

Cockatoo Island School Excursion Risk Assessment



What Can Happen and How it Can Happen	Impact	Controls to be implemented
Lost person due to movement of group throughout the site.	Missing person, physical or emotional injury or death	Group size kept to a maximum of 30 students per teacher guide. Schools must provide set ratio of adults for supervision. Teachers to conduct head counts at start, middle and end of program. Attending adults to be briefed to assist with supervision and to remain at the back of the group.
Injury or harm by unknown member of the public.	Physical or emotional injury or death	Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Schools must provide set ratio of adults for supervision. Attending adults to be briefed to assist with supervision. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training.
Injury or harm by group member, staff, contractors.	Physical or emotional injury or death	Discuss safety rules at the commencement of the program. Schools must provide set ratio of adults for supervision. Attending adults to be briefed to assist with supervision. Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times.
Trip/fall due to uneven ground, cliff edge, machinery, barricades, tools, construction	Physical injury or death	Discuss safety rules at the commencement of the program. Schools must provide set ratio of adults for supervision. Attending adults to be briefed to assist with supervision. Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Dictate on confirmation letter that students wear appropriate attire. Liaise with Rangers on arrival regarding access. Access to areas near water's edge, cliff edge and walled edges is restricted/ monitored.

Injury or harm due to branch or tree fall	Physical injury or death	Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Keep clear of tall trees during days of high wind. Do not proceed during thunderstorms or unsafe weather conditions.
Injury or harm from use of materials or equipment	Physical injury or death	Discuss safety rules at the commencement of the program. Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Ensure materials and equipment are appropriate for student use (eg safety scissors etc).
Injury or harm from falling into dock or harbour	Physical or emotional injury or death	Discuss safety rules at the commencement of the program. Schools must provide set ratio of adults for supervision. Attending adults to be briefed to assist with supervision. Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Excursion conditions stating required behaviour sent to schools. Access to areas near water's edge is restricted/ monitored.
Dehydration/sunburn/windburn due to exposure to sun and wind and lack of water	Physical injury or death	Discuss safety rules at the commencement of the program. Teacher Guides carry first aid kit at all times and have current first aid training. Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Allow students to have drink and rest breaks if needed. Dictate in confirmation letters and excursion conditions sent to schools that students wear hats and sunscreen at all times and to bring water bottles. Teacher Guides to carry a water bottle and wear appropriate clothing and covered shoes.

Bite or sting by animal	Physical or emotional injury or death	Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Liaise with relevant staff members during nesting season for Sea Gulls to restrict access near nests.
Scratch from plant material	Physical injury or death	Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Ensure maintenance staff keep paths clear.
Injury or harm due to vehicle collision	Physical or emotional injury or death	Maintain close supervision of groups throughout program. Attending adults to be briefed to assist with supervision. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Avoid areas used for vehicle movements whenever possible. Teacher Guides to manage road crossings. Group size kept to a maximum of 30 students per teacher guide. Schools must provide 1 supervising adult for every 20 students. Teacher Guide to conduct head counts at start, middle and end of program. Attending adults to be briefed to assist with supervision and to remain and the back of the group.
Burns or smoke inhalation from BBQ or fire	Physical injury or death	Maintain close supervision of groups throughout program. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Discuss evacuation advice and muster points prior to program commencement.
Illness or injury due to pre-existing medical condition	Physical or emotional injury or death	Excursion conditions sent to schools remind students to ensure they bring their medications with them on the day. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Discuss evacuation advice and muster points prior to program commencement.

<p>Injury or harm during transport, embarkation or disembarkation on vessel</p>	<p>Physical injury or death</p>	<p>Teacher Guides give safety points for embarkation and disembarkation on vessel prior to boarding. Teacher Guides carry first aid kit at all times and have current first aid training. Teacher Guides and deckhands from vessel company supervise students as they embark and disembark the vessel. Accompanying teachers from the school are required to supervise students at all times (including on the vessel) and are responsible for student discipline. Excursion conditions stating required behaviour sent to schools. Schools must provide set ratio of adults for supervision. Students must remain seated during vessel journey. Teacher Guides conduct safety briefing at commencement of journey.</p>
<p>Injury or harm due to construction and remediation work</p>	<p>Physical injury or death</p>	<p>Discuss safety rules at the commencement of the program note current restricted areas. Maintain close supervision of groups throughout program. Attending adults to be briefed to assist with supervision. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Construction areas fenced and signposted and access is controlled. Ensure groups observe fenced-off areas. Ensure group size kept to a maximum of 30 students per teacher guide. Schools must provide 1 supervising adult for every 20 students. Teacher Guide to conduct head counts at start, middle and end of program. Attending adults to be briefed to assist with supervision and to remain and the back of the group.</p>
<p>Injury or harm due to exposure to hazardous material.</p>	<p>Physical injury or death</p>	<p>Maintain close supervision of groups throughout program. Attending adults to be briefed to assist with supervision. Ensure contact numbers for Rangers and Security are carried at all times. Ensure fully charged and functional mobile phone is carried at all times. Teacher Guides carry first aid kit at all times and have current first aid training. Contaminated areas fenced and signposted and access is controlled. Group size kept to a maximum of 30 students per teacher guide. Schools must provide 1 supervising adult for every 20 students. Teacher Guide to conduct head counts at start, middle and end of program. Attending adults to be briefed to assist with supervision and to remain and the back of the group.</p>