. pigs), visitors instructed to throw food to them rather than handfeeding them Hygiene – instruct visitors to wash hands after being with the animals. 	Medium
Harvesting or planting produce	Skin or Allergic reaction to contact with soil, compost	<ul style="list-style-type: none"> Wearing of gloves is advised but optional, visitors instructed to bring their own. Planting activities 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 or handling materials takes place. 	Low

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
		<ul style="list-style-type: none"> First aid kit available within the farm hub and trained first aiders available on site 	
	Cut or sting from a plant e.g. stinging nettle	<ul style="list-style-type: none"> Farm plant management and pruning practices At induction, visitors are briefed on the risks of touching and handling plants with prickles, spikes, thorns or other sharp protrusions. Low-hanging branches pose a risk to scratching faces and eyes, so visitors are asked to avoid those areas. Stinging nettles are found on site and areas of concern will be identified by the supervisor. Visitors advised not to pick or tear any plant unless otherwise permitted. 	Low
	Nut allergies Asthma	<ul style="list-style-type: none"> Tree and other nuts are present on the farm e.g. peanuts. Guide to know where these are and to discourage visitors from touching them. Nuts found on the ground are not to be picked up. 	Low
Tasting edibles on the farm	Skin or allergic reaction to tasting of products on the farm Choking	<ul style="list-style-type: none"> Visitors advised of various types of edibles that may be tasted on site as part of the farm induction and asked to declare if they are allergic or anaphylactic. Those who are anaphylactic are asked to present their EpiPen, as well as not to taste anything in the related families of allergies (Bee allergies – No honey, Berry allergies – No Mulberries etc) Tour guides all to be first-aid trained, young children tasting offered under adult supervision. 	Low
Other	Poor student behaviour that compromises safety	<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 escorted and separated by other staff from visiting school/group Risk taking or dangerous behaviour must be reported to farm manager. Visitor may be banned from re-entering the site. 	Low
	Heat exhaustion, dehydration, sunburn	<ul style="list-style-type: none"> Shaded areas are used for group standing and activity where possible. All students, participants and staff are required to wear hats, protective clothing and closed footwear when participating in lessons and activities. All visitors, students and participants are required to bring at least one 600ml bottle of water. Sunscreen is available onsite. 	Low

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
	Extreme weather conditions and site conditions	<ul style="list-style-type: none"> Farm Manager to monitor weather and site conditions for safe access. Closure to visitors may occur with little notice. Tour information includes cancellation instructions. 	Low
	Manual tasks – repetitive, heavy loads, carrying loads, awkward postures	<ul style="list-style-type: none"> Duration and type of work is matched to condition of person’s capability where possible Techniques and tools use demonstrated for understanding Work practices minimise handling as much as possible Participants encouraged to have breaks, stretch and hydrate. 	Medium

Community Resources Risk Matrix
People Safety Risk Domain

		LIKELIHOOD			
		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 E.g. Kill or Permanently Maim	MEDIUM	HIGH	EXTREME	EXTREME
	2. Major E.g. Long-term Injury or Illness	MEDIUM	MEDIUM	HIGH	EXTREME
	3. Moderate E.g. Medical Attention with several days off work	LOW	MEDIUM	MEDIUM	HIGH
	4. Minor E.g. First Aid Needed	LOW	LOW	MEDIUM	MEDIUM