



Feature Creature INCURSION - Risk Assessment

Toongabbie West Activity Centre

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

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	When	Who
Incursion	Children unaware/frightened of animals	Low	<ul style="list-style-type: none"> - Notify families on OWNA and ACI website of incursion and relevant details - Discuss incursion to prepare children and allow questions or concerns to be raised. 	<p>Prior to incursion</p> <p>Prior to incursion</p>	<p>Coordinator/Ed Leader/Management</p> <p>All educators</p>
	Creature animal escapes	Low	<ul style="list-style-type: none"> - Company will provide secure transport means and approved, escape proof cages and containers - Dangerous animals are labelled - Capture equipment is accessible 	<p>At all times</p> <p>At all times</p> <p>At all times</p>	<p>Feature Creatures</p> <p>Feature Creatures</p> <p>Feature Creatures</p>
Handling/touching animals	Bites, scratches, constriction/allergic reaction	Medium	<ul style="list-style-type: none"> - At least 1 educator is trained in first aid and allergy/anaphylaxis treatment - Allergy and medical management plans are in date - All staff are aware of any children with allergies etc 	<p>At all times/when rostering</p> <p>At all times</p> <p>At all times</p>	<p>Management</p> <p>Coordinator/Responsible person</p> <p>All educators</p>

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			<ul style="list-style-type: none"> - EpiPens, asthma puffers, or other medication in date and easily accessible - First aid kit accessible and stocked - Company will instruct and remind children how to interact/touch animals, and if there are any that they can't touch - Company will provide as many tame animals as possible - Spiders, scorpions and centipedes are kept in locked containers - Company staff will have a firm hold on head and mouth of crocodile. If crocodile is over 70cm, the mouth will be taped closed - Large pythons (over 5kg or 7ft) are not put around anyone's neck without at least 2 handlers present 	<p>At all times</p> <p>At all times As required</p> <p>When possible</p> <p>At all times</p> <p>When in use</p> <p>When in use</p>	<p>Responsible person/all educators</p> <p>All educators Feature Creatures</p> <p>Feature Creatures</p> <p>Feature Creatures</p> <p>Feature Creatures</p> <p>Feature Creatures</p>
	Hygiene & safety: Spread of germs	Low	<ul style="list-style-type: none"> - Children must wash hands with soap and water after touching any animal - Any child with cuts or open wounds on hands should not participate in touching reptiles. - Educators model proper hygiene 	<p>After touching animals</p> <p>At all times</p> <p>As required</p>	<p>Educators and children</p> <p>Children, staff, Feature Creatures</p> <p>Educators and children</p>
	Supervision & control: Unsafe child behaviour	Medium	<ul style="list-style-type: none"> - Children given a verbal safety briefing before the session, including rules 	<p>Before and during incursion</p> <p>During incursion</p>	<p>All educators and children</p> <p>Children</p>

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			<ul style="list-style-type: none"> - Children sit on floor in designated space, no standing during the presentation - Educators maintain high supervision, positioned close to the group for quick intervention - Children displaying unsafe behaviour may be redirected to alternative options 	<p>At all times</p> <p>As required</p>	<p>All educators</p> <p>Children and educators</p>
	Child protection issues	High	<ul style="list-style-type: none"> - Ratio maintained - Supervise using PAT approach to ensure no child is left alone with any member of public including Feature Creature staff - All Feature Creature staff attending the incursion will have their WWCC verified - All Feature Creature staff attending the incursion will sign in and out using OWNA - All are encouraged to report any suspicious behaviour to the Responsible person 	<p>At all times</p> <p>At all times</p> <p>Prior to incursion</p> <p>Upon arrival and departure</p> <p>Everyone</p>	<p>Management/ responsible person All educators</p> <p>Responsible person</p> <p>Feature creature staff and Responsible person</p> <p>As required</p>
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Signature: A.R		Date: 26/05/26	Signature: <i>Liz Sakeson</i>		Date: 26/05/26