

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 and Portaloo 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, CEO Signature:  Date: 30/7/2026
Summary Residual Risk Level (highest)	MEDIUM	CONTROL EFFECTIVENESS - ADEQUATE
Reviewed by: Stephanie Viles, Activities Coordinator	Date: 30 th July 2026	Review Date: 30 th July 2028

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) Safety and Risk Information provided prior to booking and again prior to visit Visitor orientation and safety induction upon arrival to farm Training provided on use of tools and equipment prior to work commencing

First Aid Arrangements	Occupational kit – Farm Hub first aid station EpiPen (if not using personal EpiPen) Mobile Kit (pouch) – Tour Guide bag Snake bite kit available at the farm hub First Aid Station. Ambulance will be called. Trained first aider is available on site
Group management	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. 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.

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 Green Connect farm	Slip, trip and falls due to uneven ground, mud, trip hazards	- Site hygiene (clean up, tools storage, road and path maintenance) - Visitors 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	- Staying together as a group with tour guide - All volunteers to wear enclosed shoes; those doing farm work are encouraged to wear sturdy, supportive footwear. - 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)	- 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, confirm where it will be kept on their person, as well as keep clear of the beehives. Guides will collect an EpiPen from first aid room prior to tour if someone who requires one did not bring theirs. - No visitors to handle bees, beehives or other insects. They will remain three (3) metres or more from the beehives to best avoid being stung - Visitors are invited 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	Visitors doing volunteer work on high-risk areas of the site advised that buried bonded asbestos has previously been found on site and to alert a staff member if suspicious building materials are spotted anywhere on site	Low
	Injury from tools or machinery	- Scheduling site works – Farm Manager to be aware of tours and volunteer work taking place onsite - No one to go within five (5) metres of operating machinery, or approach anyone using hand tools without a verbal warning - 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	- Visitors advised that there are some electrical fences around animal enclosures and to not to touch fences to avoid getting a shock - Farm staff to turn electric fencing off before visitors arrive where possible - Groups to always stay one (1) metre or further from live electrical tape and netting	Low
	Threats to Animal welfare – leading to animal disturbances, charging or bites, feed issues	- 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 not to touch any animals and unless they get permission from a staff member. Visitors must not attempt to pick up any animals on the farm at any time without permission - Q fever risk - Visitors will be advised of the small risk associated with feeding sheep or goats if they are or may be pregnant. No visitors will be allowed contact with animals potentially contaminated with afterbirth or bodily fluids (e.g. newborns) - Feeding animals is at their own risk and only with permission. When feeding the animals visitors are guided on appropriate technique to throw food in enclosure for pigs, hold hand flat for sheep etc - Hygiene – visitors instructed to wash hands after being with the animals	Medium

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
Harvesting or planting produce	Skin or Allergic reaction to contact with soil, compost	- Wearing of provided gloves is advised - 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 - First aid kit available within the farm hub and trained first aiders available on site	Low
	Cut or sting from a plant e.g. stinging nettle	- Wearing of appropriate gloves is mandatory during tasks involving sharp/stinging plants - Follow 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 given permission	Low
	Nut allergies Asthma	- Tree and other nuts are present on the farm e.g. peanuts, macadamia trees... Guide to know where these are and to discourage visitors from touching them - Nuts found on the ground are not to be picked up - Visitors will be asked about nut allergies, anaphylaxis and EpiPens when discussing stinging insects	Low
Tasting edibles on the farm	Skin or allergic reaction to tasting of products on the farm Choking	- 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, confirm where it will be kept on their person, 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	- Adequate adult: child ratios communicated during booking - 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	- Shaded areas will be 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	Low

Hazard Identification		Current Controls (deemed to be adequate)	Residual Risk Assessment
		- All visitors, students and participants are encouraged/provided with regular breaks to bring a bottle of water and encouraged to refill it and stay hydrated - Sunscreen is available onsite	
	Extreme weather conditions and site conditions	- 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	- Duration and type of volunteer work will be matched to condition of person's capability where possible - Techniques and tools use demonstrated for understanding - Appropriate PPE provided and discussed for task at hand - 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