



## Dangerous/Hostile Individual Risk Assessment

Lapstone Activity Centre

### Identified Hazard –

- Siege Situation
- Intruder or stranger entering the school
- Hostage situation
- Improper supervision
- Hostile individual being armed

### Risk Rating Key

- !!** Very High
- !** High Risk
- #** Medium Risk
- \*** Low Risk

Hazard / Risk	Control Measures
<p><b>!!</b> Children or Educators being taken in a hostage</p> <p><b>!!</b> Being shot/injured by an armed individual</p> <p><b>!!</b> Loss of life</p> <p><b>!!</b> Serious injury</p> <p><b>!</b> Psychological injury</p> <p><b>!</b> Stress event requiring professional support</p> <p><b>!</b> Panic</p>	<ul style="list-style-type: none"> <li>- All staff have read and signed Emergency Procedures Manual at time of Orientation.</li> <li>- Refer to Emergency Procedures Manual page 37 and Flip Black Tab – Suspicious Person Checklist.</li> <li>- Emergency Planning Committee (EPC) meet annually. Refer to Emergency Procedures Manual page 5.</li> <li>- Emergency Procedures Manual page 27 – Emergency Telephone Numbers for relevant emergency services.</li> <li>- Chief Warden is to decide on what to do with the children, if a lockdown or evacuation needs to happen.</li> <li>- Drill Lock downs and evacuations are practiced every 3 months in both the morning and afternoon session.</li> <li>- Educators are to supervise using the PAT technique. Main entry and exit points are to be supervised and closed/locked where possible.</li> <li>- Educators are to question who someone is and ask for identification if unsure of who they are and why they are there.</li> <li>- If a child is abducted educators are to call 000 immediately and do their best to keep the child in sight without aggravating or upsetting the intruder.</li> <li>- Educators are not to approach the individual if they have taken a child hostage, as this may cause more harm to the child.</li> <li>- Educators are to call the Head Office as soon as possible, after contacting emergency services.</li> <li>- Educators are trained in First Aid and will commence First Aid if needed. First Aid Kits in the main room and emergency bag are fully stocked and checked regularly.</li> <li>- If a serious injury occurs and the child is taken to a hospital, next of kin will be contacted and told where they are going. Emergency Contact details for children and educators are in the emergency bag</li> <li>- All other children will be redirected to another area from where the individual receiving first aid is.</li> <li>- An incident report is to be given to Head Office within the first 24 hours of it occurring. A copy of this may also need to be provided to the Police.</li> <li>- Professional Support is required to Educators that need it.</li> </ul>

- Educators are to communicate with each other using walkie talkies and phone to stay on top of the situation, so everyone is informed.
- Educators talk to children in a calm manner and maintain good supervision.

- **Policies relating to Risk Assessment**

- Absent and Missing Children Policy
- Child Protection Policy
- Emergency Policy
- First Aid Policy – Management of Incident, Injury, Illness and Trauma
- Reporting to Regulatory Authority Policy
- Staff Child Ratio Policy
- Supervision Policy

Completed by: Jessie McCulloch

Approved By:

Signature:

Date: 17/08/2023

Signature: :

Date: