



# Risk Assessment

Please use this risk assessment to help determine any risks and hazards that may be evident in an activity or area within a service.

Service: Greystanes Activity Centre

<b>Identify the Activity</b>  Walking and collecting the children to and from the school.	<b>Location</b>  Walking through the carpark, high school and primary school grounds.	<b>Who May be at Risk?</b> <ul style="list-style-type: none"> <li>• Children</li> <li>• Staff members</li> </ul>				
<b>Identify Hazards, Risks and rate the risks</b>						
<b>Tasks</b>  Walking the children to and from school.  Walking up and down stairs / hills.	<b>Hazards</b> <ul style="list-style-type: none"> <li>• Cars moving within the carpark</li> <li>• Cracks in concrete, pot holes, broken steps, etc</li> <li>• Falling tree branches.</li> <li>• Slippery Floors from wet weather.</li> </ul>	<b>Risks</b> <ul style="list-style-type: none"> <li>• Bumps, broken bones, concussion, cuts.</li> <li>• Cuts, sprains, bumps.</li> <li>• Concussion, Cuts, broken bones.</li> <li>• Bumps, broken bones, cuts.</li> </ul>	<b>Risk Rating</b>			<b>Existing Control Measures</b>  When walking the children there is always a staff member leading the way and deciding where to walk to avoid any dangers. The other remaining staff members keep the children in line and instruct them to follow the person in front of them.  During wet weather, every child is encouraged to put on their rain coats and use their umbrellas. If any child comes to the Centre without a raincoat or umbrella then staff members will provide them with a deposable raincoat or umbrella.  While walking through the car park a staff member stops cars if needed and inform the other staff members and children when it is safe to continue.  A first aide and an emergency bag is carried by staff members on every walk.
			<b>Likelihood</b>  Possible	<b>Impact</b>  Moderate (Impact not higher because the cars are only allowed to drive at 10km.	<b>Risk Rating</b>  High	
			<b>Likelihood</b>  Unlikely	<b>Impact</b>  Minor	<b>Risk Rating</b>  Low	
			<b>Likelihood</b>  Rare	<b>Impact</b>  Moderate	<b>Risk Rating</b>  Medium	
<b>Completed By:</b> Signature: Date:			<b>Approved By:</b> Signature: Date:			



# Risk Matrix

Use the risk matrix to determine the Risk Rating for the activity or area being assessed.

		IMPACT				
		Insignificant	Minor	Moderate	Major	Severe
Likelihood	Almost Certain	Medium	High	High	Very High	Very High
	Likely	Medium	Medium	High	High	Very High
	Possible	Low	Medium	High	High	Very High
	Unlikely	Low	Low	Medium	Medium	High
	Rare	Low	Low	Medium	Medium	Medium

Likelihood		Impact	
<b>Almost Certain</b>	Is expected to occur in most circumstances	<b>Insignificant</b>	Injuries not requiring first aid
<b>Likely</b>	Will probably occur in most circumstances	<b>Minor</b>	First aid required
<b>Possible</b>	Could Occur at some time	<b>Moderate</b>	Medical treatment required
<b>Unlikely</b>	Not likely to occur in normal circumstances	<b>Major</b>	Hospital admission required
<b>Rare</b>	May occur only in exceptional circumstances	<b>Severe</b>	Death or permanent disability to one or more persons.