



Wheeled Toys Risk Assessment

Lapstone Activity Centre

Risk Rating Key

Very Low/ Low/ Moderate / High / Very High

Activity	Hazard	Risk Assessment (use Matrix)	Control Measure	Who	When
Riding of bicycles, scooters, and similar wheeled toys	Collisions with other riders or pedestrians	Moderate	- Designate clear riding area away from “pedestrian” traffic - Mark separate “ride” and “walk” zones - Enforce riding in one direction - Limit number of riders at one time if the space is not adequate - Supervision throughout the riding zone	All educators	At all times
	Falls from bikes/scooters	Moderate	- All riders must wear helmets that meet Australian Standards - Closed-in shoes required - Check bikes/scooters for safety before use (brakes, wheels, handlebars) - Teach safe mounting/dismounting and braking - Coordinator to inform all families prior to the day about safety gear - First aid trained educator on site at all times - First aid kit read and available	All educators Coordinator Coordinator Responsible Person	At all times Prior to day At all times At all times
	Uneven or unsafe surface	Low	- Inspect riding area before activity and remove any hazards - Remove debris, water, or loose gravel - Avoid steep slopes - Clearly define boundaries, using cones if needed	Responsible Person	Prior to activity
	Inadequate supervision	Moderate	- Maintain active supervision at all times - Staff to be stationed around key areas (around corners etc.) as to maintain supervision of the whole track - Rotate supervision to maintain alertness	All educators	At all times
	Lack of protective gear	Low	- Mandatory helmet use - Encourage knee and elbow pads - Supervision check before wheeled toy use	Responsible person	At all times
	Inappropriate behaviour	Moderate	- Pre-activity safety briefing, that covers riding area, which way we will be riding etc.	All educators	Prior to activity



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	(speeding, tricks, rough play)		- Zero tolerance for unsafe behaviour - Educators intervene immediately if unsafe conduct observed - Set clear rules and visible signage		At all times
	Weather conditions (rain, heat)	Low	- Cancel activity if surface wet or unsafe - Schedule during cooler parts of the day - Ensure sunscreen, hats, and hydration available	Responsible Person	As needed At all times
	Storage and trip hazards	Low	- Designated storage area for parked bikes/scooters - Keep pathways clear - Supervise pack-up and dismissal	All educators	As needed At all times
	Unsafe or poorly maintained equipment	Low	- Ensure all equipment brought in is in safe working order - Inform families prior to day that all equipment brought in must be safe or riding may not be permitted	Parents Coordinator	At all times Prior to day
	Children unfamiliar with safe riding	Low	- Observe children for their skill level and educators to step if they need assistance - Pair less experienced children with staff support	All educators	At all times
Completed by: Jessie McCulloch			Approved By: Kim Salmon		
Signature:			Signature:		
Date: 12/11/2025			Date: 12/11/2025		

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

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