



## Ambrose Hallen Park: Risk Assessment

Toongabbie West Activity Centres

<b>Date of Excursion</b>	Ongoing throughout 2026 - after school care during term time and vacation care – can be programmed or spontaneous.
<b>Excursion Destination</b>	Ambrose Hallen Park, Toongabbie
<b>Proposed activities</b>	Children will walk to Ambrose Hallen Park Derbyshire Ave, Toongabbie, to be involved in programmed, free choice activities and use park equipment.
<b>Pick up location and destination</b>	OOSH main room to Ambrose Hallen Park
<b>Requirements for seatbelts or safety restraints</b>	N/A
<b>Estimated departure and Arrival Times and Duration of Excursion</b>	During after school care - 3.30pm-5.30pm = max 2 hours. During Vacation Care - at different times throughout the day = max 2 hours at a time.
<b>Proposed Route of excursion</b>	Walk out of OOSH room along veranda towards office, then pass library and down the steps/ramp towards hall. Walk along path towards back of the school past the hearing unit and out the back gate into Ambrose Hallen Park. Upon return, walk back through the gate, along the path past the hearing unit, past the school hall, up the steps/ramp, past the library and along the verandah into the OOSH room.
<b>Name of Excursion Coordinator</b>	Elizabeth Sakeson
<b>Means of transport</b>	Walking on foot
<b>Requirement for seatbelts or safety restraints in your state or territory have been met</b>	N/A. Comment: No seatbelts required as walking.
<b>Number and full names of each adult involved in the excursion</b>	2 staff as per roster (as per ratio 1:13)
<b>Number of educators/responsible adults, appropriate to provide supervision, and whether any adults with specialised skills are required</b>	2- no specialised skills required.

<b>Number of Children attending excursion</b>	max 25 children
<b>Water Hazard</b>	No Water hazards on this excursion
<b>Educator to child Ratio, including whether this excursion warrants a higher ratio</b>	1 educator: 13 children
<b>Excursion Checklist</b>	First Aid Kit List of children involved in excursion (OWNA) Medical management plan, medication Contact information for each child Emergency Evacuation Folder Mobile phone/Walkie Talkie/iPad

**Identified Hazard:**

- Walking to and from service
- Member of public approaching children/staff
- Stray or leashed dogs
- Litter from public (sharps, rubbish, glass)
- Insect stings/bites
- Loss of communication
- Injury from equipment use (swings, slide, climbing frame, log roller, monkey bars, chain rope)
- Children leaving park
- Falling branches
- Burns from hot equipment
- Inclement weather or extreme heat

**Risk Rating Key:** **!! Very High** **! High Risk** **# Medium Risk** **\* Low Risk**

<b>Risk</b>	<b>Control Measures</b>	<b>Person responsible for taking required action</b>	<b>Timeframe for addressing action</b>
	Staff will be required to read the Emergency Procedures Manual in consultation with this Risk Assessment.		





