



STEM: 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 | Who | When |
|---------------------|---|------------------------------|--|--|---|
| Slime making | Ingestion Slime Materials (harmful if swallowed) <ul style="list-style-type: none"> • Borax • Saline Solution • Shaving Cream • PVA/Elmers Glue • Food Colouring • Glitter • Paint | High | Children must be reminded NOT to eat or put listed materials in mouth or near face. <ul style="list-style-type: none"> • Follow safety instructions of each product label, if a child ingests or gets in their eyes. • Notify parents immediately. • Seek medical attention if ingestion is suspected. • Children and Educators should wash hands before and after activity. | Responsible Person, Educators and children | Prior to activity (safety talk), During (supervision), As needed (response) |
| | Contact of eyes | High | <ul style="list-style-type: none"> • Children to wear gloves when mixing ingredients. • Educators to remind children of safety precautions and to not put ingredients near face. | Responsible Person, Educators and children | Prior to activity (prep, briefing), During (supervise), As |

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| | | | <ul style="list-style-type: none"> • If contact occurs, follow safety instructions on the product label. • Notify parents immediately. • Provide First Aid as necessary. • Keep SDS sheets accessible. • Educators positioned throughout group for supervision. | | needed (response) |
| | Skin irritation | Medium | <ul style="list-style-type: none"> • Check children for allergies prior. • Children to wear gloves when mixing slime. • Wash hands after handling slime. • Staff to discuss safe use of materials. • Permission from parent/guardians required prior to activity. | Educators & Children Parent/Guardian | Prior to activity (allergy check, briefing), During (supervise), After (handwashing) Prior to activity |
| | Misuse of Materials / Unsafe Behaviour (e.g., throwing slime, putting materials on face) | Medium | <ul style="list-style-type: none"> • Discuss expected behaviour and consequences before activity. • Remove children who misuse materials. • Educators stationed evenly to monitor. • Reinforce safety rules throughout. | Educators | Before (setup), During (supervise and clean), After (clean area) |
| | Mess / Slippery Surfaces from Spil | Medium | <ul style="list-style-type: none"> • Protect surfaces with coverings. • Clean spills immediately. • Encourage children to stay seated or steady while working. | Educators and children | Before (setup), During (supervise and clean), After (clean area) |

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| | Handling Sticky Slime (Transfer of Germs) | Low | <ul style="list-style-type: none"> Handwashing before and after. Discourage sharing slime between children. | Educators and children | Before, During, and After Activity |
| Mentos and coke experiment | Reaction (scientific) | Low | <ul style="list-style-type: none"> Never seal the bottle while the reaction is occurring. Use an open container or leave the cap off during the experiment. Use only a small amount of Alka-Seltzer at a time (start with half a tablet). | Educator and children | During activity |
| | Misuse of Materials / Unsafe Behaviour | Medium | <ul style="list-style-type: none"> Discuss expected behaviour and consequences before activity. Remove children who misuse materials. Educators stationed evenly to monitor. Reinforce safety rules throughout. | Educators | Before (setup), During (supervise and clean), After (clean area) |
| | Mess / Slippery Surfaces from Spil | Medium | <ul style="list-style-type: none"> Protect surfaces with coverings. Clean spills immediately. Encourage children to stay seated or steady while working. Conduct the experiment on a flat, stable surface with a tray underneath to catch spills Keep the area clear of unnecessary items to reduce the chance of knocking over the bottle. | Educators and children | Before (setup), During (supervise and clean), After (clean area) |
| | Skin irritation | Medium | <ul style="list-style-type: none"> Check children for allergies prior. Wash hands after experiment. Staff to discuss safe use of materials. Ensure handwashing facilities nearby Permission from parent/guardians required prior to activity. | Educators & Children Parent/Guardian | Prior to activity (allergy check, briefing), During (supervise), |

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| | | | | | After (handwashing) Prior to activity |
| | Transfer of Germs | Low | <ul style="list-style-type: none"> Handwashing before and after. | Educators and children | Before and After Activity |
| Crystal in a jar | Skin irritation/burns | High | <ul style="list-style-type: none"> Check children for allergies prior. Staff to discuss safe use of materials. Permission from parent/guardians required prior to activity. Educators will wait until boiling water has cooled or may mix it with cold water | Educators & Children Parent/Guardian Educators | Prior to activity (allergy check, briefing, boiling water to cool/mix with cold), During (supervise), After (handwashing) Prior to activity |
| | Misuse of Materials / Unsafe Behaviour | Medium | <ul style="list-style-type: none"> Discuss expected behaviour and consequences before activity. Remove children who misuse materials. Educators stationed evenly to monitor. Reinforce safety rules throughout. | Educators | Before (setup), During (supervise and clean), After (clean area) |
| | Mess / Slippery Surfaces from Spil | Medium | <ul style="list-style-type: none"> Protect surfaces with coverings. Clean spills immediately. | Educators and children | Before (setup), During (supervise and |

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| | | | <ul style="list-style-type: none"> • Encourage children to stay seated or steady while working. • Conduct the experiment on a flat, stable surface • Keep the area clear of unnecessary items | | clean), After (clean area) |
| | Ingestion Materials (harmful if swallowed) <ul style="list-style-type: none"> - Oil - Food colouring - Alka-Seltzer tablets | High | Children must be reminded NOT to eat or put listed materials in mouth or near face. <ul style="list-style-type: none"> • Follow safety instructions of each product label, if a child ingests or gets in their eyes. • Notify parents immediately. • Seek medical attention if ingestion is suspected. • Children and Educators should wash hands before and after activity. | Responsible Person, Educators and children | Prior to activity (safety talk), During (supervision), As needed (response) |
| | Contact of eyes | High | <ul style="list-style-type: none"> • Children encouraged to wear gloves. • Educators to remind children of safety precautions and to not put ingredients near face. • If contact occurs, follow safety instructions on the product label. • Notify parents immediately. • Provide First Aid as necessary. • Keep SDS sheets accessible. Educators positioned throughout group for supervision. | Responsible Person, Educators and children | Prior to activity (prep, briefing), During (supervise), As needed (response) |

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| Lava Lamp experiment | Skin irritation | Medium | <ul style="list-style-type: none"> Check children for allergies prior. Wash hands after handling materials. Staff to discuss safe use of materials. Permission from parent/guardians required prior to activity. | Educators & Children Parent/Guardian | Prior to activity (allergy check, briefing), During (supervise), After (handwashing) Prior to activity |
| | Misuse of Materials / Unsafe Behaviour | Medium | <ul style="list-style-type: none"> Discuss expected behaviour and consequences before activity. Remove children who misuse materials. Educators stationed evenly to monitor. Reinforce safety rules throughout. | Educators | Before (setup), During (supervise and clean), After (clean area) |
| | Mess / Slippery Surfaces from Spil | Medium | <ul style="list-style-type: none"> Protect surfaces with coverings. Clean spills immediately. Encourage children to stay seated or steady while working. Conduct the experiment on a flat, stable surface Keep the area clear of unnecessary items | Educators and children | Before (setup), During (supervise and clean), After (clean area) |
| Parents/carers onsite | Use of digital technologies | Medium | <ul style="list-style-type: none"> Signage displayed at service outlining prohibited use of digital technologies that can capture images of children | Coordinator Coordinator | At all times |

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| -contractors onsite (tradespeople etc) -volunteers/students onsite | | | <ul style="list-style-type: none"> • Induction process for students/allied health professionals completed that covers the use of digital technology • Educators/staff to intervene if they see visitors to the service using digital tech in a manner that contravenes our policy | All educators | When applicable When applicable |
| -activity providers onsite (incursions etc) | Unauthorised access | Medium | <ul style="list-style-type: none"> • Sign in/out process for all visitors • Staff supervision at entry/exit points • Locked gates/doors • Staff training on access control including reading access of children policy • Any unknown individuals will not be permitted to collect children unless authorisation is received from [parents/caregivers • Check visitors' ID's • Activity providers will provide WWCC | Coordinator All educators All educators Coordinator All educators All educators Coordinator | At all times At all times At all times Annually At all times When applicable When applicable |
| Completed by: Alanah Rye | | | Approved by: Liz Sakeson | | |
| Signature: A.R | | Date: 04/03/26 | Signature: E.S | | Date: 04/03/26 |