



Walking to and from GAC and Girraween Public School Risk Assessment

Please use this risk assessment to help determine any risks and hazards that may be evident in an activity or area within a service.

Identify the Activity: Walking to Girraween Public School before school and walking to Girraween Activity Centre after school.

Location: Bando Rd, Carinya Rd & Girraween Rd

Who May be at Risk? Children and educators.

Identify Hazards, Risks and rate the risks: Crossing roads, vehicles, animals, footpaths, driveways, construction, pedestrians and weather. There will be a minimum of two staff to walk before school and a minimum of four staff to collect after school.

Tasks	Hazards	Risks	Risk Rating			Control Measures
			Likelihood	Impact	Risk Rating	
Safe departure from Girraween Activity Centre and Girraween Public School		Lost child				GAC: children are counted and checked against the roll before leaving the service. Children are signed out by educators on the iPad when they reach the school.
		Missing child				GPS: Roll call is completed by educators using the iPad. Parents of children who do not arrive at the meeting point will be contacted by phone to verify their child's whereabouts.
		Sick child				Ensure that any children who need to go to the toilet before leaving Girraween PS are accompanied by an educator to the bathroom. If a child is in sick bay when educators arrive at Girraween PS, educators will ask if the school has contacted the child's parents and what their estimated time of arrival is. Educators will not assume responsibility for or sign a child in who is not able to walk safely to

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						GAC without assistance or worsening their condition. Parents will be contacted and told that their child remains in the care of the school and will need to be collected from there.
Crossing roads	Moving vehicles	Children/educators hit by moving vehicle	Possible	Moderate	High	<p>Always use pedestrian crossings where available.</p> <p>Educators to reinforce road safety rules in everyday learning.</p> <p>Educators and children only to cross the road when safe to do so.</p> <p>One educator to walk onto the crossing to ensure traffic has stopped, children and other educators to walk across the road.</p> <p>Educators and children will walk in two groups with two educators in each group. An educator in each group will have a mobile phone and first aid kit. In the event of an emergency children and educators will walk in one larger group.</p> <p>Educator with the roll will also carry medication for children diagnosed with a medical condition. These children are to walk with the educator who has the medication.</p> <p>Educators will use these opportunities to educate children about road safety, how to cross roads safely, identify risks, be aware of surroundings and look left, right and left again.</p>

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Walking along the footpath between Girraween Activity Centre and Girraween Public School	Uneven surfaces	Trips and falls	Possible	Minor	Medium	Educators and children to be aware of their surroundings, continual discussion and education with children on the walk.
	Animals - Bites - Allergens	Injury to children or educators	Possible	Moderate	High	Educators and children to be vigilant about animals approaching children, whether they are being walked or are stray. Educate children not to approach or touch animals, remind children of this regularly. Ensure children's medication is in the backpack taken on the walk (e.g. Ventolin).
	Driveways	Cars entering and exiting driveways	Possible	Moderate	High	Educators and children to be aware of their surroundings, continual discussions and education with children on walk. Children and educators to slow near driveways to check for moving vehicles before crossing driveways. Where vehicles are moving children and educators to stop until the vehicle is no longer a potential hazard.
	Construction impacting safe use of footpaths	Trips and falls	Possible	Minor	Medium	Educators and children to be aware of their surroundings, continual discussion and education of children on the walk. Educators to discuss the safe way to move around hazard, educators to walk children around any obvious safety hazards.
	Moving vehicles	Injury to children or educators	Possible	Moderate	High	Children and educators to slow near driveways to check for moving vehicles before crossing driveways.

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Walking along the footpath between Girraween Activity Centre and Girraween Public School	Moving vehicles	Injury to children or educators	Possible	Moderate	High	Where vehicles are moving children and educators to stop until the vehicle is no longer a potential hazard.
	Footpath obstructed	Walking on the road – traffic.	Possible	Moderate	High	<p>Educator to monitor traffic and determine the safest place to walk around obstacles on footpath.</p> <p>Educator to position themselves on the road to monitor and stop traffic, children to walk between educators and the kerb.</p> <p>Children to follow instructions of educators at all times.</p> <p>Where obstacles on the path will block it for more than a day which requires children and educators to walk on the road, if the opposite footpath road is unobstructed the opposite footpath is to be used.</p>
	Pedestrians	Limited space on footpath resulting in group spreading out	Possible	Insignificant	Low	<p>Children and educators to be aware of their surroundings.</p> <p>Educators to instruct children to move to the right of the footpath, making room for other pedestrians to pass safely on the left.</p>
	Extreme weather	Hot weather	Likely	Minor	Medium	<p>Educators to take their own refillable water bottles with them on the walk.</p> <p>Educators to take water spray bottles on the walk for children to use on the walk.</p> <p>Educators to apply sunscreen before leaving and wear their hats as per ACI Sun Smart policy.</p>

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Walking along the footpath between Girraween Activity Centre and Girraween Public School	Extreme weather	Hot weather	Likely	Minor	Medium	<p>Educators to ensure that all children have water in their bottles before leaving the service or school. Refill bottles as required.</p> <p>Educators to ensure that all children have applied sunscreen and are wearing a hat before leaving Girraween Activity Centre or Girraween Public School. Staff to ensure there are spare hats in the backpack to be given to children without a hat.</p>
		Cold weather	Likely	Minor	Medium	<p>Ensure educators are wearing appropriate uniform to suit weather conditions.</p> <p>Educators to encourage children to wear warm clothing when the weather is cold.</p>
		Rain and storms	Likely	Minor	Medium	<p>Ensure educators have wet weather gear such as raincoats and umbrellas. Umbrellas are not to be used when there is thunder and lightning.</p> <p>Educators to have spare raincoats and umbrellas for use by children if required. These items should be added to the back pack as needed.</p> <p>If educators feel weather is dangerous to walk in the group will shelter in place at Girraween Public School. Educators to inform Coordinator that group is sheltering in place and will walk when conditions improve.</p>
	Wind	Allergens, pollen & dust	Likely	Moderate	High	<p>Ensure we have medications for children with diagnosed medical conditions.</p> <p>Ensure educators know which of the children and staff have asthma and get them out of the</p>

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						conditions which may trigger an asthma attack as quickly as possible.
	Smoke from fireplaces, back burning or fires	Asthma	Likely	Moderate	High	<p>Ensure we have medications for children with diagnosed medical conditions.</p> <p>Ensure educators know which of the children and staff have asthma and get them out of the conditions which may trigger an asthma attack as quickly as possible.</p>
Travelling on public bus between Girraween Public School and Girraween Activity Centre	Vehicle accident	Injury to educators and/or children	Possible	Moderate	High	<p>Ensure all children and educators are seated appropriately with bags at their feet.</p> <p>Educators to remind children not to move around the bus while it is moving.</p> <p>In the event of an accident where children and/or educators are injured keep children on the bus if safe to do so. If the bus is unsafe move children to a safe location away from the bus and other traffic.</p> <p>Call "000" provide first aid where possible. Maintain supervision of group and follow directions of emergency services. Contact centre to inform Coordinator of situation and follow directions.</p>
	Mechanical breakdown	Injury to educators and/or children	Possible	Moderate	High	<p>Keep children on the bus if safe to do so. If the bus is in an unsafe position move children to a safe location away from the bus and other traffic.</p> <p>Maintain supervision of group and follow directions of emergency services. Contact centre to inform Coordinator of situation and follow directions.</p>

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Travelling on public bus between Girraween Public School and Girraween Activity Centre	Children become lost during transition from one point to another	Lost children	Unlikely	Moderate	Medium	<p>Conduct roll call before leaving the service or school.</p> <p>Conduct head counts as children get onto and off the bus.</p> <p>Keep group together as much as possible on the bus.</p> <p>Staff to ensure that they know where all of the children are and they are all off the bus before the bus leaves.</p> <p>Children are educated on when and where we get on and off.</p>
	Child protection	Children at risk of harm from a member of the public	Unlikely	Moderate	Medium	<p>Maintain supervision of all children.</p> <p>Ensure members of the public or driver are not given opportunity to kidnap or assault children.</p> <p>Conduct head counts when getting on the bus and when getting off the bus.</p>
Completed by: Virginia Ringrose Signature: Date: 14/03/2019				Approved by: Signature: Date:		