

## Normanhurst West OSHC Winter Vacation Care

### Tuesday 5<sup>th</sup> July 2021- Go-Karts - Risk Assessment Plan

Centre Details		
CENTRE ADDRESS	NORMANHURST WEST OSHC (IN NORMANHURST WEST PUBLIC SCHOOL) Cnr Sefton & Dartford Rd Thornleigh 2120	
PHONE NUMBER	9484 4412	
Name of RPD/Leader	TBD -	TBD
EDUCATOR TO CHILD RATIO.	Mainstream Ratio = 15 children: 1 Educator	
FIRST AID TRAINED EDUCATORS:	All Educators	
Checklist		
<input type="checkbox"/> Sanitising Wipes / Hand Sanitiser	<input type="checkbox"/> iPads (for Diary)	
<input type="checkbox"/> First Aid Kit	<input type="checkbox"/> Sunscreen	
<input type="checkbox"/> Hats	<input type="checkbox"/> Medications	
<input type="checkbox"/> Drink Bottles	<input type="checkbox"/> Walkies	

Hazard identified	Risk Assessment (use matrix)	Elimination/Control Measures	Who	When
Sun Burn, Heatstroke, dehydration, Extreme hot weather etc.	Moderate	<ul style="list-style-type: none"> <li>UV rating will be checked prior to activity commencing as part of WHS process</li> <li>Children will be required to employ sun safe practices consistent with UV rating, as is required in centre</li> <li>Children and staff will be expected to wear hats at all times when outdoors. Children will put their hats on before leaving the OOSH building. Children without a hat will be given one from the Centre.</li> <li>Children will be checked for drink bottles and asked to ensure all are filled prior to the activity.</li> <li>Children will be given regular drink breaks throughout the day to ensure they remain hydrated.</li> <li>Sunscreen will be applied to each child, where permission has been given &amp; UV 3 or above.</li> </ul>	Educators and Children	On Shift – At Centre
Serious Injury to a Child	Moderate	<ul style="list-style-type: none"> <li>Where a child has a serious injury, one staff member will render first aid, whilst the others move the other children away and ensure adequate supervision. Where an ambulance is required to be called, the staff member will notify the RPD, who will assist in calling the ambulance. Where a staff member leaving in an ambulance then compromises our child to staff ratio, and the activity is deemed unsafe with the number of remaining educators, the children will immediately be returned to the main room.</li> </ul>	Educators	On Shift – At Centre

Go – Karts (General) - Misuse of Equipment/Inappropriate Behaviour	Moderate	<ul style="list-style-type: none"> <li>All students made aware of rules and expected behaviours before, during and after incursion</li> <li>All students made aware of consequences of inappropriate or non-acceptable behaviour</li> <li>Immediate response by teachers to any inappropriate behaviour</li> <li>Duty of care practised at all times</li> </ul>	Go kart Staff, Children & NWOOSH Educators	On Shift – At Centre
Go – Karts (General) - During Rotations of Use	Low	<ul style="list-style-type: none"> <li>Children are to be seated in the Cola, or when waiting for their turn to ensure safety. Children will be directed by Educators &amp; Go-Kart staff when to wait &amp; then commence turn of activity.</li> <li>Children who are stepping out/In Go-Karts will be assisted if required by Staff members (Go kart or NWOOSH)</li> <li>Children will be supervised at all Times during Activity.</li> <li>Children will be Briefed prior to use about safety precautions &amp; Rules to adhere to throughout the activity.</li> </ul>	Go Kart Staff, NWOOSH Educators & Children	On Shift – At Centre
Injury from trips/falls over uneven ground	Moderate	<ul style="list-style-type: none"> <li>Educators will conduct a thorough inspection of the proposed area during the daily WHS Check to ensure there are no hazards which may cause students to trip or fall</li> </ul>	Educators	During daily WHS Check and On Shift
Injury due to child contact	Moderate	<ul style="list-style-type: none"> <li>Educators will brief the children on the rules and expectations prior to the commencement of the activity</li> <li>Any children who do not adhere to the rules will be removed from the activity.</li> <li>Children will be advised to maintain a reasonable distance between them and their peers to ensure there are no collisions</li> </ul>	Educators and Children	On Shift- At Centre

Go – Kart (General) - Use of Karts	High	<ul style="list-style-type: none"> <li>• Children will be Briefed prior to use about safety precautions &amp; Rules to adhere to throughout the activity.</li> <li>• Children are to remain in Designated groups – Directed by Staff</li> <li>• Be sure to clearly state expectation of not changing from your small group activity.</li> <li>• Go Karts only go 2km/h &amp; Operator equipped with Kart Remote control.</li> <li>• Students are individually instructed on Kart Operation</li> <li>• Seat Belts will be worn at all times when using Karts.</li> <li>• Children who are not following instructions will be removed from activity and remain with a NWOOSH Staff member.</li> </ul>	Go- Kart Staff/Educators/Child ren	On Shift – At Centre
Transmission of COVID-19	High	<ul style="list-style-type: none"> <li>• Educators and Go kart staff to ensure staff members displaying COVID-19 symptoms are removed from activity and sent home as soon as possible.</li> <li>• Children who are displaying COVID-19 symptoms or are unwell will be removed from participating in the activity and parents will be phoned and advised to collect their child</li> <li>• All educators, visitors, volunteers and Go Kart staff will sign in to the NWOOSH premises and sanitise, have their temperatures taken and questionnaire answered prior to the commencement of the activity</li> <li>• Go Kart staff will ensure all equipment including Go-Karts/Equipment Needed for the day will be sanitised prior to entering the premise. (Before &amp; After Each Venue Visit)</li> <li>• Go Kart staff to ensure hand sanitiser is readily available around the enclosure</li> <li>• Educators will ensure all children wash and/or sanitise their hands prior to the commencement of and following the activity.</li> </ul>	Educators/Children/ Go-kart Staff/Parents	On Shift – At Centre

Plan prepared by:	Blake Jervis		
Date: 28 <sup>th</sup> May 2021			
Communicated to:	Roslyn Doyle, Educators, RPD & Go Kart Staff - on the day.		
Venue and safety information reviewed and attached	Go-Kart COVID Safe Plan on SharePoint to be printed and attached to Risk Assessment		
Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.			

Risk Factor Matrix						
CONSEQUENCE						
L I K E L I H O O D		Insignificant	Minor	Moderate	Major	Catastrophic
	Almost Certain	MODERATE	HIGH	HIGH	EXTREME	EXTREME
	Likely	MODERATE	MODERATE	HIGH	EXTREME	EXTREME
	Possible	LOW	MODERATE	HIGH	HIGH	EXTREME
	Unlikely	LOW	LOW	MODERATE	HIGH	HIGH
	Rare	LOW	LOW	LOW	MODERATE	HIGH