



9D Cinema Incursion Risk Assessment

Toongabbie West Activity Centre

Risk Rating Key

Very Low/ Low/ Moderate / High / Very High

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
9D Cinema / Virtual Reality Motion Simulator (mobile incursion)	Trip/slip hazards around equipment setup	Low	- Ensure all cables secured and covered - Clearly mark entry/exit paths - No running near equipment - Provider to conduct safety check of setup area	Provider Provider Educators Provider	During set up During set up At all times Before use
	Equipment malfunction or instability	Low	- Only use licensed and insured provider - Provider to set up and operate equipment - Inspect setup before use - Keep children away during setup/pack down - Electrical cords to be tagged and tested	Coordinator Provider Provider/ Educators Educators Provider	When booking During set up Prior to use At all times At all times
	Electrical hazards	Low	- Provider ensures all equipment tagged/tested - Keep liquids and children away from power sources - Cables covered and out of reach	Provider Educators Provider	As required At all times At all times
	Motion sickness / dizziness / disorientation	Low	- Offer non-participation option - Limit ride duration per session if needed - Observe children during use - Stop session immediately if discomfort occurs - Inform families beforehand to identify sensitive children	All educators All educators All educators Provider Coordinator	As needed As needed During use As needed Prior to day
	Additional Needs Children		-All rostered educators are expected to read the 'all about me' forms on the children attending on the day -Familiar educators will be assigned to closely monitor children with additional needs to further support	Coordinator/Responsible Person/Educators Coordinator/Responsible Person/Educators	Prior to activity Prior to activity
	Sensory overload (flashing lights, sound, motion)	Moderate	- Gather parental consent beforehand - Notify parents about lighting/sound effects - Offer alternative activities - Supervise closely for signs of distress	Coordinator Coordinator All educators All educators	Prior to activity Prior to day As needed At all times
	Behavioural issues (pushing,	Low	- Clear queueing system- children not participating must remain in designated play space	All educators	At all times



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	rushing to participate)		- Educators supervise waiting area - Limit group sizes as per ride capabilities - Enforce calm, turn-taking behaviour - Children who continue to be unsafe will be removed and provided with alternative activities	All educators All educators All educators All educators	At all times At all times At all times As needed
	Inadequate supervision	Low	- Maintain active supervision throughout - Assign educators to entry, exit, and waiting area - Provider to supervise during ride operation and educators to be waiting at exit	All educators Responsible Person Provider & Educators	At all times At all times At all times
	Hygiene risks	Low	- Clean VR headsets and seats between uses - Encourage children to wash/sanitise hands before and after activity - Unwell children should not attend	Provider All educators Responsible person/parents	Between uses At all times At all times
	Noise exposure	Low	- Keep volume at safe levels - Provide option to remove headset - Schedule in smaller groups if needed	Provider Provider Educators	At all times As needed As needed
	Emergency / power failure during use	Low	- Provider trained in emergency stop procedure - Educators to assist children calmly - Emergency exits kept clear - Pre-brief children on safety procedures	Provider All educators Provider & Educators Responsible person	At all times At all times At all times Prior to activity
Completed by: Alanah Rye			Approved By: Liz Sakeson		
Signature:			Signature:		
Date: 12/11/2025			Date: 13/11/25		

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Person/s who completed Review:

Alanah Rye

Changes Made: YES / NO

Notes:

Date & Signature

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