



Wheeled Toy's : Risk Assessment
Beresford Road Activity Centre

Risk Rating Key
Very High / High / Medium / Low

Ongoing activity in School holidays throughout 2026

Address: At Beresford Road Activity Centre, 74 Beresford Road, Greystanes, NSW 2145

Proposed Activities: Children permitted to bring their own wheeled toys to the centre to ride in the designated area determined by Educators

Proposed Area: Basketball Court or Infants Cola Area (to be determined by Responsible Person on the day)

Number of Children attending: max number of children to ride in designated area: 15 **Number of Educators: Minimum 1**

Educator to child Ratio, including whether this activity warrants a higher ratio: 1 educator: 15 children.

Checklist: -

- First aid Kit / Emergency Trolley
- Signs and notices
- Walkie Talkies
- Safety Checklists

Activity	Hazard	Risk Assessment (use Matrix)	Control Measures	Who	When
			Staff will be required to read the Emergency Procedures Manual in consultation with this Risk Assessment		
Set up of Wheeled Toy Area Cont. from pg. 1	Tripping, falling, slipping onto concrete - Rocks/sticks or other foreign objects in Wheeled toy area	Medium Risk	Prior to riding: <ul style="list-style-type: none"> ○ Riding area is set up with clear instructions of directions including how to enter and exit the riding track, and the direction of travel when on the track should be clearly displayed. ○ All Educators on shift have read and signed this Risk Assessment and are aware of all responsibilities throughout the day. 	Responsible Person	In the morning during set up for the day.

			<ul style="list-style-type: none"> ○ Wheeled toy “Parking Area” to be set up where children can store all wheeled toys safely to avoid trip hazard. ○ All hazards are removed or minimised (e.g. large sticks and rocks removed etc). 	Responsible Person	In the morning during set up for the day.
Moving in and out of Riding area	<p>Colliding with other children</p> <ul style="list-style-type: none"> - Broken bones, fractures, sprains, strains - Cuts, scrapes and bruises 	High Risk	<ul style="list-style-type: none"> ○ No individual who is “on foot” and not riding a wheeled toy will be permitted in the riding area. ○ No riding of wheeled toys is permitted outside the riding area – wheeled toys are to be walked to parking area and in and out of the service. 	All Educators	Throughout the day while children are riding wheeled toys
Riding Wheeled Toys	<p>Overcrowding due to a high volume of wheeled Toys brought to the service on a particular day</p> <ul style="list-style-type: none"> - Increased risk of collisions with other children 	High Risk	<ul style="list-style-type: none"> ○ Throughout the day assess, how many wheeled toys have been brought to the service. ○ Groups created to ensure only max number of children are riding on the track at any designated time (and the riding track is not overcrowded). ○ Groups can be created via age, ability, or wheeled toy (e.g., only bikes, only skateboards etc) if needed. 	Responsible Person	Ongoing Throughout the day
Riding Wheeled Toys	<p>Falling off wheeled toy</p> <ul style="list-style-type: none"> - Broken bones, fractures, sprains, strains - Concussion - Cuts, scrapes and bruises - Tripping, Falling and slipping 	<p>High Risk</p> <p>Medium Risk</p>	<ul style="list-style-type: none"> ○ Ongoing discussions and reminders are had with children regarding the rules for wheeled toys (as should have been discussed with them with families prior to the day). ○ Children informed that not following rules and educator directions will result in being unable to ride for the day. ○ Children will be instructed and reminded about safe storage of wheeled toys, safety rules for riding and consequences of not following the directions of educators, including being unable to ride. ○ Children will be required to wear safety helmets and closed in shoes while riding. ○ Children are to be riding in the same direction around the track. ○ Children displaying poor balance on their wheeled Toy will be unable to ride. ○ Children are not permitted to ride any wheeled toys that are not their own. ○ The riding track remains free of hazards throughout the day. 	All Educators	Throughout the day while children are riding wheeled toys
Cont. from pg. 2				All Educators	Throughout the day while children are

					riding wheeled toys
Riding wheeled Toys	<p>Weather</p> <p>Heat</p> <ul style="list-style-type: none"> - Dehydration - Sunburn <p>Wet Weather</p>	<p>High Risk</p> <p>Low Risk</p>	<ul style="list-style-type: none"> ○ Educators are to check the UV before the children play. If the UV is 3 and over educators are to ensure they are all wearing hats and sunscreen. ○ Children are to have on shirts that cover shoulders. ○ Children are provided with water breaks for hydration. ○ Sunscreen is to be applied beforehand with enough time to sink in and reapplied as required every few hours. ○ In Wet weather wheeled toys will occur in cola area that is undercover 	All Educators	Throughout the day while children are riding wheeled toys
			<p>As per ACI Policies and relevant Regulations and Laws (Education and Care Services and WHS) –</p> <p>Educators are to adhere to and enforce procedures set out in the following Policies</p> <ul style="list-style-type: none"> ● Behaviour Guidance ● Absent and Missing Children Policy ● First Aid – Management of Incident, Injury, Illness and Trauma ● Supervision ● Sun Protection ● Work Health and Safety 	All Educators	On activity day
Riding wheeled toys	<ul style="list-style-type: none"> - Falling off wheeled toy - Colliding with other children - Tripping on sticks, debris etc. while riding - child's ability to ride their own wheeled toy <p>! Concussion</p>	High	<p>Families are informed in advance by Service Coordinator: About our wheeled toy rules (outlined on our website) and are encouraged to speak with their children about them.</p> <p>Prior to riding the Responsible Person on shift will ensure:</p> <ul style="list-style-type: none"> ● Riding area is set up with clear instructions of directions including how to entry and exit the riding track. 	<p>Coordinator</p> <p>Responsible Person</p>	<p>Planning of vacation care</p> <p>Before start of Activity</p>

	<p># Pain and itching</p> <p>!!! Cuts, scrapes, bruises</p> <p>!!! Broken bones, fractures, sprains, strains</p> <p>!!! Tripping, falling, slipping onto concrete</p> <p>* Unable to communicate with Coordinator/Educators</p>	<p>Medium</p> <p>High to Very High</p> <p>High to Very High</p> <p>High to Very High</p> <p>Low</p>	<ul style="list-style-type: none"> All Educators on shift have read and signed this Risk Assessment and are aware of all responsibilities throughout the day. Wheeled toy “Parking Area” to be set up where children can store all wheeled toys safely to avoid trip hazard. All hazards are removed or minimised (e.g. large sticks and rocks removed etc). <p>Responsible Person in the morning to assess, how many wheeled toys have been brought to the service, Groups created to ensure only max number of children are riding on the track at any designated time (and the riding track is not overcrowded).</p> <ul style="list-style-type: none"> Groups can be created via age, ability, or wheeled toy (e.g., only bikes, only skateboards etc) if needed. <p>Children must have:</p> <ul style="list-style-type: none"> Correctly fitting Helmets and safety equipment to be able to ride Wheeled toys that are in safe working order. Educators will not repair / fix faults with the wheeled toys. Closed in shoes. <p>Throughout the day all educators are to ensure that:</p> <ul style="list-style-type: none"> Children will be instructed and reminded about safe storage of wheeled toys, safety rules for riding and consequences of not following the directions of educators, including being unable to ride. Children displaying poor balance on their wheeled Toy will be unable to ride. Children are not sharing wheeled toys and only riding their own. The riding track remains free of hazards throughout the day. Children are provided with water breaks for hydration. 	<p>Responsible Person</p> <p>All Educators</p> <p>All Educators</p>	<p>Before start of Activity</p> <p>Before start of Activity</p> <p>During the activity</p>
Riding wheeled toys	<p>- Inclement weather</p> <p>!!! Tripping, falling, slipping onto concrete</p>	High to Very High	<ul style="list-style-type: none"> As per our Emergency Procedures Manual and Flip Chart – 3.19 Natural Disasters & 3.20 External Emergencies 	All Educators	During the activity

– In extreme/wet weather the wheeled toys will not be used (e.g. lightning / thunderstorm / Rain).

Risk Benefit Analysis

The benefits to children by allowing them to ride a variety of wheeled toys at the service include:

Improves:

- Physical fitness
- Mental health
- Learning Development
- Muscle regulation and growth
- Reflexes, flexibility, range of motion and reaction time
- Balance and coordination

Supports:

- Social Development
- Team bonding
- Stress and anxiety relief

Increases

- Happiness
- Gross Motor Development

My Time Our Place Outcomes:

- *Children to develop a sense of belonging to groups and communities and understand the reciprocal rights and responsibilities necessary for active community participation (2.1)*
- *children to become strong in their social and emotional wellbeing (3.1)*
- *children taking increasing responsibility for their own health and physical wellbeing (3.2)*
- *children interact verbally and non-verbally with others for a range of purposes (5.1)*

Completed by: Margaret Saldanha

Approved By: Tara Sheather

Signature:

Date: 5/3/26

Signature:

Date: 5/3/26