Risk Rating Key

Very Low/ Low/ Moderate / High / Very High

Activity: Base Zero Rock Climbing
Date & Time: Thursday 8th October 2026, 9:00 am – 11:00 am

Location: Toongabbie West Public School

Summary:
Children will participate in a supervised rock-climbing session with Base Zero, providing opportunities for physical challenge and skill development. This activity encourages children to explore safe risk-taking, develop coordination, balance, and strength, and promotes persistence and problem-solving as they navigate climbing routes. Educators will support children's learning through encouragement, guidance, and scaffolding to build confidence and resilience.

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
Rock Climbing	• Inadequate supervision • Children enter climbing area when not climbing • Challenging Behaviour • Medical Conditions/Emergency • Poor weather (heat stress, sunburn, thunderstorm, overexertion) • Wet/slippery equipment • Inappropriate footwear/clothing • Falls/slips/trips	High High	• Maintain required educator-to-child ratios • Active supervision using PAT • Regular head counts conducted • Supervision plan displayed and understood • Behaviour expectations and rules discussed • Calm down space available • De-escalation strategies implemented • Children redirected to other activities if required • Medical management plans accessible • Medication stored correctly • First aid trained staff on site • Emergency contacts available • Weather is assessed by Base Zero staff and confirmed with RP if activity to go ahead or not • Activity will be cancelled in extreme weather	Management/RP " RP & Educators Coordinator/EL Educators/children Educators RP RP & Educators RP & Educators RP RP Management & RP RP Base Zero/RP	At all times " Regularly At all times Prior to activity As required " " At all times " When rostering At all times As required

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
	• Incorrectly fitted harness/safety protection faults/failing • Setting up/packing up the rock walls • Fear/anxiety/distress • Uneven ground/environmental hazards • Moving between groups/areas (toilets)	High High High	• Follow heat guidelines (cease play above 38°C) • Follow sun safety policy (if UV 3+, hats/sunscreen worn, and appropriate sun safe clothing) • Regular drink breaks offered • Shade encouraged when not participating in activity • Families informed on permission note appropriate clothing must be worn • Spare hats offered • Children will not be able to participate if they have unsafe clothes/shoes • Base Zero staff to support each child in putting on safety gear to ensure it fits and is adequately put on. Precheck required prior to climb • Base Zero to check and verify systems. Trial run system before participants arrive • "Be observant for people in the area – use safety warning calls when raising or lowering the wall. Ensure all equipment is properly attached prior to raising. Shout warning calls." As per Base Zero RA • Follow Base Zero staff instructions • Children encouraged but not forced to participate • Alternative activities available • If already on rock wall and become nervous, child will be guided down and supported • Safety checklist completed prior to activity • Educators use walkie talkies/service mobile phones to maintain communication • Children will remain within sight and sound of an educator unless while using the bathroom	" Everyone " " Families/RP Educators/Children Children/RP Base Zero staff/RP/All Staff " Base Zero staff Everyone Children/educators Educators Children/educators/ Staff Educators	" " " Regularly At all times Prior to activity As required " Prior to activity " Prior/after activity At all times As required As required As required Prior to activity

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
		High High High	• Toilet procedure (if group is in the room and on the oval) Children are reminded to notify an educator if they need the bathroom Educator to walkie other educator in room and notify which children are coming up. Educator at oval to watch the children from stairs. Educator in room to stand at door and watch children walk into/out of bathroom so line of sight is not lost. Educator to walkie when they see the child/ren and when they are coming back to oval and watch them. Educator at oval to walkie once they have received child/ren at stairs. • Toilet procedure (if group is in on the oval and no one in main room) Children are reminded to notify an educator if they need the bathroom Educator to do a toilet call out and walk group of children minimum 2/3 children to the bathroom and walk them back to the oval. Educator notifies other staff when they are leaving and once, they have returned including what children they're taking • Walkie talkies for each staff member • TWAC & PHAC - Authorised mobile phones to be taken and used as required	Educators Educators/Children " " All educators "	As required At all times As required " At all times "
	• Child protection issues	High	• Ratio maintained • Supervise using PAT approach to ensure no child is left alone with any member of public including Base Zero staff	Management/RP Educators Base Zero staff/RP	At all times At all times Prior to activity

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
		High	• All Base Zero staff attending the incursion will have their WWCC – this must be verified by coordinator of management • All Base Zero staff attending the incursion will sign in with their WWCC information and sign out using OWNA - this must be checked against verified WWCC information received from Base Zero • All staff encouraged to report any suspicious behaviour to the responsible person	" Responsible Person	Prior activity As required
Completed by: Alanah Rye **Signature:** **A.R** **Date:** 19/8/2026			**Approved By: Liz Sakeson** **Signature:** ES **Date:** 27/08/2026		

Risk Matrix

Consequences	Likelihood					
	Rare	Unlikely	Possible	Likely	Almost Certain
Major	Moderate	High	High	Very High	Very High
Significant	Moderate	Moderate	High	High	Very High
Moderate	Low	Moderate	Moderate	High	High
Minor	Very low	Low	Moderate	Moderate	Moderate
Insignificant	Very low	Very low	Low	Moderate	Moderate

Risk Assessment Communication Record - Base Zero Incursion					
Date of Review:	**Person/s who completed Review:** **Alanah rye**		**Date of Review:**	**Person/s who completed Review:**	
Changes Made: YES / NO			**Changes Made: YES / NO**		
Notes: New RA created for VAC incursion			**Notes:**		
Educator/Staff Name	**I have read and understood this Risk Assessment (tick)**	**Date & Signature**	**Educator/Staff Name**	**I have read and understood this Risk Assessment (tick)**	**Date & Signature**