



Fire Brigade Incursion : Risk Assessment

Pendle Hill Activity Centre

Risk Rating Key

Very High

High Risk

Medium Risk

Low Risk

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
Fire Brigade entering school ground	Visitors acting in unsafe or harmful manner	High	All Visitors required to have WWCC that is in date and verified.	Nominated Supervisor	When it is known that a visitor will be entering school grounds
	Children handling unsafe equipment	High	The incursion will be supervised by educators, and if equipment is deemed unsafe for children to handle educators will not allow it, and speak to the firemen if necessary to have it removed from site.	Educators rostered on the day	When the incursion is taking place
Children entering the carpark and being shown the fire truck.	Children absconding out of school grounds	Very High	Educators will be positioned appropriately, with some standing between children and the school gates. Children who are deemed "flight risks" will have educators assigned specifically to them. The children will enter the carpark in small groups at a time so they are easier to supervise.	Educators rostered on the day	If children are in the carpark.
	Other vehicles driving in the car park	High	If another vehicle is seen driving in the car park, educators will move the children to a safe location until the vehicle is parked or has left the carpark	Educators rostered on the day	If children are in the carpark.
Completed by:			Approved By:		
Signature:			Signature:		
Date:			Date:		

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

Likelihood		Impact	
Almost Certain	Is expected to occur in most circumstances	Insignificant	Injuries not requiring first aid
Likely	Will probably occur in most circumstances	Minor	First aid required
Possible	Could Occur at some time	Moderate	Medical treatment required
Unlikely	Not likely to occur in normal circumstances	Major	Hospital admission required
Rare	May occur only in exceptional circumstances	Severe	Death or permanent disability to one or more persons.

Risk Assessment Communication Record -

[illegible]